

SERVICING AND MANAGEMENT ASSISTANCE SECTION

Borrower Fiscal Year: Beginning _____ Ending _____

EXPIRATION AND DUE DATES		FOLLOW-UP DATE	ACTIONS PLANNED	DATE COMPLETED
ITEM	DATE			
Real Est. Tax #				
Fire Insurance \$				
Pub. Liability \$				
Fidelity Bond				
1. \$				
2. \$				
Financing Stmt. No.			FS	
Security Agmt. No.				
Const. Inspection				
Final Inspection				
Builder's Warranty				
Biennial Inspection				
Rtn. Plans & Specs to Borrower				
Compliance Review				
Annual Meeting			DD to attend: <input type="checkbox"/> Yes <input type="checkbox"/> No	

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(FOLD ON DOTTED LINE)

REPORTS	DUE DATE	FOLLOW-UP DATE	DATE MADE	REMARKS	MONTHLY REPORTS
Form RD 444-29					JAN
					FEB
Annual Reports:					MAR
Budget, Inc. & Exp. Stmt.					APR
Year End Report and Analysis					MAY
Annual Meeting Minutes					JUN
Audit Report					JUL
Annual Analysis					AUG
Report to State Office					SEP
					OCT
					NOV
					DEC
					MO. REPORTS WAIVED:

RESERVE: AMOUNT REQUIRED TO BE ON HAND AS OF _____ \$ _____
 AMOUNT ACTUALLY ON HAND AS OF _____ \$ _____
 FULLY FUNDED @ \$ _____ AMT. REQUIRED PER MO./YR. \$ _____

RETURN: INITIAL INVESTMENT \$ _____ @ _____ % = \$ _____