

Start Up Step Up Loans	Downpayment and Closing Cost Loans
Assignment of Mortgage and Endorsement of Note	Assignment of Mortgage and Endorsement of Note
<p>You may use industry-standard documents for the assignment of mortgage, or the Minnesota Department of Commerce provides an Assignment of Mortgage form as a convenience to the public.</p> <p>For all Start Up and Step Up loans:</p> <ol style="list-style-type: none"> 1. Close in the lender's name. 2. MERS is acceptable OR 3. Assign to U.S. Bank National Association, its successors and/or assigns <ul style="list-style-type: none"> • The wording in bold must be printed verbatim on the assignment. • If the assignment asks for an address, the address should be: Owensboro Operations Center 2800 Tamarack Road Owensboro, KY 42301 4. Endorse the note as follows: Pay to the Order of: U.S. Bank National Association Without Recourse By: _____ (signature) XYZ Mortgage Corporation (full legal name) John Doe, Vice President (typed name & title) 5. Mail original notes and copies of assignment(s) to: U.S. Bank National Association Attn: HFA Note Vault 9380 Excelsior Blvd. 6th Floor Hopkins, MN 55343 6. Mail final recorded documents to: U.S. Bank National Association Attn: CIC Final Docs EP-MN-X3CI 9380 Excelsior Blvd. 3rd Floor Hopkins, MN 55343 7. Email copy of the final title work to documentcontrol@usbank.com 	<p>You may use industry-standard documents for the assignment of mortgage, or the Minnesota Department of Commerce provides an Assignment of Mortgage form as a convenience to the public.</p> <p>For all Downpayment and Closing Cost Loans:</p> <ol style="list-style-type: none"> 1. Close in the lender's name 2. Assign to Minnesota Housing Finance Agency. <ul style="list-style-type: none"> • MERS is not acceptable • The wording in bold must be printed verbatim on the assignment. • If the assignment asks for an address, the address should be: 400 Wabasha Street North, Suite 400 St. Paul, MN 55102 3. Endorse the note to Minnesota Housing Finance Agency <ul style="list-style-type: none"> • The wording in bold must be printed verbatim on the endorsement. 4. Mail original notes and copies of assignment(s) to: U.S. Bank National Association Attn: HFA Note Vault 9380 Excelsior Blvd. 6th Floor Hopkins, MN 55343 5. Mail final recorded documents to: U.S. Bank National Association Attn: CIC Final Docs EP-MN-X3CI 9380 Excelsior Blvd. 3rd Floor Hopkins, MN 55343 <p style="text-align: center;">Best practice and tips for assignment of mortgage</p>
For Hazard Insurance Mortgagee Clauses, see Page 2	

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<p style="text-align: center;">Hazard Insurance Mortgagee Clause</p>	<p style="text-align: center;">Hazard Insurance Mortgagee Clause</p>
<p>All insurance policies must contain a 'standard' or 'union' mortgagee clause in the form customarily used.</p> <p>The mortgagee clause should read:</p> <p>U.S. Bank National Association its successors and or assigns as their interest may appear.</p> <p>c/o U.S. Bank Home Mortgage P.O. Box 961045 Fort Worth, TX 76161-0045</p>	<p>Insurance policies must name the Lender as the mortgagee for each downpayment and closing cost loan and/or as an additional loss payee in the order of the priority of its lien.</p> <p>Each Minnesota Housing Downpayment and Closing Cost Loan must be listed in the mortgagee clause.</p> <ul style="list-style-type: none"> • If applicable: The 2nd and 3rd Minnesota Housing Downpayment and Closing Cost Loan may be combined in the same mortgagee clause with each individual loan number listed.