

HOMEBUYER EDUCATION AND COUNSELING
CONFLICT OF INTEREST AND DISCLOSURE AGREEMENT

Conflict of Interest Policy

The Housing and Urban Development (HUD) Handbook identifies three areas of conflict of interest: (1) a person in a position of trust (director, employee, officer or volunteer); (2) direct interest (administering housing counseling operation for personal or private gain); (3) referrals (it is a conflict to accept fees for referring clients). In general a conflict of interest could arise if an agency has a direct interest in the client by virtue of its role:

1. As the client's landlord,
2. As the client's real estate agent or broker,
3. As the client's creditor,
4. As the client's mortgage broker,
5. Loan originator, having a financial interest in, servicing, or underwriting a mortgage on the client's property;
6. Owning or purchasing a property that the client seeks to rent or purchase; or
7. Serving as a collection agent for the client's mortgage lender, landlord, or creditor.

In accordance with HUD Handbook 24 CFR 214.303(f), a director, employee, officer, contractor, volunteer, or agent of the agency named below, or the spouse, child or business partner of any individual holding these positions shall not engage in activities that create a real or apparent conflict of interest.

_____ hereby complies with the above Conflict of Interest Policy.
Agency Name

Homebuyer Education Counselor

Date

Client

Date

(S A M P L E)

Disclosure to Clients

_____ (Agency Name) provides below a list of all financial and industry partners. The client is not obliged to receive, purchase, or utilize any services offered by _____ (Agency Name) or our exclusive partners, in order to receive housing counseling services.

A. Lending Partners of _____ (Agency Name):

a. Mortgage Lenders List (List Below)

1. ABC Mortgage Company

John Jones
123 Main Street
Nashville, TN. 37242
615-123-4567
Email address

2. 123 Bank

Susie Que
555 Any Street
Nashville, TN 37203
615-555-5555
Email address

B. Industry Partners of _____ (Agency Name):

a. Tennessee Housing Development Agency

b. _____

c. _____