HAYMAN RESIDENTIAL ENGINEERING SERVICES

Engineering Expertise for the Manufactured Housing Industry

MANUFACTURED HOME FOUNDATION CERTIFICATE ORDER FORM

Please schedule the following order for an engineering certificate. Typical turn around is 3-5 business days from payment confirmation.

LENDER/ORIGINATOR INFORMATION

Date ordered: _____

Person ordering certificate: _____

Check one: ☐ lender ☐ realtor ☐ owner ☐ other: _____

Company:_____

Company address (if first order include street address, city, state, zip)

_____

_____

Contact phone: _____

Lender fax: _____

Report to be delivered to following email:

_____

ORDER INFORMATION

Requested Service:

- ☐ FHA/HUD manufactured home permanent foundation certification
- ☐ Modular home permanent foundation certification
- ☐ Stick built house foundation inspection

Projected Closing Date: _____

Street Address of home: _____

City, State, Zip: _____

County: _____

Contact person to gain access:

Name: _____

Check one: ☐ owner ☐ realtor ☐ other: _____

Phone: _____

Name to go on certificate (if different from contact person):

_____

☐ HUD label photo/verification requested

Closing Company: _____

Closing Company contact person: _____

Phone Number: _____

Comments/Requirements other than normal cert inspection (septic, other)

_____

_____

_____

Loan Information: ☐ New Construction ☐ Existing Resale ☐ Refinance ☐ Rev Mortgage

Fax/send order to:

HouseDetectives

Attn: Terry

301-791-7216

www.house-detectives.us

terry@house-detectives.us

CHARGES AND PAYMENT INFORMATION

☐ $395.00 BORROWER IS PAYING FOR ENGINEERING CERTIFICATION AT TIME OF ORDER. Inspector will not be sent out until payment is received. Mileage charges may apply. See below. Payment is by:

- ☐ Check (fax copy to 1-866-827-7348 for electronic processing)
- ☐ Credit Card

Type: ☐ VISA ☐ MC Exp Date: _____

Name on Card: _____

CC#: _____

Sec Code (3 digit): _____ Zip Code: _____

☐ $595.00 BORROWER PREFERS TO PAY FOR THE CERTIFICATION AT THE TIME OF CLOSING. LENDER HAS INFORMED BORROWER THAT PAYMENT IS DUE WHETHER LOAN CLOSES OR NOT. All orders MUST be secured by either a post dated check (30 days from date of order) or credit card. If funds are not received from closing proceeds within 30 days, payment will be processed (whether the loan has closed or not). If the credit card or check is refused for any reason, the order will be turned over to a collections attorney and all collection charges will be added to the invoice. Mileage charges may apply. See below. Payment is secured by:

- ☐ Check (fax copy to 1-866-827-7348 for order processing and mail check to 2404 Jackson Blvd, Rapid City, SD 57702. Engineering Certification will not be released until check is received)
- ☐ Credit Card

Type: ☐ VISA ☐ MC Exp Date: _____

Name on Card: _____

CC#: _____

Sec Code (3 digit): _____ Zip Code: _____

☐ Loan is "Clear to Close" except for engr cert

☐ $200.00 EXPEDITED SERVICE. For $200 PLUS the above fee (check appropriate box), HRES will expedite order and give it top priority for processing. Typical expedited turnaround is 24 hours (but not guaranteed).

MILEAGE CHARGES: The first 30-miles one way, 60-miles round trip is included in the fee. Additional mileage will be billed at the rate of $ 0.50 per mile.

CANCELLATION CHARGES: There is no charge for orders cancelled within 24-hours. If order is cancelled more than 24-hours after order is received, there is a 50% charge. Secured payment will be used at the time of cancellation. If a check is used to secure payment, the check will be cashed and a 50% refund sent to the borrower. EXPEDITED orders may not be cancelled.

OTHER POLICIES:

- HRES must have inspections performed and photos taken by our certified inspector network. Homeowner photos cannot be used. We can certify manufactured homes on full basements from the appraisal.
- HRES cannot "pre-approve" foundations without an onsite inspection.