



Dear Member:

Thank you for your interest in our HELOC/2<sup>nd</sup> Mortgage loan program. The following pages include information, which we will need for you to complete and return to us. There is a non-refundable application fee of \$100.00. You may attach a check in this about or initial here \_\_\_\_\_ to provide a written authorization for us to deduct the fee from your savings / checking account with us.

Items to be completed and signed:

- \_\_\_\_ Loan application form
- \_\_\_\_ Upper portion of prior lien verification form
- \_\_\_\_ Request for verification of employment (please copy for co-applicant use if applicable)
- \_\_\_\_ Please read the "Important Terms of Our Home Equity Line of Credit" as it provides specific information on the loan. Applicant and Co-Applicant must sign and date.

Other items needed:

- \_\_\_\_ Recent paystub for yourself and co-applicant if applicable
- \_\_\_\_ A copy of your warranty deed which shows legal description and ownership
- \_\_\_\_ A copy of your most recent mortgage statement showing the balance owed on your mortgage
- \_\_\_\_ A copy of your most recent tax assessment and or appraisal less than 1 year old.
- \_\_\_\_ A recent photograph of the property for which you are applying for the loan.

It will normally take approximately 15 days from the date we receive your paperwork until the closing. For those members who do not wish to come to Atlanta for closing, we can arrange closings in Macon or Gainesville, or other areas within 1 ½ hours of driving time from Atlanta (to keep attorney costs down and keep this service at no charge to you).

If you have any questions, please call the Loan Department at 404-965-2740 or fax your application to Tracey at 404-965-2745.

Loan Department



**H S E**  
**CREDIT UNION**

*... where membership matters*

**PRIOR LIEN VERIFICATION**

**Mortgage Holder:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Borrower's Name:** \_\_\_\_\_

**Co-Borrower's Name:** \_\_\_\_\_

**Account #:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_  
\_\_\_\_\_

**I/We hereby authorize and request release of account balance information to HSE Credit Union regarding the amount of outstanding principal and interest owed under any mortgage loan secured by the above property.**

\_\_\_\_\_  
**Borrower's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Borrower's Signature**

\_\_\_\_\_  
**Date**

**The above named borrower(s) have a first mortgage loan with us in the amount of \$** \_\_\_\_\_.

**Verified by:** \_\_\_\_\_

**Mortgage Holder's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Title**

**Please return this form to:**

# Uniform Residential Loan Application

This application is designed to be completed by the applicant(s) with the lender's assistance. Applicants should complete this form as "Borrower" or "Co-Borrower", as applicable. Co-Borrower information must also be provided (and the appropriate box checked) when  the income or assets of a person other than the "Borrower" (including the Borrower's spouse) will be used as a basis for loan qualification or  the income or assets of the Borrower's spouse will not be used as a basis for loan qualification, but his or her liabilities must be considered because the Borrower resides in a community property state, the security property is located in a community property state, or the Borrower is relying on other property located in a community property state as a basis for repayment of the loan.

## I. TYPE OF MORTGAGE AND TERMS OF LOAN

Mortgage Applied for:	<input type="checkbox"/> VA	<input type="checkbox"/> Conventional	<input type="checkbox"/> Other:	Agency Case Number	Lender Case No.
	<input type="checkbox"/> FHA	<input type="checkbox"/> FmHA			
Amount \$	Interest Rate %	No. of Months	Amortization Type:	<input type="checkbox"/> Fixed Rate	<input type="checkbox"/> Other (explain):
				<input type="checkbox"/> GPM	<input type="checkbox"/> ARM (type):

## II. PROPERTY INFORMATION AND PURPOSE OF LOAN

Subject Property Address (street, city, state, & zip code)	No. of Units
Legal Description of Subject Property (attach description if necessary)	Year Built

Purpose of Loan	<input type="checkbox"/> Purchase	<input type="checkbox"/> Construction	<input type="checkbox"/> Other (explain):	Property will be:
	<input type="checkbox"/> Refinance	<input type="checkbox"/> Construction-Permanent		<input type="checkbox"/> Primary Residence
				<input type="checkbox"/> Secondary Residence
				<input type="checkbox"/> Investment

### Complete this line if construction or construction-permanent loan.

Year Lot Acquired	Original Cost \$	Amount Existing Liens \$	(a) Present Value of Lot \$	(b) Cost of Improvements \$	Total (a + b) \$
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### Complete this line if this is a refinance loan.

Year Acquired	Original Cost \$	Amount Existing Liens \$	Purpose of Refinance	Describe Improvements
				<input type="checkbox"/> made <input type="checkbox"/> to be made
				Cost: \$

Title will be held in what Name(s)	Manner in which Title will be held	Estate will be held in:
		<input type="checkbox"/> Fee Simple
		<input type="checkbox"/> Leasehold (show expiration date)

Source of Down Payment, Settlement Charges and/or Subordinate Financing (explain)

## Borrower

## III. BORROWER INFORMATION

## Co-Borrower

Borrower's Name (include Jr. or Sr. if applicable)				Co-Borrower's Name (include Jr. or Sr. if applicable)			
Social Security Number	Home Phone (incl. area code)	Age	Yrs. School	Social Security Number	Home Phone (incl. area code)	Age	Yrs. School
<input type="checkbox"/> Married	<input type="checkbox"/> Unmarried (include single, divorced, widowed)	Dependents (not listed by Co-Borrower) no. ages		<input type="checkbox"/> Married	<input type="checkbox"/> Unmarried (include single, divorced, widowed)	Dependents (not listed by Borrower) no. ages	
<input type="checkbox"/> Separated				<input type="checkbox"/> Separated			
Present Address (street, city, state, zip code)				Present Address (street, city, state, zip code)			
<input type="checkbox"/> Own <input type="checkbox"/> Rent ____ No. Yrs.				<input type="checkbox"/> Own <input type="checkbox"/> Rent ____ No. Yrs.			

### If residing at present address for less than two years, complete the following:

Former Address (street, city, state, zip code)	<input type="checkbox"/> Own	<input type="checkbox"/> Rent	____ No. Yrs.
Former Address (street, city, state, zip code)	<input type="checkbox"/> Own	<input type="checkbox"/> Rent	____ No. Yrs.
Former Address (street, city, state, zip code)	<input type="checkbox"/> Own	<input type="checkbox"/> Rent	____ No. Yrs.
Former Address (street, city, state, zip code)	<input type="checkbox"/> Own	<input type="checkbox"/> Rent	____ No. Yrs.

## Borrower

## IV. EMPLOYMENT INFORMATION

## Co-Borrower

Name & Address of Employer	<input type="checkbox"/> Self Employed	Yrs. on this job	Name & Address of Employer	<input type="checkbox"/> Self Employed	Yrs. on this job
		Yrs. employed in this line of work/profession			Yrs. employed in this line of work/profession
Position/Title/Type of Business	Business Phone (incl. area code)		Position/Title/Type of Business	Business Phone (incl. area code)	

### If employed in current position for less than two years or if currently employed in more than one position, complete the following:

Name & Address of Employer	<input type="checkbox"/> Self Employed	Dates (from - to)	Name & Address of Employer	<input type="checkbox"/> Self Employed	Dates (from - to)
		Monthly Income \$			Monthly Income \$
Position/Title/Type of Business	Business Phone (incl. area code)		Position/Title/Type of Business	Business Phone (incl. area code)	
Name & Address of Employer	<input type="checkbox"/> Self Employed	Dates (from - to)	Name & Address of Employer	<input type="checkbox"/> Self Employed	Dates (from - to)
		Monthly Income \$			Monthly Income \$
Position/Title/Type of Business	Business Phone (incl. area code)		Position/Title/Type of Business	Business Phone (incl. area code)	



**VI. ASSETS AND LIABILITIES (cont.)**

Schedule of Real Estate Owned (if additional properties are owned, use continuation sheet.)

Property Address (enter S if sold, PS if pending sale or R if rental being held for income)	Type of Property	Present Market Value	Amount of Mortgages & Liens	Gross Rental Income	Mortgage Payments	Insurance, Maintenance, Taxes & Misc.	Net Rental Income
		\$	\$	\$	\$	\$	\$
	Totals	\$	\$	\$	\$	\$	\$

List any additional names under which credit has previously been received and indicate appropriate creditor name(s) and account number(s):

Alternate Name	Creditor Name	Account Number

**VII. DETAILS OF TRANSACTION**

**VIII. DECLARATIONS**

a. Purchase price	\$	<p><b>If you answer "yes" to any questions a through i, please use continuation sheet for explanation.</b></p> <p>a. Are there any outstanding judgments against you?</p> <p>b. Have you been declared bankrupt within the past 7 years?</p> <p>c. Have you had property foreclosed upon or given title or deed in lieu thereof in the last 7 years?</p> <p>d. Are you a party to a lawsuit?</p> <p>e. Have you directly or indirectly been obligated on any loan which resulted in foreclosure, transfer of title in lieu of foreclosure, or judgment? (This would include such loans as home mortgage loans, SBA loans, home improvement loans, educational loans, manufactured (mobile) home loans, any mortgage, financial obligation, bond, or loan guarantee. If "Yes," provide details, including date, name and address of Lender, FHA or VA case number, if any, and reasons for the action.)</p> <p>f. Are you presently delinquent or in default on any Federal debt or any other loan, mortgage, financial obligation, bond, or loan guarantee? If "Yes," give details as described in the preceding question.</p> <p>g. Are you obligated to pay alimony, child support, or separate maintenance?</p> <p>h. Is any part of the down payment borrowed?</p> <p>i. Are you a co-maker or endorser on a note?</p> <p>j. Are you a U.S. citizen?</p> <p>k. Are you a permanent resident alien?</p> <p>l. Do you intend to occupy the property as your primary residence? If "Yes," complete question m below.</p> <p>m. Have you had an ownership interest in a property in the last three years?</p> <p>(1) What type of property did you own - principal residence (PR), second home (SH), or investment property (IP)?</p> <p>(2) How did you hold title to the home - solely by yourself (S), jointly with your spouse (SP), or jointly with another person (O)?</p>	<p><b>Borrower</b></p> <p>Yes No</p>		<p><b>Co-Borrower</b></p> <p>Yes No</p>	
b. Alterations, improvements, repairs			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Land (if acquired separately)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Refinance (incl. debts to be paid off)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Estimated prepaid items			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Estimated closing costs			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. PMI, MIP, Funding Fee			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Discount (if Borrower will pay)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Total costs (add items a through h)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Subordinate financing			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Borrower's closing costs paid by Seller			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Other Credits (explain)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Loan amount (exclude PMI, MIP, Funding Fee financed)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. PMI, MIP, Funding Fee financed			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Loan amount (add m & n)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
p. Cash from/to Borrower (subtract j, k, l & o from i)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**IX. ACKNOWLEDGMENT AND AGREEMENT**

The undersigned specifically acknowledge(s) and agree(s) that: (1) the loan requested by this application will be secured by a first mortgage or deed of trust on the property described herein; (2) the property will not be used for any illegal or prohibited purpose or use; (3) all statements made in this application are made for the purpose of obtaining the loan indicated herein; (4) occupation of the property will be as indicated above; (5) verification or reverification of any information contained in the application may be made at any time by the Lender, its agents, successors and assigns, either directly or through a credit reporting agency, from any source named in this application, and the original copy of this application will be retained by the Lender, even if the loan is not approved; (6) the Lender, its agents, successors and assigns will rely on the information contained in the application and I/we have a continuing obligation to amend and/or supplement the information provided in this application if any of the material facts which I/we have represented herein should change prior to closing; (7) in the event my/our payments on the loan indicated in this application become delinquent, the Lender, its agents, successors and assigns, may, in addition to all their other rights and remedies, report my/our name(s) and account information to a credit reporting agency; (8) ownership of the loan may be transferred to successor or assign of the Lender without notice to me and/or the administration of the loan account may be transferred to an agent, successor or assign of the Lender with prior notice to me; (9) the Lender, its agents, successors and assigns make no representations or warranties, expressed or implied, to the Borrower(s) regarding the property, the condition of the property, or the value of the property.

**Certification:** I/We certify that the information provided in this application is true and correct as of the date set forth opposite my/our signature(s) on this application and acknowledge my/our understanding that any intentional or negligent misrepresentation(s) of the information contained in this application may result in civil liability and/or criminal penalties including, but not limited to, fine or imprisonment or both under the provisions of Title 18, United States Code, Section 1001, et. seq. and liability for monetary damages to the Lender, its agents, successors and assigns, insurers and any other person who may suffer any loss due to reliance upon any misrepresentation which I/we have made on this application.

Borrower's Signature	Date	Co-Borrower's Signature	Date
X		X	

**X. INFORMATION FOR GOVERNMENT MONITORING PURPOSES**

The following information is requested by the Federal Government for certain types of loans related to a dwelling, in order to monitor the Lender's compliance with equal credit opportunity, fair housing and home mortgage disclosure laws. You are not required to furnish this information, but are encouraged to do so. The law provides that a Lender may neither discriminate on the basis of this information, nor on whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations this Lender is required to note race and sex on the basis of visual observation or surname. If you do not wish to furnish the above information, please check the box below. (Lender must review the above material to assure that the disclosures satisfy all requirements to which the Lender is subject under applicable state law for the particular type of loan applied for.)

<p><b>BORROWER</b></p> <p><input type="checkbox"/> I do not wish to furnish this information</p> <p>Race/National Origin: <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Black, not of Hispanic origin <input type="checkbox"/> Other (specify) _____</p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p>		<p><b>CO-BORROWER</b></p> <p><input type="checkbox"/> I do not wish to furnish this information</p> <p>Race/National Origin: <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Black, not of Hispanic origin <input type="checkbox"/> Other (specify) _____</p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p>	
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<p><b>To be Completed by Interviewer</b></p> <p>This application was taken by:</p> <p><input type="checkbox"/> face-to-face interview</p> <p><input type="checkbox"/> by mail</p> <p><input type="checkbox"/> by telephone</p>	<p>Interviewer's Name (print or type)</p>	<p>Name and Address of Interviewer's Employer</p>	
	<p>Interviewer's Signature</p>		<p>Date</p>
	<p>Interviewer's Phone Number (incl. area code)</p>		

## Continuation Sheet/Residential Loan Application

Use this continuation sheet if you need more space to complete the Residential Loan Application. Mark <b>B</b> for Borrower or <b>C</b> for Co-Borrower.	Borrower:	Agency Case Number:
	Co-Borrower:	Lender Case Number:

I/We fully understand that it is a Federal crime punishable by fine or imprisonment, or both, to knowingly make any false statements concerning any of the above facts as applicable under the provisions of Title 18, United States Code, Section 1001, et. seq.

Borrower's Signature	Date	Co-Borrower's Signature	Date
X		X	

**HSE CREDIT UNION**  
**55 Marietta St NW, Suite 200**  
**Atlanta, Georgia 30303**  
**404-965-2740 - Fax: 404-965-2745**

**IMPORTANT TERMS OF OUR HOME EQUITY LINE OF CREDIT**

This disclosure contains important information about our Home Equity Line of Credit. You should read it carefully and keep a copy for your records.

**Availability of Terms:** All of the terms described below are subject to change. If these terms change (other than the annual percentage rate) and you decide, as a result, not to enter into an agreement with us, or anyone else in connection with your application, you are entitled to a refund of any fees you paid to us or anyone else in connection with your application.

**Security Interest:** We will take a mortgage on your home. You could lose your home if you do not meet the obligations in your agreement with us.

**Possible Actions:** We can terminate your line, require you to pay us the entire outstanding balance in one payment if:

- You engage in fraud or material misrepresentation in connection with the line.
- You do not meet the repayment terms.
- Your action or inaction adversely affects the collateral or our rights in the collateral.

We can refuse to make additional extensions of credit or reduce your credit limit if:

- The value of the dwelling securing the line declines significantly below its appraised value for purposes of the line.
- We reasonably believe you will not be able to meet the repayment requirements due to a material change in your financial circumstances.
- You are in default of a material obligation in the agreement.
- Government action prevents us from imposing the annual percentage rate provided for or impairs our security interest such that the value of the interest is less than 120 percent of the credit line.
- A regulatory agency has notified us that continued advances would constitute an unsafe and unsound practice.
- The maximum annual percentage rate is reached.

**Minimum Payment Requirements:** The length of the draw period is 5 years, during which time you will be able to obtain credit advances. Payments will be due monthly. Your minimum monthly payment will be based on an amortization term of 15 years. If the computed payment is less than \$100.00, the minimum payment will equal \$100.00 or the outstanding balance and accrued finance charges on your line whichever is less. After the draw period ends you will no longer be able to obtain credit advances and must repay the outstanding balance on your account ("the repayment period"). The length of the repayment period is determined by when you took your last advance up to a maximum term of ten years after the draw period ends.

**Minimum Payment Example:** If you made only the minimum payment and took no other credit advances, it would take eleven (11) years and seven (7) months to pay off a credit advance of \$10,000 at an ANNUAL PERCENTAGE RATE of 6.000%. You would make 138 monthly payments of \$100.00, plus a final payment of \$97.62.

**Fees and Charges:** To open and maintain a line of credit, you must pay the following fees to us:

1.) Application Fee, \$100.00 - Payable at the time of loan application. This fee is non-refundable.

You must carry insurance on the property that secures this plan.

**Third Party Fees:** You must pay certain fees to third parties. These fees generally total between \$200.00 and \$800.00. If you ask, we will give you an itemization of the fees you will have to pay to third parties.

**Transaction Requirements:** The minimum amount of the first draw is \$2,500.00. The minimum draw you can receive after the first draw is \$1,000.00.

**Tax Deductibility:** You should consult a tax advisor regarding the deductibility of interest and charges for the line.

**Variable-Rate Feature:** This plan has a variable-rate feature and the annual percentage rate (corresponding to the periodic rate), and minimum payment can change as a result. The annual percentage rate includes only interest and no other costs. The annual percentage rate is based on the value of an index.

**Description of Index:** The index is highest Prime Rate published in the Money Rates column of the *Wall Street Journal*.

**Source of Index:** The index is published in the Money Rates column of the *Wall Street Journal*. If the index is no longer available, we will choose a new index which is based on comparable information. To determine the annual percentage rate that will apply to your line, we add a margin to the value of the index. If a range of rates is published, we will choose the highest.

Ask us for the current index value, margin, and annual percentage rate. After you open a credit line, rate information will be provided on periodic statements that we send you.

**Rate Changes:** The annual percentage rate can change semi-annually. The rate cannot increase by more than 1.000 percentage point at each change date. The maximum ANNUAL PERCENTAGE RATE that can apply during the Plan is 15.000%. The minimum ANNUAL PERCENTAGE RATE that can apply during the Plan is 6.000%.

**Maximum Rate and Payment Examples:** If you had an outstanding balance of \$10,000 at the beginning of the draw period, the minimum monthly payment at the maximum ANNUAL PERCENTAGE RATE of 15.000% would be \$139.96. This interest rate could be reached in year after four (4) years and six (6) months of the draw period.

**Historical Examples:** The following table shows how the annual percentage rate and the minimum payments for a single \$10,000 credit advance would have changed based on changes in the index over the last 15 years.

Period or date each year from which index values were taken: The first day of January

While only one payment amount per year is shown, payments would have varied slightly during the year.

The table assumes that no additional credit advances were taken, that only the minimum payment was made, and that the rate remained constant during each year. It does not necessarily indicate how the index or your payments would change in the future.

<u>YEAR</u>	<u>INDEX (%)</u>	<u>MARGIN (%)*</u>	<u>ANNUAL PERCENTAGE RATE</u>	<u>MINIMUM PAYMENT (\$)</u>	<u>REMAINING BALANCE (\$)</u>
1990	10.000	0.000	10.000	107.46	9696.84
1991	9.500	0.000	9.500	104.57	9348.30
1992	6.500	0.000	6.500 **	100.00	8737.98
1993	6.000	0.000	6.000 ***	100.00	8043.37
1994	6.000	0.000	6.000 ***	100.00	7305.92
1995	8.500	0.000	8.500	100.00	6667.31
1996	8.500	0.000	8.500	100.00	6008.78
1997	8.500	0.000	8.500	100.00	5277.26
1998	8.500	0.000	8.500	100.00	4495.84
1999	7.750	0.000	7.750	100.00	3613.36
2000	8.500	0.000	8.500	100.00	2684.87
2001	9.500	0.000	9.500	100.00	1697.68
2002	4.750	0.000	7.500 **	100.00	568.84
2003	4.250	0.000	6.000 ***	100.00	
2004	4.000	0.000	6.000 ***		

\* This is a margin we have used recently.

\*\* This interest-rate reflects a 2.000 percentage points periodic interest rate cap.

\*\*\* This interest rate reflects the 6.000% minimum rate limitation.

I/We hereby acknowledge receipt of this disclosure and a copy of the home equity brochure or comparable publication provided by the lender.

(Recipient)

Date

(Recipient)

Date