



INSTRUCTIONS:

Complete this form and retain in the borrower's loan file along with all required supporting documentation. Upload this form and all the required documents below to the loan commitment system upon completion of the improvements. Please note that this information will be reviewed if the loan is selected for a post-close audit.

RETAIN REQUIRED DOCUMENTS:

- ☐ Photographs of the emergency and/or accessibility need
- ☐ Scope of work
- ☐ Bids
- ☐ Inspection Report

MINNESOTA HOUSING LENDING PARTNER - ORIGINATING OFFICE

_____	_____
Lending Partner's Originating Office's Name	City

Branch Address Originating the loan (if multiple offices in city)	
_____	_____
Contact Name	Contact Phone
_____	_____
Contact Email	Contact Fax

BORROWER

_____	_____	_____	
Last Name	First Name	MI	

Property Address			
_____	_____	_____	_____
City	State	Zip Code	Minnesota Loan Number

