

## RENOVATION LENDING PRE-CLOSING REVIEW REQUEST

**NOTE:** Loan must be registered with Planet Home Lending and all documents must be uploaded through Planet Home Lending's CORE Seller Portal. **Do not submit the loan!** Once complete, please notify us by email at [renoreview@planethomelending.com](mailto:renoreview@planethomelending.com) with "Reno Pre-Close Review" in the subject line and the PHL Loan Number in the subject line.

**\*Turn Times are 1-2 business days. Rush Requests are granted as capacity allows\***

**PROVIDE THE FOLLOWING REQUIRED DOCUMENTATION: (file cannot go through review if all docs are not received.)**

- This form: Renovation Lending Pre-Closing Review Request marked off for documents uploaded
- Copy of last URLA/1003 for all borrowers
- Last LE and initial CD disclosed
- Contractor Profile or Contractor Acceptance Checklist
- Contractor Bid – fully executed
- Current Contractor License(s) or Registration as required
- Current Proof of Insurance – General Liability (required), Workman's Comp. (if required), and copy of their bond (if required)
- Contractor W9 – 2024 version
- Contractor Acknowledgement
- Contractor Attestation
- Permit Certification/Verification - fully executed
- Homeowner/Contractor Agreement (HOCA) for FHA 203K and VA Alterations & Repairs: fully executed for each Contractor/Entity
- Form 3730 Renovation Contract (current version) for Fannie Mae HomeStyle and Freddie Mac CHOICE: fully executed for each Contractor/Entity
- FHA Connection 203K Calculator Results (Standard and Limited)
- HomeStyle, CHOICE or VA Alterations & Repairs Maximum Mortgage Worksheet
- Subject To Appraisal with Consultant SOR for Standard 203K, HomeStyle and CHOICE with Repairs (over \$75,000 and/or Structural) as part of the Appraisal
- Subject To Appraisal with Contractor Bid for Limited 203K's, VA Alterations & Repairs (maximum repairs \$75,000), and HomeStyle and CHOICE with Repairs (less than or equal to \$75,000 and Not Structural) as part of the Appraisal
- If VA Alterations & Repairs loan – copy of Notice of Value (NOV)
- If FHA 203K Refinance and Required provide copy of the As-Is Appraisal
- If Refinance – copy of current payoff letter or credit report showing the loan balance
- Sales Contract
- AUS Findings – Approve/Eligible or Accept
- UW Transmittal Summary (HUD 92900-LT, Conv. 1008, or VA Loan Summary 26-0286)
- FHA 203(K) (HUD Form 92700-A) or VA Borrower's Acknowledgment
- FHA 203(K) Borrower Identity of Interest
- HomeStyle or CHOICE Renovation Mortgage Consumer Tips
- Draw Request (HUD form 9746-A) for Standard 203K loans and any loan with a Consultant
- If HUD REO other documents may be required for review (such as Lead Based Paint docs. (Built prior to 1978), \$100 down program, and Good Neighbor Next Door (GNND) documents)

**If Consultant is Required Provide the Following Documentation:**

- Consultant Specification of Repairs (SOR) or Work Write-Up
- Consultant Identity of Interest
- Consultant Fee Agreement
- Consultant W9 – 2024 version
- Consultant active on HUD.GOV website
- Consultant Invoice

**\*\*Please be aware that this is not a credit decision nor a guarantee to lend or to purchase a loan. The loan is subject to the normal underwriting process and the credit decision remains with the underwriter. In no way does this opinion offer relief of an Underwriter's final approval or reps and warrants. It is ultimately the Underwriter's responsibility to base their underwriting decision on the requirements of the Agencies. (FNMA/FHLMC, FHA, VA)\*\***