

## **.15 REPORTING SALE RESULTS TO AHFC**

The Servicer is required to report a repossession, non-judicial foreclosure, judicial foreclosure, recording of a Deed-in-Lieu or a presale on the day the sale or recordation occurs.

To comply with this requirement, report the following information to the AHFC Servicing Department by email or phone call before 3:00 p.m. on the date of the sale or recording of a Deed-in-Lieu. Report presales on the day the transaction closes. AHFC reserves the right to request additional information on a case-by-case basis.

1. AHFC loan number.
2. Borrower(s) name.
3. Is this a Deed-in-Lieu, non-judicial foreclosure, repossession or presale?
  - a. If Deed-in-Lieu, date the Deed-in-Lieu was recorded.
  - b. If Presale, date the transaction closed.
4. Did AHFC acquire the property?
  - a. If no, who acquired the property?
5. Bidding Amount:
  - a. What was the opening bid amount?
  - b. What was the final bid amount?
  - c. If the final bid amount was less than full debt, provide the total indebtedness.
  - d. For FHA loans, provide the current appraised value.
6. Is the property occupied or vacant?
  - a. If occupied, who is occupying the property?
  - b. What date will the Notice to Quit be served?
  - c. If vacant, is the Servicer in possession of the property?
  - d. If yes, provide the dates the Servicer secured and winterized the property.

### **For Conventional Loans without MI Only:**

7. What is the square footage of the building?
8. Provide the current tax assessed value of:
  - a. Building

b. Lot

The Servicer will be provided with a confirmation number which is to be retained for future reference.

Refer to [Section 15000](#), Real Estate Owned, for additional Servicer responsibilities.