

GFE/HUD Data Entry Worksheet – Form 21720

Entries to complete the Good Faith Estimate and HUD Settlement Statements are made from the GFE/HUD Worksheet, form number 21720.

The screenshot shows the software interface for entering data. On the left, a folder tree lists various document types under '209010131 Ronnie Respa/Purchase', with 'Purchase Application (102)' selected. On the right, a list of questions (92-110) is displayed, each with a corresponding input field. Some fields contain text like 'Sir Seller', 'Lucy Listing', 'The Listing Company', 'Susie Selling', 'The Selling Company', and 'Irene Interviewer, Loan Officer'. A 'View' button is highlighted with a red box at the bottom of the question list.

Access to the worksheet is available via 'View' buttons located at the bottom of the application and closing stage questions.

Important Dates and Loan Identification:			
Borrower: Ronnie Respa	Loan Number: 209010131		
Interest rate is available through: 01/04/10	Estimate is available through: 12/12/09	Rate Lock Period: 60	Minimum number of days before dosing to lock: 7

The *important dates and loan identification* section of the worksheet displays the borrower's name and the loan number. It also provides access to the questions necessary to complete the important dates section on page 1 of the Good Faith Estimate.

A left-click on the control for 'Interest rate is available through' displays the questions that impact the date.

The screenshot shows the same 'Important Dates and Loan Identification' section as above. A dialog box is open over the 'Interest rate is available through' field. The dialog box has a title bar with a question mark and a close button. It contains the following text: 'Floating Rate Available Through' with a value of 'Mon Jan 04 2010 10:32' and 'Lock In Date' with a blank field. Below this, it asks for 'Lock-In Term in Days' and 'Calculated Lock in Expiration Date', both with blank fields. At the bottom, it asks for 'Lock In Expiration Date Override' with a blank field. The background shows other sections of the worksheet, including 'Real Estate Broker Fees' and 'Origination Charges'.

Important Dates and Loan Identification:			
Borrower: Ronnie Respa		Loan Number: 209010131	
Interest rate is available through: 02/14/09	Estimate is available through: 12/12/09	Rate Lock Period: 30	Minimum number of days before closing to lock: 7

Real Estate Broker Fees:		Borrower POC / Seller POC	
Division of Commission			
Commission paid at settlement			

Origination Charges:			
Origination Points			
Total Origination Charge			5.00
Credit or Charge (points) for rate chosen	-0.250 %	(450.00)	P
Adjusted Origination Charges		1,625.00	

Floating Rate Available Through	Lock In Date
Mon Jan 04 2010 10:32	Thu Jan 15 2009 10:13
Lock-In Term in Days	Calculated Lock in Expiration Date
30	Sat Feb 14 2009 10:13
Lock In Expiration Date Override	

If no 'Lock-in Date' has been entered the 'Floating Date Available Through' date will print on the worksheet and Good Faith Estimate. If no date is entered for 'Floating Date Available Through', "Not Available" will print to indicate that the lender does not offer a rate lock. Once a 'Lock-in Date' is entered, the 'Calculated Lock-in Expiration Date', will print on the worksheet and Good Faith Estimate. 'Calculated Lock-in Expiration Date' is affected by the 'Lock-in Term in Days' and the 'Lock-in Expiration Date Override'

Important Dates and Loan Identification:			
Borrower: Ronnie Respa		Loan Number: 209010131	
Interest rate is available through: 02/14/09	Estimate is available through: 12/12/09	Rate Lock Period: 30	Minimum number of days before closing to lock: 7

'Estimate available through' is calculated to be the current date plus 10 business days. It takes into consideration your corporate answer for 'Weekend Work Days', but does not consider holidays. Therefore, an override is made available allowing you to enter a later date due to holidays or the desire to extend the period of time that the estimated settlement charges are available. Because the estimate of settlement charges on each re-disclosure must be available for at least 10 days, CTI will continue to monitor this date, and if the date entered as a override is earlier than 10 days, the worksheet and Good Faith Estimate will display the calculated date.

Important Dates and Loan Identification:			
Borrower: Ronnie Respa		Loan Number: 209010131	
Interest rate is available through: 02/14/09	Estimate is available through: 12/12/09	Rate Lock Period: 30	Minimum number of days before closing to lock: 7

The 'Rate Lock Period' represents the number of days after the rate is locked that the loan must go to settlement.

Important Dates and Loan Identification:			
Borrower: Ronnie Respa		Loan Number: 209010131	
Interest rate is available through: 02/14/09	Estimate is available through: 12/12/09	Rate Lock Period: 30	Minimum number of days before closing to lock: 7

'Minimum number of days before closing to lock' is the number of days that you require prior to settlement that the interest rate must be locked.

Real Estate Broker Fees:		Full Amount	Borrower Amt / Seller Amt	Borrower POC / Seller POC
Division of Commission	\$6,000.00 to The Listing Company			
Commission paid at settlement	\$6,000.00 to The Selling Company			
		12,000.00	12,000.00	

The Real Estate Broker Fees section of the worksheet is used to enter the commission split, and the sales commission disbursed at settlement. When the full amount is entered, it is automatically carried to the seller amount. If the borrower will pay all or a portion of the fee, entering a borrower amount will reduce the seller amount.

Real Estate Broker Fees are not typically charged to the borrower and are not included on the Good Faith Estimate.

Origination Charges:				Adjustment / Cure	P	F
Origination Points	1.000 %	1,800.00			P	
Total Origination Charge			2,075.00			
Credit or Charge (points) for rate chosen	-0.250 %		(450.00)		P	
Adjusted Origination Charges			1,625.00			

Entries made in the Origination Charges section of the worksheet will complete blocks 1 and 2 of the Good Faith Estimate and lines 801 thru 803 of the HUD Settlement Statements. 'Origination Points' are entered as a percent of the loan amount, or a flat amount, and represent the Origination points reportable to the IRS.

'Total Origination Charge' includes 'Origination Points' and any Items Payable in Connection With the Loan that are designated origination charges.

The 'Credit or Charge (points) for the rate chosen' can be entered as a percentage or a flat amount. Enter a negative amount if the borrower's are to receive a credit toward origination charges.

'Adjusted Origination Charges' is the sum of 'Total Origination Charge' and 'Credit or Charge for rate chosen'.

No seller amount or POC entries are available in this section as any amount paid by the seller, or paid-outside-closing would be included on the Good Faith Estimate and would be entered as a credit on HUD lines 206-209 of the HUD settlement statement.

Items payable in connection with loan – fees in this section of the worksheet will be itemized in block 3 of the Good Faith Estimate and on lines 804 thru 818 of the HUD-1; unless, they are designated as Origination Charges.

Origination Charges:				Adjustment / Cure	P	F
Origination Points	1.000 %	1,800.00			P	
Total Origination Charge			2,075.00			
Credit or Charge (points) for rate chosen	-0.250 %		(450.00)		P	
Adjusted Origination Charges			1,625.00			

Items Payable in Connection With Loan:		Full Amount	Borrower Amt / Seller Amt	Borrower POC / Seller POC	Adjustment / Cure	P	F	O
Appraisal fee	Appraisal Fee	300.00	300.00					<input type="checkbox"/>
to								
Credit report	Credit Report	50.00	50.00					<input type="checkbox"/>
to								
Taxservice	Tax Service Fee	45.00	45.00					<input type="checkbox"/>
to								
Flood certification	Flood Certification	12.00	12.00					<input type="checkbox"/>
to								
VA Funding Fee						P		<input type="checkbox"/>
to								
Underwriting Fee		200.00	200.00					<input type="checkbox"/>
to	Your Firm							
Processing Fee		75.00	75.00					<input type="checkbox"/>
to	Your Firm							

Mark fees as Origination Charges by clicking on the control in the "O" column of the section. The full amount of marked fees will be included in the Total Origination Fee above. The borrower's portion of unmarked fees will be itemized on the Good Faith Estimate and HUD-1 Settlement Statement.

When amounts are entered in this section of the worksheet, the Full Amount is automatically carried to the borrower amount. If the seller will pay all or a portion of the fee, entering a seller amount will reduce the borrower amount.

Items Required by Lender to be Paid in Advance:			Full Amount	Borrower Amt	Borrower POC	Adjustment / Cure	P	F
Daily Interest charges	from 01/17/10 to 03/01/10		1,219.32	1,219.32			P	
	28.35620 / day							
Mortgage Insurance Premium	for months						P	
to								
Homeowner's Insurance Premium	for 1 Years		950.00	950.00				
to								
Flood Insurance	for 1 Years		400.00	400.00				
to								
	for							
to								

Items Required by Lender to be Paid in Advance – is used to input items that will appear in blocks 10 and 11 of the Good Faith Estimate, and the 900 section of the HUD Settlement Statements.

Items Required by Lender to be Paid in Advance:			Full Amount	Borrower Amt	Borrower POC	Adjustment / Cure	P	F
Daily Interest charges	from 01/17/10 to 03/01/10		1,219.32	1,219.32			P	
	28.35620 / day							
Mortgage Insurance Premium	for							
to								
Homeowner's Insurance Premium	for							
to								
Flood Insurance	for							
to								
	for							
to								

Interim Interest

180,000.00 1. Loan Amount

5.750 2. Rate

Sun Jan 17 2010 3. Interim Interest From

Mon Mar 01 2010 4. Interim Interest To

365 5. Interim Interest Daily Factor

1,219.32 6. Interim Interest

Reserves Deposited with Lender			Full Amount	Borrower Amt	Borrower POC	Adjustment / Cure	P	F
Homeowner's Insurance	2 months							
Mortgage Insurance	6 months							

Additional questions needed to complete this section of the worksheet are presented when you click, or enter on the Full Amount entry for each fee.

Items Required by Lender to be Paid in Advance:			Full Amount	Borrower Amt	Borrower POC	Adjustment / Cure	P	F
Daily Interest charges	from 01/17/10 to 03/01/10		1,219.32	1,219.32			P	
	28.35620 / day							
Mortgage Insurance Premium	for months						P	
to								
Homeowner's Insurance Premium	for 1 Years		950.00	950.00				
to								
Flood Insurance	for 1 Years		400.00	400.00				
to								
	for							
to								

No seller amount entries are available in this section because these fees are typically paid by the borrower and any amount paid by the seller, would be included on the Good Faith Estimate and would be entered as a credit on HUD lines 206-209 of the HUD settlement statement.

Reserves Deposited with Lender			Full Amount	Borrower Amt	Borrower POC	P	F
Homeowner's Insurance	2 months @ \$ 79.17 per month		158.34	158.34			
Mortgage Insurance	6 months @ \$ 51.00 per month		306.00	306.00		P	
Property Taxes	months @ \$ per month						
Additional Property Taxes	months @ \$ per month						
Flood Insurance	2 months @ \$ 33.33 per month		66.66	66.66			
	months @ \$ per month						
	months @ \$ per month						
Aggregate Escrow Adjustment	months @ \$ per month		(226.87)	(226.87)			

Reserves Deposited With Lender – the entries necessary to complete this section of the worksheet are typically made within the application and/or closing stage questions. The total reserves will appear in block 9 of the Good Faith Estimate and on line 1001 of the HUD Settlement Statement.

Title Charges:	Full Amount	Borrower Amt / Seller Amt	Borrower POC / Seller POC	Adjustment /Cure	P	F	TC	I	E
Settlement or closing fee to The Title Insurance Company	150.00	150.00			P		TC		
Owner's title insurance to The Title Insurance Company	550.00	550.00							
Lender's title insurance to The Title Insurance Company	50.00	50.00					TC		
Lender's title policy limit \$ 180,000.00									
Owner's title policy limit \$ 200,000.00									
Agent's portion of title insurance premium \$ 220.00 to The Title Insurance Company									
Underwriter's portion of title insurance premium \$ 120.00 to Ticor Title Insurance									
Abstract or Title Search to The Title Insurance Company	60.00	60.00					TC		
Title Examination to The Title Insurance Company	80.00	80.00					TC		
Document Preparation to The Title Insurance Company	50.00	50.00					TC		
Notary Fees to Notary Company	25.00	25.00					TC	I	
Attorney's Fee to Borrower's Attorney	300.00	300.00							
to									

Entries in the Title Charges section of the worksheet complete blocks 4 and 5 of the Good Faith Estimate and the 1100 section of the HUD Settlement Statements. The full amount of each fee is entered and automatically carried to the borrower amount. If the seller will pay all or a portion of the fee, entering a seller amount will reduce the borrower amount.

Designating a fee within this section of the worksheet "TC" or "Title Charge" will include the fee amount in the total that appears in block 4 of the Good Faith Estimate and on line 1101 of the HUD Settlement Statements. Any "Title Charge" that is also designated "I" or "Itemized 3rd Party Fee" will be itemized on one of the miscellaneous lines within the 1100 section of the HUD Settlement Statement. The amount charged for the service will be listed outside of the amount columns.

An "E" or "Elected" designation indicates that the borrower was allowed to shop for the particular service, and chose to use a service provider that was not on the lender's written list. This designation places into the "Charges That Can Change" category on page 3 of the HUD-1 settlement.

Government Recording and Transfer Charges:	Full Amount	Borrower Amt / Seller Amt	Borrower POC / Seller POC	Adjustment / Cure	Recording / Transfer Charge
Deed recording fee	5.50	5.50			
Mortgage recording fee	36.50	36.50			
Release recording fee	5.50	5.50			
Deed City/County tax/stamps	300.00	300.00			
Mortgage City/County tax/stamps					
Deed State tax/stamps					
Mortgage State tax/stamps		468.00			
Assignment of Mortgage to County Recorder	5.50	5.50			Recording
Power of Attorney to County Recorder	10.50	10.50			Recording

Fees entered in the Government Recording and Transfer Charges section of the worksheet will complete blocks 7 and 8 of the Good Faith Estimate and the 1200 section of the HUD Settlement Statements.

Miscellaneous lines within this section of the worksheet should be designated Government Recording, or Transfer Tax.

Additional Settlement Charges:	Full Amount	Borrower Amt / Seller Amt	Borrower POC / Seller POC	Adjustment / Cure	P	SNR	E
Survey to Survey's R Us	90.00	90.00					
Pest Inspection to Pests B-Gone	45.00	45.00					E
Homebuyers Warranty to	350.00	350.00				SNR	

Additional Settlement Charges are services that the borrower can shop for. These charges will appear in block 6 of the Good Faith Estimate and in the 1300 section of the HUD Settlement Statements.

If no "SNR", "Service Not Required by Lender" designation is present the charge for the service will be listed outside of the amount columns on the HUD Settlement Statements and the charge will be included in the amount on line 1301. If an "SNR" designation is present the charge for the service will be included in the amount columns and will not be included in the total amount on line 1301.

Borrower and Seller POC entries are also available on the GFE/HUD Data Entry Worksheet.

Full Amount	Borrower Amt / Seller Amt	Borrower POC / Seller POC	Adjustment / Cure	P	F	O
300.00	300.00					
50.00		50.00				
45.00	45.00					
12.00	12.00					

Credit Report Fee

Yes

1. POC Full Buyer Amount Y/N
2. POC Partial Buyer Amount \$

Answer "Yes" to indicate that the full borrower or seller amount was Paid Outside Closing, or enter an amount if only a portion of the amount was Paid Outside Closing.

Items Required by Lender to be Paid in Advance:			Full Amount	Borrower Amt	Borrower POC	Adjustment / Cure	P	F
Daily Interest charges	from 01/17/10 to 03/01/10		1,219.32	1,219.32			P	
	28.35620 / day							
Mortgage Insurance Premium	for months						P	
to								
Homeowner's Insurance Premium	for 1 Years		950.00	950.00				
to								
Flood Insurance	for 1 Years		400.00	400.00				
to								
to	for							

Reserves Deposited with Lender			Full Amount	Borrower Amt	Borrower POC	P	F
Homeowner's Insurance	2 months @ \$ 79.17 per month		158.34	158.34			
Mortgage Insurance	6 months @ \$ 51.00 per month		306.00	306.00		P	
Property Taxes	months @ \$ per month						
Additional Property Taxes	months @ \$ per month						
Flood Insurance	2 months @ \$ 33.33 per month		66.66	66.66			
	months @ \$ per month						
	months @ \$ per month						
Aggregate Escrow Adjustment	months @ \$ per month		(226.87)	(226.87)			

Designate a charge as a Prepaid Finance Charge or Financed Fee. Prepaid Finance Charges will affect the loans APR, and Financed Fees will increase the final loan amount.