Published 8/2020
Number of Pages: 2

PENNSYLVANIA HOUSING FINANCE AGENCY
Homeownership Programs Division
211 North Front Street, Harrisburg, PA 17101
www.phfa.org
717-780-3871

Exception Request and Response Form

Use this form to request clarification from PHFA on PENNVEST loan requirements for a particular applicant or potential applicant. PHFA will respond on this form. Please remember to include a copy of PHFA's response to this request in the Origination Package.

Date of Request: _____ Number of Pages in Request: _____

Organization Making this Request (Lender): _____
Contact Person's Name: _____
Phone: _____ Email: _____

Type of Request:

☐ Preliminary request and submission of complete origination file for credit determination if preliminary review permits the loan application to continue.

☐ Preliminary request only. Origination file will be submitted for credit determination later if preliminary review permits the loan application to continue.

Borrower: _____ SS# _____
(Last Name) (First Name) (MI)

Co-Borrower: _____ SS# _____
(Last Name) (First Name) (MI)

PHFA Loan # (if assigned): _____

Please provide the following information:

Estimated Household Income: $_____
Projected Loan Use: _____
Projected Loan Amount: $_____

(Also include Full Credit Report if ordered)

Continued on page 2
(In case pages get separated)

Special circumstances you would like PHFA to take into consideration regarding the borrower or their situation (i.e. person with a disability, military service hardship, etc.):

_____
_____
_____
_____

Borrower: _____ __ _____ _____ ____
(Last Name) (First Name) (MI)

Please describe exactly what exception is being sought for this borrower and why:

_____
_____
_____
_____
_____
_____
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_____
_____

PHFA Response:

Exception Approved: ☐ Exception Denied: ☐

Explanation:

_____
_____
_____
_____
_____
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_____

Email Completed Form to: septic@phfa.org