

FHA HOC Assistance Request for
Case Number Transfer Fax Cover Sheet

To: *(circle one)* **Denver HOC 303-672-5211/5210**
Atlanta HOC 404-331-4032
Philadelphia HOC 215-656-3434/3438
Santa Ana HOC 714-796-5522

From: *Requestor Name* _____
Phone # _____ *Fax #* _____
Email _____

Lender Name _____

Lender ID# _____

Please assist with the following case number transfer. Our customer has requested that we process a loan on the following case number, however we have found the original lender unresponsive to our request for a case number transfer.

- Case number _____

- Property Address _____

- Original Lender Information

Lender Name _____
Contacted Party Name(s) _____

Phone Number(s) _____

- Explanation of Efforts Made To Request Transfer
(attach explanation on company letterhead)

- Borrower request to transfer case number to new lender
(attach signed request)

Thank you for your assistance.