



DEPARTMENT OF VETERANS AFFAIRS
Regional Office
1240 East Ninth Street
Cleveland, OH 44199

October 30, 1998

In Reply Refer To: 325/26
Information Letter 26-98-18

TO: All VA Lenders

SUBJ: Important Notice To All VA Lenders Doing Business In New Jersey (*Please distribute this notice to all staff within your organization*).

1. The Department of Veterans Affairs (VA) is continuing our reorganization drive to provide more efficient and cost-effective service to our veterans and to the mortgage industry. Therefore, effective December 1, 1998, VA guaranteed home loan processing operations will be transferred from Newark, New Jersey to Cleveland, Ohio.

2. Transferred Operations. VA lenders for properties located in New Jersey should send requests for VA home loan Guaranty Certificates, Certificates of Commitment (prior approval loan packages), Certificates of Eligibility and Restorations of Entitlement to:

Department of Veterans Affairs Regional Office
Loan Production (325/261)
1240 E. 9th St.
Cleveland, OH 44199

In addition, all VA lenders who have home offices located in New Jersey should send requests for home loan guaranty authority, requests for training, and requests for other administrative matters related to their firm to the above address.

The Cleveland VA office is open weekdays from 8 a.m. to 4:30 p.m. eastern time. The telephone number is 1 (800) 729-5772, option 812. The fax line is (216) 522-2416.

3. Operations Remaining in Newark. Newark will retain activities related to acquired property sales and guaranteed home loan appraisals. Lenders should continue to order VA case numbers for properties located in New Jersey through the Automated Appraisal Assignment Processing System (AAAPS) at the VA Regional Office in Newark, New Jersey, and should continue to correspond with that office concerning the Lender Appraisal Processing Program (LAPP). Lenders may continue to send requests for verification of benefit-related indebtedness (VAF 26-8937) either to the VA Regional Office in Newark, New Jersey, or to VA Regional Office in Cleveland, Ohio. Hand-carried requests for loan guaranty eligibility and restoration will continue to be processed by the VA Regional Office in Newark, New Jersey.

4. Reminders for Lenders. Please include a copy of the appraisal with addenda as well as a copy of the notice or certificate of value with the closing documents to VA in Ohio when requesting a loan guaranty certificate. Additionally, please ensure that all of your employees and

representatives receive a copy of this announcement in order to avoid delays in processing VA guaranteed loans.

Page 2

SUBJ: Important Notice To All VA Lenders Doing Business In New Jersey

5. All correspondence that relates to the mortgagor should continue to be forwarded to the mortgagor's address directly. We will not be responsible for payments, payment coupons, escrow analysis, etc. Your continued cooperation is greatly appreciated.
6. As a reminder, it is absolutely critical that all correspondence include the complete 12 digit VA loan number, i. e. XX-XX-X-XXXXXXX.
7. Please disseminate this notice to all staff within your organization. Your continued participation in the VA Home Loan Program is appreciated.

Sincerely yours,

/s/

JAMES L. BRUBAKER, JR.
Loan Guaranty Officer