



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

ASSISTANT SECRETARY FOR HOUSING-
FEDERAL HOUSING COMMISSIONER

Special Attention of:

Notice H 2016-06

All Multifamily Regional Directors
All Satellite Directors
All Multifamily HUB Directors
All Program Center Directors
All Project Managers
All Field Office Directors

Issued: May 25, 2016

Expires: This Notice remains in effect
until amended, superseded,
or rescinded

Cross References: MAP Guide

SUBJECT: Implementation of the Standardized Firm Commitment Templates for
Section 220, 221(d)(4), 223(f), 223(a)(7), 231, 241 (a)

With this Housing Notice, the Department of Housing and Urban Development (HUD) introduces a new standardized template for Multifamily FHA Insured Firm Commitment(s) issued to MAP lenders and owners of multifamily rental properties.

I. PURPOSE

The objective is to standardize the language and format of the Firm Commitment throughout the processing offices of Multifamily Production. A standard set of commonly used underwriting condition(s) menu, as an attachment to the Firm Commitment template(s) is also included in this Notice. Issuing a standard Firm Commitment with a standard set of conditions will streamline the commitment process, increase efficiency by reducing the opportunity for errors in completing the Firm Commitment document along with the standard set of underwriting conditions.

II. IMPLEMENTATION

HUD staff will begin using the new Firm Commitment templates and Program Underwriting Condition(s) menu, on the first business day following 30 days after the date of publication of this Housing Notice. Training for HUD staff will be provided in a conference call and also may include a live presentation at industry related meetings.

III. PAPERWORK REDUCTION ACT

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2502-0541. In accordance with the Paperwork

Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

If there are any questions, and/or concerns regarding this Housing Notice please contact Linda Albro at (202) 402-2043, in HUD Headquarters, Office of Multifamily Production. Persons with hearing or speech impairments may access this number via TDD/TTY by calling 1-877-TDD-2HUD (1-877-833-2483).

Edward L. Golding
Principal Deputy Assistant Secretary

Attachments

- 1 - [Sections 220, 221\(d\)\(4\), 231, 241\(a\)](#)
 - Example: B
- 2 - [Section 223\(a\)\(7\)](#)
 - Example: B
- 3 - [Section 223\(f\)](#)
 - Example: B