



DEPARTMENT OF VETERANS AFFAIRS
Regional Office
1240 East Ninth Street
Cleveland OH 44199
Website: <http://www.vba.va.gov/cleveland-rlc.htm>

October 7, 2003

In Reply Refer To: 325/262
Information Letter 26-03-18

TO: All Ohio VA Property Management Brokers

SUBJ: More Information on the VA PM A-76 Transition

What is the purpose of this release?

The Department of Veterans Affairs (VA) is continuing to transition our property management functions to Ocwen Federal Bank. This release will provide additional information to help you with the transition. Also see our earlier releases, 26-03-15, VA Property Management A-76 Transition, dated September 4, 2003; and 26-03-16, VA Property Management Changes, also dated September 4, 2003.

What exactly will this release tell me?

We expect that the actual property transfer date for properties in Ohio will be around the first day of 2004. We will provide you with more specific dates when they become available. Until then, it is critical that you adhere to the following procedures.

- Continue to perform property inspections and complete Property Inspection Reports (VA Form 26-0595V) for new assignments.
- Do not perform updates to the VA Form 26-0595v.
- Continue to perform property maintenance including initial cleanups, winterizing and lawn maintenance. These are necessary so that VA properties do not detract from the value of other homes in the community or result in deterioration of the property.
- Continue to perform emergency repairs. Emergency repairs are repairs that are done for safety reasons or to prevent substantial deterioration to a property. (Example: repairs to a roof, which is leaking.)
- Continue to act as VA's agent in eviction proceedings.
- Destroy any unused lock boxes and VA signs in your possession after completion of transition.
- Continue utilities without interruption. Ocwen will make any necessary arrangements to change the name of the responsible individual immediately upon transfer of the property. Please do not contact the utility to terminate service. This is especially necessary where electricity must be maintained to support sump pumps and to avoid freeze-ups.

- Where applicable, assure that Home Owner Association fees are paid through the month of transition of the property (or through that quarter if paid quarterly). As with utilities Ocwen will make any necessary arrangements to change the name of the responsible individual.
- Continue to collect rent through the month of the transition where rental agreements exist. Ocwen will, again, make any necessary arrangements to continue or terminate the agreements as applicable.

VA must receive final MB consolidated invoices no later than **February 16, 2004**. At that time, the current VA Property Management staff will be assigned new positions and responsibilities and your dealings will then be with either Ocwen Federal Bank or our Property Management Oversight Unit in Nashville, Tennessee. Therefore, failure to timely submit final invoices may result in substantial delays in receiving compensation.

Whom can I contact for more information?

There are still many local details that are pending finalization right now. For any questions regarding this transition that you would like us to try to answer, please contact any of the PM staff here in Cleveland. As long-standing VA Property Management Brokers, you may also contact Mr. Jack Hanley, Assistant Loan Guaranty Officer, or myself. Jack and I can be reached at 216-522-3614.

Again, we thank you for your partnership with VA in managing and selling our acquired properties over the years. We wish you well in your future activities whether with Ocwen Federal Savings Bank or in other endeavors.

/s/

JAMES L. BRUBAKER, JR.
Loan Guaranty Officer