



Maryland Department of Housing and Community Development
Community Development Administration/Single Family Housing

March 12, 2004

Directive 2004-3

MEMORANDUM FOR: ALL PARTICIPATING LENDERS

SUBJECT: REVISED LOAN DOCUMENT FOR THE MARYLAND MORTGAGE PROGRAM

The purpose of this Directive is to provide you with a revised [*Notice to Borrower with Information for Calculating Potential Recapture Tax*](#). This Directive will be posted on our website and Lender On-Line and should be read by all of your originating branches as well as your closing and shipping staff. In addition, this document will be posted on our website and Lender On-Line.

Highlight of Revisions to Program Loan Document

- THE NOTICE TO BORROWER WITH INFORMATION FOR CALCULATING POTENTIAL RECAPTURE TAX

The Department of Housing and Urban Development has released new area and statewide median income figures for Maryland which affect threshold incomes under the Program, and in particular affect the recapture tax notice to buyers. Therefore, the *Notice to Borrower with Information for Calculating Potential Recapture Tax* form has been updated. Please make sure this document is incorporated into your systems for immediate use. **This [new form](#) (copy enclosed) is dated 03/09/04 and must be used for all loans RESERVED on or after Friday, March 26, 2004.**

Please note that the **old form of the “Notice to Borrower with Information for Calculating Potential Recapture Tax” dated 3/12/03 must be used for all loans RESERVED prior to Friday, March 26, 2004.**

As always we appreciate your continued participation in MMP. If you have questions concerning this Directive or suggestions for improvement of our Program, please contact me directly at (410) 514-7508 or 1-800-638-7781 or by e-mail at manahan@dhcd.state.md.us.

Sincerely,

William J. Manahan
Sr. Manager
Single Family Housing

Enclosure: [Notice to Borrower with Information for Calculating Potential Recapture Tax \(03/09/04\)](#)