

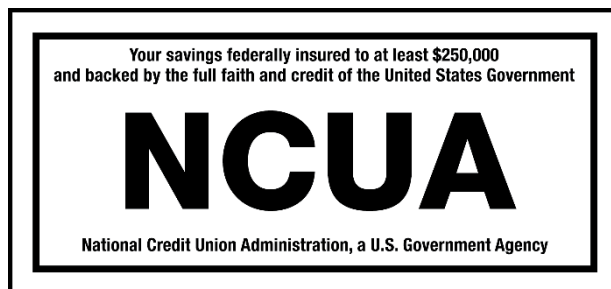


**Home Equity Line of Credit General Policy:**

Home equity loans allow qualifying borrowers to obtain credit based on the equity in their home. The Credit Union offers open-end home equity loans. Open-end credit allows qualifying borrowers to draw against a pre-authorized line of credit.

**HELOC Guidelines:**

Members who have at least three years of service with their employer may apply for up to 90% of the appraised value of their primary residence less the amount owed on a first mortgage. Minimum amount is \$10,000.00. The annual percentage rate is the current WSJ Prime rate and is subject to change each June and December as the WSJ Prime rate changes.



**LIST OF ITEMS NEEDED TO PROCESS YOUR  
HOME EQUITY LINE OF CREDIT  
LOAN APPLICATION**

1. Fully completed and signed loan Application.
2. Signed Authorization to Release Information.
3. Notice of Right to Copy of Appraisal with waiver
4. Warranty Deed.
5. Recent mortgage statement (if you have an existing mortgage) showing:
  - a. Borrower(s)
  - b. Account number
  - c. Current balance of mortgage, and
  - d. Phone number and address of current mortgage holder
6. Most recent tax assessment and /or current appraisal evidencing the approximate value of the property.
7. Most recent property insurance policy. Member will be required to list Family First Credit Union as Mortgagee on policy and provide proof ten (10 ) calendar days after closing.
8. Proof of Income Requirements.
  - \* Full Time and Part Time Employment. Most recent paystub (within 30 days) showing your salary or hourly wage.
  - \* Retirement Benefits and Income. Annual benefits letter and recent income to verify receipt of retirement benefits.
  - \* Trust or Pensions. Statements from pension plan or letters from your trust administrator.

**FAMILY FIRST CREDIT UNION**

**South Office**

3604 Atlanta Avenue, Hapeville, GA 30354  
 TEL# (404) 768-4980 FAX# (404) 768-5496

**North Office**

1560 Holcomb Bridge Road, Roswell, GA 30076  
 TEL# (770) 667-8114 FAX# (770) 667-8329

**LOAN APPLICATION - HOME EQUITY**

DATE	APPLICANT MEMBER NO.	CO-APPLICANT MEMBER NO.
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Line of Credit   
  Closed End   
  Request The Credit Union Advance Initial Fees And Cost  
 Limit \$ \_\_\_\_\_ Collateral Address: \_\_\_\_\_

MARRIED APPLICANTS may apply for a separate account. **Check the type of credit account you wish to apply for.**  
 **Individual Credit** – You must complete the applicant section about yourself and the other section about your spouse if:  
 You live in a community property state (AK, AZ, CA, ID, LA, NM, NV, P.R., TX, WA, WI) or your Spouse will use the account, or you are relying on your spouse's income as a source of repayment.  
 **Joint Credit** – If you are applying for a joint account or an account that you and another person will use, you must complete the applicant and other section.  
 You intend to apply for joint credit. Applicant Signature **X** \_\_\_\_\_ Co-Applicant Signature **X** \_\_\_\_\_

Complete for secured credit of if you live in a community property state  
 MARRIED   
  SEPARATED   
  UNMARRIED (Single, Divorced, Widowed)

Complete for secured credit of if you live in a community property state  
 MARRIED   
  SEPARATED   
  UNMARRIED (Single, Divorced, Widowed)

APPLICANT				OTHER <input type="checkbox"/> JOINT APPLICANT <input type="checkbox"/> CO-SIGNER/GUARANTOR					
NAME (FIRST, INITIAL, LAST)				NAME (FIRST, INITIAL, LAST)					
BIRTHDATE	SOCIAL SECURITY #	NO. OF DEP.	AGE OF DEPENDENTS	BIRTHDATE	SOCIAL SECURITY #	NO. OF DEP.	AGE OF DEPENDENTS		
CURRENT STREET ADDRESS			APT. NO.	SINCE	CURRENT STREET ADDRESS			APT. NO.	SINCE
PROPERTY VALUE		HOME PHONE NO.		PROPERTY VALUE		HOME PHONE NO.			
<input type="checkbox"/> OWN	<input type="checkbox"/> RENT \$	CELL PHONE NO.*		<input type="checkbox"/> OWN	<input type="checkbox"/> RENT \$	CELL PHONE NO.*			
FORMER STREET ADDRESS			YRS. THERE	FORMER STREET ADDRESS			YRS. THERE		

**EMPLOYMENT AND INCOME** If self employed, attach financial statement and income tax return.

CURRENT EMPLOYER	HIRE DATE	CURRENT EMPLOYER	HIRE DATE
STREET ADDRESS	WORK PHONE NO.	STREET ADDRESS	WORK PHONE NO.
POSITION	MONTHLY INCOME	POSITION	MONTHLY INCOME
	<input type="checkbox"/> NET <input type="checkbox"/> GROSS		<input type="checkbox"/> NET <input type="checkbox"/> GROSS
SUPERVISOR NAME AND PHONE NO.		SUPERVISOR NAME AND PHONE NO.	
FORMER EMPLOYER- Name/Address/Phone	YRS.	FORMER EMPLOYER- Name/Address/Phone	YRS.

**OTHER INCOME** You need not list income from alimony, child support or separate maintenance unless you wish it considered for purposes of granting this credit.

SOURCE OF OTHER INCOME 1	PHONE NUMBER	MO. GROSS INCOME	SOURCE OF OTHER INCOME 1	PHONE NUMBER	MO. GROSS INCOME
		\$			\$
SOURCE OF OTHER INCOME 2	PHONE NUMBER	MO. GROSS INCOME	SOURCE OF OTHER INCOME 2	PHONE NUMBER	MO. GROSS INCOME
		\$			\$

**PERSONAL REFERENCE** A = Applicant C = Co-Applicant

NAME/ADDRESS/PHONE OF NEAREST RELATIVE NOT LIVING WITH YOU (INDICATE "A" OR "C")	RELATIONSHIP
A   C	

**ASSETS AND DEPOSITS** LIST ALL ASSETS - ATTACH SEPARATE SHEET IF NECESSARY A = Applicant C = Co-Applicant

CHECK A	CHECK C	TYPE	FINANCIAL INSTITUTION	APPROXIMATE BALANCE	CHECK A	CHECK C	TYPE	FINANCIAL INSTITUTION	APPROXIMATE BALANCE
		CHECKING		\$			MONEY MARKET		\$
		SAVINGS		\$			CD'S		\$
		IRA'S		\$			OTHERS		\$
CAR 1: YEAR/MAKE			VALUE	\$	CAR 2: YEAR/MAKE			VALUE	\$
REAL ESTATE			VALUE	\$	OTHER			VALUE	\$

**CREDIT INFORMATION**

Please indicate appropriate box below with corresponding code. Be sure to list all open accounts with or without a balance. Attach separate sheet if necessary. A = Applicant C = Co-Applicant

CHECK A	C	TYPE OF LOAN	LENDERS (OR OTHER OBLIGATIONS) NAME LIST ALL OTHER CREDIT UNIONS AND BANKS	ACCOUNT NUMBER	BALANCE	MONTHLY PAYMENTS
		<input type="checkbox"/> MORT <input type="checkbox"/> RENTAL				

Please answer the following questions. If a yes answer is given, explain on attached sheet.

Please indicate A = Applicant C = Co-Applicant	A		C		A		C		
	YES	NO	YES	NO	YES	NO	YES	NO	
1. Have you ever filed a petition for bankruptcy? Date					5. Is any income you have listed likely to reduce in the next two years?				
2. Have you ever had any auto, furniture or property repossessed? Date					6. Have you ever had credit in any other name? What Name?				
3. Are you a co-maker or co-signer on any loan or lease? For Whom? Where?					7. Have you any suits pending, judgements filed, alimony or support awards against you?				
4. Do you have any past due bills?					8. Do you pay alimony or child support?				

**HOME EQUITY INFORMATION**

SINGLE FAMILY	2-4 FAMILY	CONDOMINIUM	PUD	OTHER
YEAR BUILT	NUMBER OF ROOMS	NUMBER OF BEDROOMS	NUMBER OF BATHS	GARAGE/CARPORT

Liens: A lien is a legal claim filed against property as security for payment of a debt. Liens include mortgages, deeds to secure debt, land contracts, judgements and past due taxes. List every lien against your home.	PRESENT BALANCE	ESTIMATE YOUR EQUITY
FIRST MORTGAGE HELD BY: _____	\$ _____	CURRENT MARKET VALUE \$ _____
_____	\$ _____	SUBTRACT TOTAL VALUE OF LIENS \$ _____
_____	\$ _____	EQUALS YOUR EQUITY= \$ _____
OTHER LIENS (DESCRIBE) _____	\$ _____	

IS THE PROPERTY DESCRIBED IN THIS SECTION - YOUR PRINCIPAL DWELLING? <input type="checkbox"/> YES <input type="checkbox"/> NO - LISTED AS THE APPLICANT'S ADDRESS IN THE "ABOUT YOU" SECTION? <input type="checkbox"/> YES <input type="checkbox"/> NO	IS ANYONE OTHER THAN YOUR SPOUSE A PART OWNER OF YOUR HOME? <input type="checkbox"/> YES <input type="checkbox"/> NO	DO YOU PLAN TO LIVE IN THE SAME HOME FOR THE NEXT FIVE YEARS? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNDECIDED
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**SIGNATURES - Are you currently on active military duty?**  Yes  No

\*Permission to Contact: By providing the Credit Union with a wireless phone number (cell phone), you consent to receiving calls, including autodialed and prerecorded messages from the Credit Union or its third party debt collector at that number. You agree that everything stated in this application is true and correct to the best of your knowledge. The Credit Union or its agent is authorized to investigate your credit worthiness, employment history, and to obtain a credit report and to answer questions about their credit history with you. You understand that any false or misleading statements in your application may cause any loan to be in default.

APPLICANT SIGNATURE <b>X</b>	DATE (Seal)	<input type="checkbox"/> CO-APPLICANT <b>X</b>	DATE (Seal)
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**DEMOGRAPHIC INFORMATION - This section asks about your ethnicity, sex, and race.**

The purpose of collecting this information is to help ensure that all applicants are treated fairly and that the housing needs of communities and neighborhoods are being fulfilled. For residential mortgage lending, Federal law requires that we ask applicants for their demographic information (ethnicity, sex, and race) in order to monitor our compliance with equal credit opportunity, fair housing, and home mortgage disclosure laws. You are not required to provide this information, but are encouraged to do so. You may select one or more designations for "Ethnicity" and one or more designations for "Race." The law provides that we may not discriminate on the basis of this information, or on whether you choose to provide it. However, if you choose not to provide the information and you have made this application in person, federal regulations require us to note your ethnicity, sex, and race on the basis of visual observation or surname. The law also provides that we may not discriminate on the basis of age or marital status information you provide in this application. If you do not wish to provide some or all of this information, please check below.

BORROWER	CO-BORROWER
<b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Mexican <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Cuban <input type="checkbox"/> Other Hispanic or Latino - Print origin: _____ <i>Examples: Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.</i> <input type="checkbox"/> Not Hispanic or Latino I do not wish to furnish this information	<b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Mexican <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Cuban <input type="checkbox"/> Other Hispanic or Latino - Print origin: _____ <i>Examples: Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.</i> <input type="checkbox"/> Not Hispanic or Latino I do not wish to furnish this information
<b>Race</b> <input type="checkbox"/> American Indian or Alaska Native - Print name of enrolled or principal tribe: _____ <input type="checkbox"/> Asian <input type="checkbox"/> Asian Indian <input type="checkbox"/> Chinese <input type="checkbox"/> Filipino <input type="checkbox"/> Japanese <input type="checkbox"/> Korean <input type="checkbox"/> Vietnamese <input type="checkbox"/> Other Asian - Enter race: _____ <i>Examples: Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.</i> <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Guamanian or Chamorro <input type="checkbox"/> Samoan <input type="checkbox"/> Other Pacific Islander - Print race: _____ <i>Examples: Fijian, Tongan, and so on.</i> <input type="checkbox"/> White I do not wish to provide this information	<b>Race</b> <input type="checkbox"/> American Indian or Alaska Native - Print name of enrolled or principal tribe: _____ <input type="checkbox"/> Asian <input type="checkbox"/> Asian Indian <input type="checkbox"/> Chinese <input type="checkbox"/> Filipino <input type="checkbox"/> Japanese <input type="checkbox"/> Korean <input type="checkbox"/> Vietnamese <input type="checkbox"/> Other Asian - Print race: _____ <i>Examples: Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.</i> <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Guamanian or Chamorro <input type="checkbox"/> Samoan <input type="checkbox"/> Other Pacific Islander - Print race: _____ <i>Examples: Fijian, Tongan, and so on.</i> <input type="checkbox"/> White I do not wish to provide this information
<b>Sex</b> <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> I do not wish to furnish this information	<b>Sex</b> <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> I do not wish to furnish this information

<b>To Be Completed by Financial Institution (for application taken in person):</b> Was the ethnicity collected on the basis of visual observation or surname? Was the sex collected on the basis of visual observation or surname? Was the race collected on the basis of visual observation or surname?	<b>Borrower</b> <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES	<b>Co-Borrower</b> <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES
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The Demographic Information was provided through:  
 Face-to-Face interview (includes Electronic Media w/ Video Component)  Telephone Interview  Fax or Mail  Email or Internet

**FOR CREDIT UNION USE ONLY**

<input type="checkbox"/> LOAN OFFICER	ADVANCED APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> COUNTER OFFER WILL BE MADE. IF ACCEPTED, ADVANCE APPROVED.
<input type="checkbox"/> OTHER	OUTSIDE INFORMATION CONSIDERED: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, ATTACH ADDITIONAL SHEET AND DESCRIBE.
REFERRED TO/REASON(S) FOR REFERRAL:	APPROVED AMOUNT \$ _____	DEBT RATIO _____
DESCRIBE COUNTER OFFER:	_____	
SPECIFIC REASON(S) FOR REJECTION:	_____	
SIGNATURES		
<input type="checkbox"/> LOAN OFFICER: X _____	X _____	DATE _____
<input type="checkbox"/> OTHER: X _____	X _____	DATE _____
<input type="checkbox"/> ECOA NOTICE AND REASON FOR REJECTION SENT OR DELIVERED ON _____	(DATE) BY _____	DATE (INITIALS) _____
	Mortgage Loan Originator:	Mortgage Loan Officer Name:
	NMLS #: 464070	NMLSR ID:

## AUTHORIZATION TO RELEASE INFORMATION

Borrower: \_\_\_\_\_

Property: \_\_\_\_\_

To Whom It May Concern:

I/we have applied for a Home Equity Line of Credit from Family First Credit Union. I/we hereby authorize you to provide to their attorney, Russell Ross, any and all information and documentation which they may from time to time request in connection with my payoff to your company.

A photographic or carbon copy of this authorization may be deemed to be the equivalent Of the original and may be used as a duplicate and have the same force and effect as the original.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Borrower

**NOTICE OF RIGHT TO COPY OF  
APPRAISAL WITH WAIVER (ECOA)**

**(404) 768-4980**  
www.ffcuga.org

Borrower Information	
Borrower(s): _____	Date: _____
Property Address: _____	Loan Number: _____

Lender: Family First Credit Union

Loan Originator: \_\_\_\_\_

**This notice is being provided to you pursuant to 12 CFR § 1002.14(a).**

We may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close.

You can pay for an additional appraisal for your own use at your own cost.

You will be provided a copy of each appraisal or written valuation concerning this property promptly upon completion, or three (3) business days prior to the time you become contractually obligated on the transaction (for closed-end credit) or account opening (for open-end credit), whichever is earlier.

**Initial the applicable statement:**

\_\_\_\_\_ I/We wish to receive a copy of each appraisal report or written valuation according to the timing requirement described above.

\_\_\_\_\_ I/We wish to waive the timing requirement described above and, instead, agree to receive any copy at or before the time I/we become contractually obligated on the transaction (for closed-end credit) or account opening (for open-end credit), except where otherwise prohibited by law.

**ACKNOWLEDGEMENT**

**By signing below, you hereby acknowledge reading and understanding all of the information disclosed above and receiving a copy of this notice on the date indicated below.**

\_\_\_\_\_  
Borrower Name DATE

\_\_\_\_\_  
Borrower Name DATE

## **FAMILY FIRST CREDIT UNION HOME EQUITY LINE OF CREDIT DISCLOSURE**

This disclosure contains important information about our Home Equity Line of Credit product. You should read it carefully and keep a copy for your records.

**Availability of Terms:** All of the terms described below are subject to change. If these terms change (other than the annual percentage rate) and you decide, as a result, not to enter into an agreement with us, you are entitled to a refund of any fees that you paid in connection with your application.

**Security Interest:** We will take a mortgage in your home. If you fail to meet any condition or term of the agreement in connection with obtaining a mortgage loan you may lose the property through foreclosure.

**Possible Actions:** We can terminate your account, require you to pay the entire outstanding balance, and charge certain fees if:

1. You engage in fraud or material misrepresentation in connection with the plan.
2. You do not meet the repayment terms of the plan.
3. Your action or inaction adversely affects the collateral for the plan or our rights in the collateral.

We can refuse to make additional extensions of credit or reduce your credit limit if:

1. The value of the dwelling securing the plan declines significantly below its appraised value.
2. We reasonably believe that you will not be able to meet the repayment requirements, due to a change in your financial circumstances.
3. You are in default of a material obligation of the plan.
4. Government action prevents us from imposing the annual percentage rate provided for under the plan or impairs our security interest such that the value of the interest is less than 120 percent of the credit line.
5. A government authority has notified us that continued advances would constitute an unsafe business practice.
6. The maximum annual percentage rate is reached.

The initial agreement permits us to make changes to the terms of the plan at specified times or upon the occurrence of specified events.

**Minimum Payment Requirements:** You can obtain advances of credit for a period of six (6) years from the date your account is opened (the “initial term”).

During the initial term, payments will be due monthly. Your minimum monthly payment will equal the greater of \$10.00, or the amount calculated by applying the appropriate minimum monthly payment factor shown below to your outstanding principal at the end of each billing cycle:

**If the periodic rate is:**  
**5.00% through 11.50%**

**then the factor will be:**  
**1.50%**

If the monthly payments fail to repay the principal and interest by the expiration date of the initial term, a balloon payment in the amount of the remaining unpaid outstanding balance will be due at that time.

We may agree to extend the initial term for an additional six (6) years, and furthermore may agree to subsequent renewal terms thereafter for periods of one (1) year each; however any decision by us to so extend any term shall be within our sole discretion. In the event of any extension, the minimum payments during any such extension will be the same as the initial term.

**Minimum Payment Example:** If you made an initial credit advance of \$10,000 at an annual percentage rate of 12.00%, made only the minimum monthly payments and took no other credit advances during the initial term, you would make 119 monthly payments varying between \$150.00 and \$82.20. Unless the initial term is extended, the 120<sup>th</sup> payment, which would equal the remaining outstanding balance, would be in the amount of \$5,479.86 to pay the advance in full.

**Fees and Charges:** To open and maintain a line of credit, you must pay the following fees:  
None

**Minimum Draw Requirement:** The minimum credit advance that you can receive is \$500.00.

**Tax Deductibility:** You should consult a tax advisor regarding the deductibility of interest and charges under the plan.

**Variable-Rate Information:** The plan has a variable-rate feature and the annual percentage rate (corresponding to the periodic rate) and the minimum payment can change as a result.

The annual percentage rate includes only interest and not other costs.

The annual percentage rate is based on the "Prime Rate" published in the Wall Street Journal.



**Rate Changes:** The annual percentage rate can change twice yearly. The maximum annual percentage rate that can apply during the plan is 11.50% or the maximum rate allowed by law, whichever is less. The minimum annual percentage rate that can apply to your plan is 5.00%. Except for the 11.50% (or the maximum rate allowed by law, whichever is less) “cap” and the 5.00% floor, there is no limit on the amount by which the rate can change during any one-year period.

**Maximum Rate and Payment Examples:** If you had a balance of \$10,000, the minimum monthly payment at the maximum annual percentage rate of 11.50% would be \$150.00. Except as explained below under the heading “Exception”, this annual percentage rate could be reached during the first month.

**Exception:** Under no circumstances may the maximum annual percentage rate for your plan exceed 11.50%; however, the plan provides that if the maximum rate allowed by law is less than 11.50%, then the maximum annual percentage rate for your plan will not exceed the maximum rate allowed by law. The maximum rate allowed by law may fluctuate the term of your plan.

**Historical Example:** The following table shows the Prime Rate index values and the actual annual percentage rate from January 1<sup>st</sup> of each year for the past 15 years.

Year	Prime Rate	Actual APR
2003	4.25%	5.00%
2004	4.00%	5.00%
2005	5.25%	5.25%
2006	7.25%	7.25%
2007	8.25%	8.25%
2008	7.25%	7.25%
2009	3.25%	5.00%
2010	3.25%	5.00%
2011	3.25%	5.00%
2012	3.25%	5.00%
2013	3.25%	5.00%
2014	3.25%	5.00%
2015	3.25%	5.00%
2016	3.75%	5.00%
2017	4.50%	5.00%

Updated: 9/26/2018