

Request Plus Second Mortgage Subordination

Lenders must provide this information to Virginia Housing at the time of loan approval.

Borrower(s): _____ Originating Lender: _____

Is the property currently borrower occupied? _____ Is this a Virginia Housing to Virginia Housing refi? _____

Virginia Housing Loan # to be subordinated: _____ New Virginia Housing Loan #: _____

Property Address: _____
Street Address City State Zip

Failure to submit this form in advance could cause a delay in the preparation and receipt of Subordination Agreement.

***Allow 10 business days for receipt of Subordination Agreement.**

***If this will not be a Virginia Housing to Virginia Housing refinance explain reason for exception request. Virginia Housing reserves the right to deny requests for subordination. Automatic subordination is not allowed due to the special wording on the Plus Second Mortgage. For Virginia Housing to non-Virginia Housing refinances, provide a copy of the Loan Estimate and Closing Disclosure documentation supporting a 10% net benefit to the borrower. There will be a \$300.00 charge for subordination preparation on Virginia Housing to non-Virginia Housing refinances.**

Income Amount: \$ _____ Borrower Exceeds Virginia Housing Maximum Income? _____

Comments:

Submit this request and a copy of the title policy indicating **Deed Book** and **page number** of the **existing second lien** to:

Virginia Housing
LoanServicing@VirginiaHousing.com