

INSTRUCTIONS FOR PREPARATION

ADDITIONAL INFORMATION: In item number sequence which appears in upper left of each box.

- Item 1. Enter the Borrower's Case Number. Show the state (1st 2 digits) and county code (next 3 digits) and the borrower's Social Security or Internal Revenue Service Tax Identification Number (last 10 digits).
Example:

2	9	0	3	7	0	0	8	7	6	7	5	2	4	6
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
- Item 2. Enter maturity date of deferred amounts. Example:

0	6	-	3	0	-	9	5
---	---	---	---	---	---	---	---
- Item 3. Enter Agency assigned Loan Number. Example:

5	2
---	---
- Item 4. Enter the applicable Accounts Receivable Number if guaranteed portion has been repurchased and a number has been assigned by the Finance Office. Example:

0	3
---	---
- Item 5. Enter the Borrower's Name — Abbreviate name when necessary. Example:

J	O	H	N		E		D	O	E
---	---	---	---	--	---	--	---	---	---
- Item 6. Enter the amount of accrued interest on the borrower's debt that is being deferred.
Example: \$

			3	5	0	8	2	5	3
--	--	--	---	---	---	---	---	---	---
- Item 7. Enter the amount of borrower's principal debt to be deferred. Example: \$

			2	0	3	2	5	5	0
--	--	--	---	---	---	---	---	---	---
- Item 8. Enter the date Agency, Lender and Borrower finalized the deferment agreement. Example:

0	5	-	0	3	-	8	3
---	---	---	---	---	---	---	---
- Item 9. Enter the date through which the deferred principal is to be deferred (the date which accrued interest will begin on remaining debt balance). This date must be at the end of the month. Example:

0	3	-	3	1	-	8	3
---	---	---	---	---	---	---	---
- Item 10. Enter the date through which the deferred accrued interest is to be deferred (the date ending the deferred accrued interest and/or the date before interest will begin computing on the remaining debt principal balance). This date must be at the end of the month. Also the date should agree with date in item 9 above. Example:

0	3	-	3	1	-	8	3
---	---	---	---	---	---	---	---
- Item 11. Enter the interest rate pertaining to deferred interest reported in Item 6.
- Item 12. Reserved for Finance Office use.
- Item 13. To be used for preparing office for any comments pertaining to this transaction.
- Item 14. Signature of authorized Agency representative (See RD Instruction 1980-A).
- Item 15. Insert the title of Agency representative who signed Item 14.
- Item 16. Insert date on which form is signed.

This form is to be used by field offices to provide the Finance Office with required deferment data for borrower and lender file updating.

- PROCEDURE FOR PREPARATION : RD Instruction 1980-A.
- PREPARED BY : Appropriate Agency official.
- NUMBER OF COPIES : Original and two copies.
- SIGNATURES REQUIRED : Agency Representative.
- DISTRIBUTION OF COPIES : Original to Finance Office, copies to borrower's case file, and lender.