

# Note Amendments Extensions & Modifications

1.	EXISTING NOTE	CHANGES (Leave Blank if Unchanged)
Date:	Start Date of Original Note: (DD/MM/YYYY)	Start Date of Note Amendment: (MM/DD/YYYY)
Borrower's Name:		
Note Amount:	\$	\$
Current Balance:	\$	<--- Enter the existing note balance before the amendment.
Interest Rate:	%	%
Payment Amount:	\$	\$
Payment Frequency:		
Payment Type:	<input type="checkbox"/> Interest Only <input type="checkbox"/> Amortized	<input type="checkbox"/> Interest Only <input type="checkbox"/> Amortized
Maturity Date:		
% Ownership:	%	%
Secured By:		

**2. ADDITIONAL INFORMATION** (In addition to this form, we will need the following paperwork)

1) We will need the original note amendment (with original ink signature).

- a. The amendment must reference the existing note and terms.
- b. The amendment must detail the changes being made to the note.
- c. The amendment must state that it either replaces or adds to the existing note.
- d. The amendment must be signed by the client as "read and approved"

**2) If additional funds need to be sent to the borrower, we will need the attached Buy Direction Letter form.**

3) If the security on the note is changing, the following items will also be needed.

- a. For adding security to the note (i.e. adding a deed of trust), we require:
  - i. The signed, original security instrument
  - ii. If using a title company, a copy of the above is sufficient
  - iii. This will need to be signed by the IRA holder as "read and approved".
- b. For removing security from the note (i.e. release of deed of trust), we require:
  - i. The release instrument.
  - ii. This will need to be signed by the IRA holder as "read and approved".
  - iii. The client must provide a written statement requesting the original security instrument be mailed to the borrower or the title company as well as any other instructions.
- c. For exchanging security on the note, both of the above must be provided.

**3. HOW WOULD YOU LIKE TO PAY FOR THE TRANSACTION?** (\$50 Transaction Fee)

Choose One: <input type="checkbox"/> Your Account  <input type="checkbox"/> Credit Card	Credit Card Type: (the following are accepted) <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover  Card Number: _____ 3 Digit Security Code: _____ Exp. Date: _____  Exact Name on Card: _____ Signature: _____
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**4. SIGNATURE**

Account Holder Name:	New Direction Account Number:
Account Holder Signature: _____ Date: _____	