

RESIDENTIAL CONSTRUCTION OWNER/BUILDER LOAN APPLICATION PACKAGE

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REAL ESTATE & COMMERCIAL LENDING
907-745-9165 or
907-694-4891 ext. 165
Fax: 907-745-9168
mailto:reloans@mvfcuonline.org
www.mvfcu.coop



CONSTRUCTION LOAN PACKAGE CHECKLIST – OWNER/BUILDER

The following items will be needed by the credit union to begin the construction loan approval process:

FINANCIAL INFORMATION

- _____ Personal financial statement {Application}
- _____ Pay stubs for the previous 30-day period
- _____ Prior two years' tax returns {With W-2's}
- _____ Last two months account statements {Checking, savings, stock & bond}
- _____ Prequalification letter {For long term financing}
- _____ Self employed borrowers with {Corporations, partnerships, LLC's, LLP's}
Business tax returns for the previous two years
Current balance sheet and profit and loss statement

DISCLOSURE AND AUTHORIZATION

- _____ Authorization to obtain credit information
- _____ Consumer construction loan notice
- _____ Notices and Disclosures for In-house Real Estate Loans

CONSTRUCTION INFORMATION

- _____ Owner builder resume {If managing the project}
- _____ Copy of contractor's license and business license {If not managing the project}
- _____ Estimate of construction costs {With supporting bids}
- _____ Materials description form
- _____ List of sub-contractors and suppliers
- _____ Construction time line
- _____ Blueprints / plans {Two sets}
- _____ Plot plan
- _____ Earnest money agreement on lot {If applicable}
- _____ Proposed energy rating {Heat loss analysis}
- _____ Soils and percolation test {If applicable}
- _____ Zoning classification, architectural and CCR requirements
- _____ Well log and septic permit {With health authority approval}
- _____ Utility services {Available at the site}
- _____ Appraisal {"As proposed" credit union will order}
- _____ Proof of insurance {Hazard w/ course of construction or builders risk endorsement} Prior to closing
- _____ Other: _____

COURSE OF CONSTRUCTION AND LONG TERM LOAN ITEMS NEEDED

The following items will be needed during the course of the construction loan and shortly after the construction is completed to provide the long term financing for the project:

DURING THE CONSTRUCTION LOAN PROCESS

- Disbursement request forms {To pay for sub-contractors and suppliers}
- Invoices {Save all invoices, may need to produce them during or after the construction loan}
- Lien waivers {If applicable}
- Credit union construction inspections {The credit union will make regular on site inspections prior to construction disbursements}
- Building inspections {Municipal inspections or ICBO inspections will be required for the project} The areas to be inspected are:
 - Plans and specifications
 - Footings and foundation
 - Rough in framing, plumbing, and electrical
 - Insulation and vapor barrier
 - Conditional
 - Final
- As-built survey {When the foundation is in}

PRIOR TO LONG TERM LOAN CLOSING

- Notice of completion {Filed 15 days prior to long term loan closing}
- Recertification of as-built survey
- Final appraisal {Photos, recertification of value, completion of misc. work}
- Final municipal or ICBO inspection form {PUR 102}
- Final thermal / energy certification {PUR 101}
- Lien waivers {If applicable}
- Homeowners insurance binder / policy {Mortgagee clause}
- Any investor {Long term loan} special conditions satisfied
- Escrow for completion {Seasonal related items due to weather, no health and safety issues allowed}

ADVISORY NOTE

This loan package has been assembled to assist you in understanding the complexity of an interim construction loan and to make it as easy as possible for you to gather the required documentation and knowledge to engage in this endeavor. Please be aware that the biggest pitfall in the interim construction process is the underestimating of both the costs and time involved to complete the project. Uncontrollable events and untimely delays will probably impact your project at some point. Having the adequate contingency built into the process for both cost and time overruns will be of paramount importance. You will also be required to have a sizable investment in the project in the form of either cash or land equity. In addition, you will need to show proof of sufficient assets {preferably in cash reserves} to cover potential cost overruns as well as long term closing costs with reserves for taxes and insurance.

If you are uncomfortable with the scope of the project and its requirements, or you are unable to show your capacity to manage this type of endeavor, then it is suggested that you engage a general contractor to assist with your homes' construction. You will still be able to control the purse strings with the credit union, but the contractor will assist you with all of the other aspects of the project. Please feel free to ask as many questions as needed from our credit union staff to help clarify any points of concern or confusion. We hope to make this complicated process as easy and understandable as possible for our members.



AUTHORIZATION TO OBTAIN CREDIT INFORMATION

Borrower's Signature

Date of Birth

Borrower's Signature

Date of Birth

Mailing Address

Physical Address

I hereby grant permission to MATANUSKA VALLEY FEDERAL CREDIT UNION (MVFCU) to obtain any and all information deemed necessary to process my real estate or mortgage loan application. This information includes, but is not limited to, my present and past employment status, my deposit accounts, my present and past consumer credit record and my mortgage and/or rent payment records.

I also authorize my creditors and employers to release to any credit bureau and/or to any employee or representative of the MVFCU telephonically, as well as in writing, any information they may require, including data on my current and previous credit history, employment and income.

I also grant permission to accept a photographic copy of this form containing my signature to obtain or provide any information regarding the items mentioned above.

Borrower's Signature

Social Security Number

Co-Borrower's Signature

Social Security Number

EQUAL CREDIT OPPORTUNITY ACT

The federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (with certain limited exceptions); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning MVFCU is the:

NATIONAL CREDIT UNION ADMINISTRATION (NCUA)
Office of Examination and Insurance
Alexandria, VA 22314-3428



ESTIMATE OF CONSTRUCTION COST

Member / Builder _____

Property Address _____

Legal Description _____

LAND COSTS

Land Payoff (\$ _____)
 Land Costs \$ _____
 Total \$ _____

PLAN AND PERMIT ESTIMATES

Plans/Permits \$ _____
 Engineering \$ _____
 Inspections \$ _____
 As-Built Survey \$ _____
 Total \$ _____

SITE PREPARATION ESTIMATES

Water/Well \$ _____
 Sewer/Septic \$ _____
 Excavation \$ _____
 Total \$ _____

FOOTINGS / FOUNDATION / CONCRETE ESTIMATES

Footings/Foundation \$ _____
 Water Proofing \$ _____
 Inside Concrete \$ _____
 Asphalt \$ _____
 Total \$ _____

FRAMING ESTIMATES

Framing Package \$ _____
 Siding/Exterior Painting \$ _____
 Roofing \$ _____
 Framing Labor \$ _____
 Total \$ _____

MILLWORK ESTIMATES

Exterior Doors/Windows/Trim \$ _____
 Garage Doors \$ _____
 Interior Doors/Trim \$ _____
 Finish Labor \$ _____
 Total \$ _____

PLUMBING/HEATING/ VENTILATION ESTIMATES

Rough In \$ _____
 Finish \$ _____
 Heating \$ _____

Ventilation \$ _____
 Total \$ _____

ELECTRICAL ESTIMATES

Rough In \$ _____
 Finish/Light Fixtures \$ _____
 Specialty Wiring/Equipment \$ _____
 Total \$ _____

INTERIOR COMPLETION ESTIMATES

Insulation/Vapor Barrier \$ _____
 Sheetrock/Texture \$ _____
 Cabinets \$ _____
 Countertops \$ _____
 Floor Coverings \$ _____
 Fireplace Rough In/Finish \$ _____
 Hardware \$ _____
 Interior Painting/Finish Details \$ _____
 Appliances \$ _____
 Finish Labor \$ _____
 Other \$ _____
 Total \$ _____

MISCELLANEOUS ESTIMATES

Contingency \$ _____
 Other \$ _____
 Other \$ _____
 Other \$ _____
 Total \$ _____

FINANCING COST ESTIMATES

Const. Loan Origination Fee \$ _____
 Interest Expense \$ _____
 Closing Costs \$ _____
 (Title Insurance, Recording Costs, Etc)
 Appraisal \$ _____
 Construction Insurance \$ _____
 Total \$ _____

Total Estimated Construction Costs \$ _____

Date _____ Member(s) Signature(s) _____

LOAN APPLICATION/FINANCIAL STATEMENT

AMOUNT REQUESTED		REPAY NO. OF MONTHS	PURPOSE OF LOAN			No. OF YEARS AT PHYSICAL ADDRESS	
APPLICANT		LAST NAME	FIRST NAME	MIDDLE INITIAL	ACCT NO.		
E-MAIL ADDRESS		CELL PHONE	HOME PHONE		WORK PHONE		
PHYSICAL ADDRESS		CITY	STATE		ZIP CODE	<input type="checkbox"/> DOWN <input type="checkbox"/> RENT	
MAILING ADDRESS		CITY	STATE		ZIP CODE		
CO-APPLICANT		LAST NAME	FIRST NAME	MIDDLE INITIAL	ACCT NO.		
E-MAIL ADDRESS		CELL PHONE	HOME PHONE		WORK PHONE		

SOURCE OF INCOME

Alimony, child support, or public assistance Income need not be revealed if you do not want it considered for this loan application.

Applicant Gross Monthly Salary	\$	
Co-Applicant Gross Monthly Salary		
Bonus and Commissions		
Net Monthly Real Estate Income		
Dividends		
Other Income (Please Itemize)		
TOTAL INCOME	\$	

PERSONAL INFORMATION: APPLICANT

CURRENT EMPLOYER		NUMBER OF YEARS
CURRENT OCCUPATION		NO. OF DEPENDENTS
SOC. SEC. NUMBER	DATE OF BIRTH	
PREVIOUS ADDRESS	NUMBER OF YEARS	
FORMER EMPLOYER	OCCUPATION	NUMBER OF YEARS

PERSONAL INFORMATION: CO-APPLICANT

CURRENT EMPLOYER		NUMBER OF YEARS
CURRENT OCCUPATION		NO. OF DEPENDENTS
SOC. SEC. NUMBER	DATE OF BIRTH	
PREVIOUS ADDRESS	NUMBER OF YEARS	
FORMER EMPLOYER	OCCUPATION	NUMBER OF YEARS

PERSONAL FINANCIAL SUMMARY

(Complete worksheet on back FIRST, then transfer total amounts to this summary)

ASSETS	CURRENT VALUES (omit cents)
Cash in MVFCU Account(s)	\$
Cash in other Financial Institutions	
Other Cash on hand	
Ret. Accts./Sec./Stocks/ Bonds (worksheet box 1)	
Mortgages/Contracts Owned (worksheet box 2)	
Real Estate Owned (worksheet box 3)	
Insurance Cash Value (worksheet box 5a)	
Accounts and Notes Receivable	
Automobiles Year Model	
1.	
2.	
3.	
Personal Property (estimated value)	
Other Assets	
1.	
2.	
TOTAL ASSETS	\$

LIABILITIES	MONTHLY PAYMENTS	BALANCES (omit cents)
Notes Payable to MVFCU	\$	\$
Notes Payable to other banks		
Notes Payable to relatives		
Notes payable to others		
Rent (if applicable)		
Real Estate Owed (worksheet boxes 4)		
Life Ins. Loans (worksheet box 5b)		
Credit Card Debt (worksheet box 6)		
Other Misc. Debt (worksheet box 7)		
Accounts and Bills Payable		
Taxes Payable/Accrued Taxes		
TOTAL MONTHLY PAYMENTS	\$	\$
TOTAL LIABILITIES (Total Owing)	\$	
NET WORTH (Total Assets-Total Liabilities)	\$	
TOTAL LIABILITIES + NET WORTH	\$	

1. Yes No Are you relying on Property located in a Community Property State for this application?
2. Yes No Are you relying on your Co-Applicant's income for this application?
3. Yes No Are you a cosigner or guarantor for another?
4. Yes No Have you ever been adjudicated bankrupt?
5. Yes No Is there any unsatisfied judgment against you or tax liens against your property?
6. Yes No Are you a defendant in any suit or legal action?

If the answer to questions 3 - 6 are Yes, please provide details on a separate sheet.

READ BEFORE SIGNING

For the purpose of procuring and maintaining credit, in any form whatsoever, with MVFCU from time to time, the undersigned submits the foregoing and following statement and information contained on both pages of this statement both written and printed and including supplemental statements as being a full, true and correct statement of my financial condition on the date stated. The undersigned agrees to notify MVFCU in writing of any materially unfavorable change in my financial condition, and in the absence of such notice, or of a new and full written statement, this may be considered as a continuing statement and substantially correct; and it is hereby expressly agreed that upon application for further credit, this statement shall have the same force and effect as if delivered as an original statement of my financial condition at the time such further credit is requested. Verification may be obtained from any source named in this application and from any credit reporting agency. I understand that MVFCU will keep this application whether or not it is approved. CAUTION: It is a federal crime to give false information or forge a document to induce a federal credit union to grant a loan (title 18 Sec. 1014 of the U.S. Code).

Date Applicant Signature

Date Co-Applicant Signature

ASSETS AND LIABILITIES WORKSHEET

Fill in the worksheet as completely as possible. The TOTAL blocks that will be transferred to the front are numbered and referenced on the front for your convenience. If you have any questions, please don't hesitate to call 907-745-4891 or 694-4891, Monday through Friday between 10:00 a.m. and 6:00 p.m. You may also wish to visit the MVFCU commercial website at www.mvfcu.com for more information.

SCHEDULE A: RETIREMENT ACCOUNTS, SECURITIES, STOCKS AND BONDS OWNED

NO. OF SHARES OR PAR VALUE	DESCRIPTION OF SECURITIES, STOCKS AND BONDS, BOTH LISTED AND UNLISTED	REGISTERED IN THE NAME OF	MARKET PRICE	TOTAL MARKET VALUE
			\$	\$
TOTAL RETIREMENT ACCOUNTS, SECURITIES, STOCKS AND BONDS OWNED				¹ \$

SCHEDULE B: MORTGAGES OR CONTRACTS OWNED

(Mortgages/Contracts that you receive payments on)

DESCRIPTION OF PROPERTY	NAME OF DEBTOR	MONTHLY PAYMENTS	AMOUNT PAST DUE	ORIGINAL BALANCE	PRESENT BALANCE
		\$	\$	\$	\$
TOTAL MORTGAGES OR CONTRACTS OWNED					² \$

SCHEDULE C: REAL ESTATE OWNED/OWED

Unless otherwise noted, titles stand in name of:

DESCRIPTION OF PROPERTY/ IMPROVEMENTS (PHYSICAL ADDRESS/LEGAL DESCRIPTION)	YEAR ACQUIRED	MONTHLY RENTAL INCOME (IF ANY)	LAND AND BUILDINGS VALUE	TO WHOM INDEBTED (IF APPLICABLE)	MONTHLY PAYMENT	CURRENT BALANCE
		\$	\$		\$	\$
TOTAL REAL ESTATE OWNED				³ \$	TOTAL R. E. OWED	
				^{4a} \$	^{4b} \$	

SCHEDULE D: LIFE INSURANCE CARRIED

NAME OF INSURANCE COMPANY	POLICY AMOUNT	NAME OF BENEFICIARY	CASH SURRENDER VALUE	LOANS AGAINST POLICY
			\$	\$
TOTAL LIFE INSURANCE CARRIED			^{5a} \$	^{5b} \$

SCHEDULE E: CREDIT CARD DEBT

NAME AND CITY/STATE OF CREDIT CARD COMPANY	CREDIT CARD COMPANY PHONE NUMBER	CREDIT LIMIT	CURRENT VALUE	MINIMUM MONTHLY PAYMENT
		\$	\$	\$
TOTAL CREDIT CARD DEBT			⁶ \$	\$

SCHEDULE F: OTHER MISCELLANEOUS DEBT OR OTHER CREDIT REFERENCES

NAME AND CITY/STATE OF CREDIT ISSUER	COMPANY/LENDER PHONE NUMBER	CREDIT LIMIT	CURRENT VALUE	MINIMUM MONTHLY PAYMENT
		\$	\$	\$
TOTAL OTHER MISCELLANEOUS DEBT			⁷ \$	\$



BUILDER'S RESUME FOR THE OWNER BUILDER

OWNER BUILDER

Name _____ Account No. _____

Phone No _____ Cell No _____

Address _____

Building Permit _____

BUILDING HISTORY

Are you currently or have you ever been employed in the construction industry? Yes No

Years of Experience _____

Experience

- | | | | |
|--|--------------------------------------|-----------------------------------|--|
| <input type="checkbox"/> Framing | <input type="checkbox"/> Electrical | <input type="checkbox"/> Plumbing | <input type="checkbox"/> Concrete |
| <input type="checkbox"/> Roofing | <input type="checkbox"/> Excavation | <input type="checkbox"/> Masonry | <input type="checkbox"/> Flooring/Tile |
| <input type="checkbox"/> Blue-Print Design | <input type="checkbox"/> Finish Work | <input type="checkbox"/> Other | |

Other Related Experience

Summary of Education *(Please Attach All Certificates)*

Number of Homes Built Previously _____ When _____

Improvements: Describe Current Improvements To Your Construction Location (I.E. Well And Septic Installation, Complete Thorough Framing, Etc.)

Date _____ Applicant Signature _____

Date _____ Co-Applicant Signature _____





CONSTRUCTION LOAN DISTRIBUTION REQUEST

Member Loan No. _____ Maturity Date: _____

Member / Builder _____

Property Address _____

Legal Description _____

Loan Amount \$ _____ Total Disbursed to Date \$ _____

Total Disbursement Requested at this Time \$ _____

Please Complete the Areas for which Disbursements will be Requested.

Aggregate Cost Area	Estimated Cost	X % Completed	- Prior Disbursement	= Disbursement Request
Plans / Permits		X _____ %	- _____	= _____
Site Preparation		X _____ %	- _____	= _____
Foundation / Concrete		X _____ %	- _____	= _____
Framing		X _____ %	- _____	= _____
Millwork		X _____ %	- _____	= _____
Plumbing		X _____ %	- _____	= _____
Electrical		X _____ %	- _____	= _____
Interior		X _____ %	- _____	= _____
Miscellaneous		X _____ %	- _____	= _____
_____		X _____ %	- _____	= _____
Interest		X <u>N/A</u> %	- _____	= _____

Total Disbursement Requested at this Time \$ _____

Since the last disbursement request, I/we have received the following: *(Attach copies, if applicable)*

Notice of Right to Lien _____ Stop Lending Notice _____ Claims of Lien _____ Lien Release _____

None of the Above _____

Since the last disbursement request I/we have run into the following problems or delays with the construction project: *(Please explain the nature of the problem or delay and if it will impact the time frame or estimated cost of the project.)*





As of _____, 20____, I/we have completed the above referenced work either completely or partially as noted. I/we will use the disbursed funds in the amount stated to pay for the costs associated with the project as outlined below:

Please deposit the disbursement request into my construction checking account no. _____ and/or make cashier's checks as follows:

Payable To _____ Amount \$ _____

Payable To _____ Amount \$ _____

Payable To _____ Amount \$ _____

The requested disbursements will be used to make payments to those sub-contractors or suppliers on this project for whom I/we have obtained services, supplies, equipment or materials. (Please indicate if you have paid for an item directly and these proceeds will be used to reimburse you for that expenditure. Attach a copy of the paid receipt.)

Sub-Contractor/Supplier _____ Contracted Price \$ _____

Telephone Number _____ Change Orders \$ _____

Services, Supplies, Equipment Or Materials Provided: _____ Payments Made \$ _____

_____ Unpaid Balance \$ _____

_____ Amount Now Owed \$ _____

_____ Amount To Be Paid

_____ From This Request \$ _____

Sub-Contractor/Supplier _____ Contracted Price \$ _____

Telephone Number _____ Change Orders \$ _____

Services, Supplies, Equipment Or Materials Provided: _____ Payments Made \$ _____

_____ Unpaid Balance \$ _____

_____ Amount Now Owed \$ _____

_____ Amount To Be Paid

_____ From This Request \$ _____

(Continued on following page.)





Sub-Contractor/Supplier _____ Contracted Price \$ _____
 Telephone Number _____ Change Orders \$ _____
 Services, Supplies, Equipment Or Materials Provided: Payments Made \$ _____
 _____ Unpaid Balance \$ _____
 _____ Amount Now Owed \$ _____
 _____ Amount To Be Paid
 _____ From This Request \$ _____

Sub-Contractor/Supplier _____ Contracted Price \$ _____
 Telephone Number _____ Change Orders \$ _____
 Services, Supplies, Equipment Or Materials Provided: Payments Made \$ _____
 _____ Unpaid Balance \$ _____
 _____ Amount Now Owed \$ _____
 _____ Amount To Be Paid
 _____ From This Request \$ _____

Sub-Contractor/Supplier _____ Contracted Price \$ _____
 Telephone Number _____ Change Orders \$ _____
 Services, Supplies, Equipment Or Materials Provided: Payments Made \$ _____
 _____ Unpaid Balance \$ _____
 _____ Amount Now Owed \$ _____
 _____ Amount To Be Paid
 _____ From This Request \$ _____

I/we understand that I/we are required by state statute and our construction loan agreement with the Matanuska Valley Federal Credit Union to use any loan proceeds disbursed for the purposes as specified above. I/we also understand that failure to do so will, if intentional, be a class A misdemeanor and breach our agreement with the credit union.

_____ Date Applicant Signature

_____ Date Co-Applicant Signature



MATERIALS DESCRIPTION

Member / Builder _____

Property Address _____

Legal Description _____

Proposed Construction Under Construction

FOOTINGS AND FOUNDATION

FOOTINGS

Type Perimeter Monoslab Pilings

Material Concrete AWW Steel

Reinforcing Rebar Size _____ Additional Info _____

FOUNDATION

Material Block Concrete AWW ICF Block

Reinforcing Rebar Size _____

Water Proofing Material _____

Insulation Type _____ Additional Information _____

FRAMING

FLOOR FRAMING

Floor Joist Material _____

Size and Spacing _____

Sub-Flooring Material _____

Additional Information _____

EXTERIOR WALL FRAMING

Framing Material _____

Sheathing Material _____

House Wrap Material _____

Siding Material _____

Exterior Trim Material _____

INTERIOR PARTITION FRAMING

Framing Material _____

Size and Spacing _____

Additional Information _____

ROOF FRAMING

Rafter Material _____

Size and Spacing _____

Truss Material _____

Spacing and Location _____

Sheathing Material _____

Underlayment Material _____

Roofing Material _____ Grade _____
 Gutters and Downspouts _____

MILLWORK

EXTERIOR DOORS AND WINDOWS

Main Entrance Door Type _____ Material _____
 Other Door Types _____ Material _____
 Garage Door Type _____ Material _____
 Window Type _____ Material _____ Wood Vinyl Other _____
 Glass Panes 1 2 3 Low E1 Heat Mirror Argon Screens
 Additional Information _____

INTERIOR DOORS AND TRIM

Door Type _____ Material _____
 Door and Base Trim Type _____ Material _____
 Finish Coatings _____
 Additional Information _____

PLUMBING / HEATING / VENTILATION

PLUMBING

Water Supply Public Private Community System
 Sewage Disposal Public Private Community System
 House Drains ABS Cast Iron Other _____
 Water Supply Copper Plastic Other _____
 Water Heater Type _____ Make & Model _____

FINISH PLUMBING

Kitchen Sink Make _____ Faucet _____
 Bathroom Sink Make _____ Faucet _____
 Bath Tub Make _____ Faucet _____
 Shower Stall Make _____ Faucet _____
 Lavatory Make _____ Faucet _____
 Other (Describe) _____

HEATING

Fuel Type Gas Oil Propane Electric Wood Other _____
 System Type Forced Air Radiant Floor HWBB Panel Other _____
 Furnace / Boiler Make and Model _____ Efficiency _____%

MECHANICAL VENTILATION EQUIPMENT

Make and Model _____
 Additional Information _____

ELECTRICAL

WIRING

Service Overhead Underground Generator
 Panel Amps _____ No. of Circuits: _____



Special Wiring Cable Phone Computer Sec. System Other _____

Additional Information _____

LIGHTING FIXTURES

Total No. Of Fixtures _____ Approximate Allowance per Fixture: \$ Specialty Lighting (Describe) _____

INTERIOR

INSULATION AND VAPOR BARRIER

Roof Insulation Type _____ R-Value _____

Ceiling Insulation Type _____ R-Value _____

Wall Insulation Type _____ R-Value _____

Floor Insulation Type _____ R-Value _____

Vapor Barrier Type _____ Mill _____

WALL AND CEILING TREATMENT

Material for Wall Finish Drywall Wood Other

Material for Ceiling Finish Drywall Wood Other

Finish Treatment Texture Smooth Other

Decorating Describe (Paint, Wall Paper, Etc) _____

Additional Information _____

CABINETS AND COUNTER TOPS

Kitchen Cabinet Type _____ Material _____

Bathroom Cabinet Type _____ Material _____

Counter Top Type _____ Material _____

Other Cabinets / Built Ins _____

Additional Information _____

FINISH FLOORS

Kitchen Material _____ Price Per Sq. Yard \$ _____

Bath Material _____ Price Per Sq. Yard \$ _____

Living Room Material _____ Price Per Sq. Yard \$ _____

Bed Rooms Material _____ Price Per Sq. Yard \$ _____

Other _____ Material _____ Price Per Sq. Yard \$ _____

Additional Information _____

STAIRS

Stair Finish Wood Carpet Other _____

Material Type _____

Additional Information _____

HARDWARE

Make, Model and Finish _____

APPLIANCES

Kitchen Oven / Range Make and Model _____

Dishwasher Make and Model _____ Microwave _____

Compacter Garbage _____ Disposal _____





MISCELLANEOUS ITEMS

Fireplace or Wood Stove _____

Specialty Equipment _____

Porches/Decks/Out Bldgs _____

Landscaping, Plantings, and Finish Grade _____

Other _____

Date Applicant Signature

Date Co-Applicant Signature



LIST OF SUB-CONTRACTORS AND SUPPLIERS

Member / Builder _____

Property Address _____

Legal Description _____

	COMPONENT NAME	PHONE NO.
	Plans	_____
	Building Inspections	_____
	Engineering	_____
	Well	_____
	Septic	_____
	Excavation	_____
	Concrete Supplier	_____
	Concrete Labor	_____
	Lumber Package	_____
	Framing Labor	_____
	Windows / Doors	_____
	Garage Door	_____
	Roofing	_____
	Plumbing Rough In	_____
	Finish Plumbing Supplier	_____
	Ventilation System	_____
	Electrical Rough In	_____
	Electrical Supplier	_____
	Insulation / Vapor Barrier	_____
	Drywall / Textures	_____
	Interior / Exterior Painting	_____
	Cabinet / Counter Top Supplier	_____
	Finish Labor	_____
	Floor Coverings	_____
	Appliances	_____

_____ / _____
 Date Member(s) Signature(s)



11/15/2013





**CONSUMER CONSTRUCTION LOAN NOTICE
TO HOME LOAN APPLICANT**

Applicant: _____ Member Account Number: _____

In connection with your application for a home loan or real estate loan and in compliance with the Fair and Accurate Credit Transactions Act of 2003 (FACT Act), Matanuska Valley Federal Credit Union (MVFCU) must disclose to you the credit score that a consumer credit agency has distributed to MVFCU and that MVFCU used in connection with your loan application, as well as the key factors affecting your credit score(s).

The credit score is a computer-generated summary calculated at the time we order your credit report. The credit score is based on information that the consumer-reporting agency has on file. The scores are based on data about your credit history and payment patterns. Credit scores are important because they are used to assist the lender in determining whether you will obtain a loan. The credit score may also be used to determine what interest rate and loan program you may be offered. Credit scores can change over time, depending upon your conduct, how your credit history and payment patterns change, and how credit-scoring technologies change.

Because the credit score is based on information in your credit history, it is very important that you review the credit-related information that is being furnished to make sure it is accurate. Credit records may vary from one credit reporting agency or company to another.

One or more of the following consumer reporting agencies will provide the credit score:

Experian (XPN)
PO Box 2002
Allen, TX 75013
1-(888) 397-3742

Trans Union (TUC)
PO Box 1000
Chester, PA 19022
1-(800) 916-8800

Equifax (EFX)
PO Box 740241
Atlanta, GA 30374
1-(800) 685-1111

If you have questions about your credit score or the information that is furnished to you, contact the consumer reporting agency at the address and telephone number provided in this notice. The consumer credit reporting agency plays no part in the decision to take any action on the loan application and is unable to provide you with specific reasons for the decision on a loan application.

The MVFCU Consumer Construction Loan Program does not offer a risk-based or tiered interest rate structure. Your credit profile meets our minimum requirements. This means you have qualified for our best interest rate for the program requested, and therefore disclosure of your credit score is not required.

If you have any questions concerning the terms offered to you with your loan application, please contact us directly. Your signature below acknowledges that this written notice was provided to you.

Date Applicant Signature

Date Co-Applicant Signature



MVFCU NOTICES AND DISCLOSURES FOR MVFCU IN-HOUSE REAL ESTATE LOANS

Thank you for applying for a Real Estate loan with Matanuska Valley Federal Credit Union (MVFCU). The following Notices and Disclosures are provided to help you better understand the law and the practices we follow.

NOTICE REQUIRED UNDER EQUAL CREDIT OPPORTUNITY ACT

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (with certain limited exceptions); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning MVFCU is: National Credit Union Administration (NCUA), Office of Examination and Insurance, Alexandria, VA. 22314-3428.

FAIR LENDING NOTICE

It is illegal to discriminate in the provision of or in the availability of financial assistance because of the consideration of: (1) Trends, characteristics of conditions in the neighborhood or geographical area surrounding a housing accommodation, unless the financial institution can demonstrate in the particular case that such a consideration is required to avoid an unsafe and unsound business practice; or (2) Race, color, religion, sex, marital status, national origin or ancestry. It is illegal to consider the racial, ethnic, religious or national origin composition of a neighborhood or geographical area surrounding a housing accommodation or whether or not, under what terms and conditions to provide financial assistance. These provisions govern financial assistance for the purpose of the purchase, construction, rehabilitation or refinancing of one to four unit family residences occupied by the owner/borrower. If you have any questions about your rights or you wish to file a complaint, contact the General Manager of MVFCU or: National Credit Union Administration (NCUA), Office of Examination and Insurance, Alexandria, VA. 22314-3428.

NOTICE REGARDING THE FAIR AND ACCURATE CREDIT TRANSACTIONS ACT OF 2003 (FACT ACT)

In accordance with the Fair and Accurate Credit Transactions Act of 2003 (FACT Act) we are advising you that we may report information about your loan account to consumer reporting agencies or credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report.

CREDIT SCORE NOTICE

In connection with your application for a home loan or real estate loan and in compliance with the Fair and Accurate Credit Transactions Act of 2003 (FACT Act), Matanuska Valley Federal Credit Union (MVFCU) must disclose to you the credit score that a consumer credit agency has distributed to MVFCU and that MVFCU used in connection with your loan application, as well as the key factors affecting your credit score(s). The Disclosure of Credit Score Information will be provided to you once we obtain your credit report.

One or more of the following consumer reporting agencies will provide the credit score:

Experian (XPN)
PO Box 2002
Allen, Tx. 75013

1-(888) 397-3742

Trans Union (TUC)
PO Box 1000
Chester, PA. 19022

1-(800) 916-8800

Equifax (EFX)
PO Box 740241
Atlanta, GA. 30374

1-(800) 685-1111

EMPLOYMENT AND FINANCIAL STATUS CERTIFICATION

A loan approval is based upon employment, income, obligations and collateral as shown on the loan application and supporting documentation. You are required to advise us immediately should anything regarding your income, credit, debts and obligations, and condition of your property or property title change prior to the closing and recording of your loan. If you close your loan without reporting such changes your loan could be considered in default.

Initials: _____/_____

NOTICE REGARDING FEES & CHARGES INCURRED DURING PROCESSING OF YOUR LOAN APPLICATION

Any fees paid at application or during the processing of your loan will be non-refundable unless the fee was for a specific report or service that had not yet been ordered or performed. During the processing of your loan application MVFCU will order a preliminary title search report. The fee charged by all title insurance companies for this title search is \$250. We may also order a flood hazard determination that involves a charge of \$15. If you fail to close your loan request with us in a timely manner after the title report and/or flood hazard determination have been obtained you will be required to pay the incurred charges.

BORROWERS CHOICE OF HAZARD INSURANCE PROVIDER

You have the right to choose the carrier of the required hazard insurance, subject to approval by MVFCU. MVFCU has the right to designate reasonable financial requirements and adequacy of coverage. All required insurance must be in effect at closing. Your closing may be delayed if you have not advised MVFCU of your selected insurance agent at least 3 days prior to closing.

HAZARD INSURANCE

Hazard insurance coverage is required for at least the amount of the total mortgage indebtedness including other mortgage loans against your home. The maximum allowable deductible is \$1,000.

EARTHQUAKE INSURANCE

Earthquake insurance is not required by MVFCU. Damage related to earthquake is not included in Hazard Insurance coverage. You should consult with your insurance agent on questions related to this or other hazard insurance coverage.

FLOOD INSURANCE

If it is determined that the property securing your loan is located in a special flood hazard boundary area you will be advised and flood insurance coverage equal to at least the amount of the loan will be required. In accordance with the requirements of the National Flood Insurance Program, any required Flood Insurance coverage must be paid in advance for 1 year and must be in effect before your loan can close.

PROPERTY TAXES AND HAZARD INSURANCE PREMIUMS WILL NOT BE INCLUDED IN YOUR PAYMENT

Property taxes and Hazard Insurance will not be collected nor managed by MVFCU as part of your loan payment. You are responsible to pay these costs in a timely manner when they come due. If MVFCU determines that property hazard insurance or flood insurance has lapsed we can and will force-place an insurance policy that provides coverage solely for property damage. You will be charged for all insurance coverage that MVFCU is forced to place. If property taxes or other government assessments are not paid they can create a lien against your property. In order to maintain and protect our lien position MVFCU can pay these charges and will then add those amounts to the total balance owing on your loan.

ACKNOWLEDGEMENT AND AGREEMENT

The interest rate and fees or charges reflected in the loan application and Good Faith Estimate are those that are in effect for the requested loan program on the day of application or disclosure.

MVFCU makes no promise at this point that your loan application will be approved or closed.

By signing below, I agree that MVFCU is not responsible for any issues that may result as a denial of my loan request. I understand that failure to provide requested information or documentation in a timely manner may result in a denial of my loan application.

Date Applicant Signature

Date Co-Applicant Signature

LIST OF LOCAL ICC INSPECTORS AND HOME ENERGY RATERS

ICC (INTERNATIONAL CODE COUNCIL) INSPECTORS

COMPANY	INSPECTOR	AREA	PHONE NO.	E-MAIL
Active Inspections & Energy Ratings P.O. Box 871825 Wasilla, Palmer Wasilla, AK. 99687	Carol Perkins Caryl Swinford	Glenallen Eagle River/Chugiak	907-376-0402 (fax) 376-0492	activeinspections@gci.net
Willow Inspections P.O. Box 264 Willow, AK 99688	Patrick Nault	Wasilla, Palmer, Sutton, Eagle River, Talkeetna	907-495-5500	winspect@pobox.mtaonline.net
Energy Design Associates 17526 Rachel Circle Eagle River, AK. 99577	Stuart Brooks	Glenallen Anchorage Eagle River/Chugiak Palmer/Wasilla	907-696-5573 (fax) 696-5573	
Energy Efficiency Associates Po Box 237 Willow, AK. 99688	Chuck Renfro	Willow	907-277-0955 (fax) 277-0956	crenfro@alaska.net
Home Inspections Plus + 17640 Lacey Dr. Eagle River, AK 99577	Troy Bloxom	Statewide	907-694-7587 (fax) 694-6649	homeinsp@mtaonline.net
Fairview Property Consultants 5159 S Snowshoe Pkwy Wasilla, AK 99654	Mike Divis	Wasilla	907-373-7599 (fax) 373-7590	divis@mtaonline.net
Lynne Lake Home Inspections P.O. Box 201 Willow, AK. 99688	John Hill	Willow	907-495-6413 (fax) 495-6415	lynnelake@gci.net
Owens Inspection Services P.O. Box 3589 Palmer, AK. 99645	David Owens	Palmer/Wasilla	907-746-5471 (fax) 746-5476	daveo@pobox.mtaonline.net
Ti-Le-An Management 165 E. Parks Hwy Suite 207 Wasilla, AK 99654	Bill Bruu	Statewide	907-373-5296 (fax) 376-0879	bill@tilean.com
Curry Inspection Services P.O. Box 877398 Wasilla, AK 99687	David A Curry		907-376-4652	
Alpenglow Inspectors 490 N Main Suite 175 Wasilla, AK 99654	Benjamin Vandorn Brian Vandorn Jacob Vandorn	Anchorage Eagle River, Chugiak, Valley	907-357-9999 (cell) 841-4747 (fax) 373-2794	info@alpenglowinspections.com
Milby Construction INC 2951 McRae Dr Wasilla, AK 99654	Robert L Milby SR	Anchorage, Eagle River, Sutton, Big Lake, Willow, Mat Su Borough	907-745-4337	lmiby@mtaonline.net

HOME ENERGY RATERS

COMPANY	RATER	AREA	PHONE NO.	E-MAIL
Active Inspections & Energy Ratings P.O. Box 871825 Wasilla, AK. 99687	Carol Perkins	Glenallen Eagle River/Chugiak Palmer/Wasilla	907-376-0402 (fax) 376-0492	activeinspections@gci.net
Energy Design Associates 17526 Rachel Circle Eagle River, AK. 99577 Palmer/Wasilla	Stuart Brooks	Glenallen Anchorage Eagle River/Chugiak	907-696-5573 (fax) 696-5573	
Energy Efficiency Associates Po Box 237 Willow, AK. 99688	Chuck Renfro	Willow	907-277-0955 (fax) 277-0956	crenfro@alaska.net
Owens Inspection Services P.O. Box 3589 Palmer, AK. 99645	David Owens	Palmer/Wasilla	907-746-5471 (fax) 746-5476	daveo@pobox.mtaonline.net
	Richard Owens	Palmer/Wasilla	907-232-5644	rich_r_owens@hotmail.com
R-Plus Company P.O. Box 874788 Wasilla, AK. 99687	Tom Dolan	Wasilla	907-376-5735 (fax) 376-4869	dolan@ak.net
Ti-Le-An Management 1650 Cottonwood Creek Drive Wasilla, AK 99654	Bill Bruu	Wasilla	907-373-5296 (fax) 376-0879	bill@tilean.com