



Tennessee Housing Development Agency

Andrew Jackson Building Third Floor
502 Deaderick St., Nashville, TN 37243

Bill Haslam
Governor

Ralph M. Perrey
Executive Director

MEMORANDUM

DATE: March 7, 2018

TO: THDA HBEI Approved Network Partners

FROM: Rhonda Ronnow, Director of Loan Operations

SUBJECT: Disclosure Representations for licensed Mortgage Loan Originators

Under the Tennessee Housing Development Agency HBEI Annual Certification, you disclosed that you were a licensed Mortgage Loan Originator. While this is not a specific prohibited interest, there are certain representations that are required to ensure that a potential conflict of interest situation is avoided. Please sign the statement below showing your agreement with these written representations concerning this matter so that it can be placed in our HBEI provider certification files.

I agree:

1. Not to hold myself out as representing THDA while actively working as a licensed Mortgage Loan Originator.
2. Not to provide Homebuyer education courses to borrowers that have also engaged me as a licensed Mortgage Loan Originator.
3. Not to represent a buyer in a transaction involving a THDA loan and receive any compensation related to any THDA mortgage loan transactions.
4. Not to have any contact with the Single Family Programs division based on your relationship as a HBE provider if a buyer or seller is attempting to finance a purchase or sale through a THDA loan.

Signature

NMLS #

Date