



# WHOLESALE BULLETIN

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## 21W-039

**Attention: AEs, Business Development Managers & Mortgage Brokers**

**June 1, 2021**

**Please take a moment to read the important information contained in this bulletin.**

### **Included in this Bulletin: FHA Condominium Form HUD-9991 Required**

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Effective immediately, for all FHA loan transactions where the subject property is a condo, FHA HUD Form-9991 is required, excluding FHA Streamlines.

HUD Form #9991 is required, regardless of if the Condominium Project is approved on the FHA Connection.

Only Sections 2 and 3 of the HUD-9991 form need to be completed by the HOA **if** the subject project **is approved** on the FHA Connection.

When a Condominium Project is not approved on FHA Connection, the HUD-9991 must be completed and submitted to FHA for a Condo Single Unit Approval.

**If** the subject property is **not approved** and a Single Unit approval is required from FHA, in addition to Section 2 and 3, **Section 4 also needs to be completed** by the HOA.

Once the HUD-9991 form is completed and uploaded, it will be the underwriter's responsibility to review the document for property eligibility, and if the property is eligible, sign the Lender certification on the HUD-9991.

The HUD-9991 form has been added to the print group in LQB so the form can be printed and sent to the HOA for completion.

A default condition will be added in LQB for the HUD-9991 form on all FHA condos. Underwriters will be adding this condition manually (if the form has not yet been provided) until the default condition is in place.

For further information, the form and instructions can be found on HUD's Client Information Policy Systems (HUDCLIPS) at the following link:

[https://www.hud.gov/program\\_offices/administration/hudclips](https://www.hud.gov/program_offices/administration/hudclips)

If you have any questions, contact your local Account Executive, Production Coordinator, or Regional Vice President, Brian Daily, SVP Wholesale: [Brian.Daily@mwfinc.com](mailto:Brian.Daily@mwfinc.com), 909-255-8332.

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