



### Subordination Request Form

Department of Planning and Development  
200 3rd Street North  
Fargo, ND 58102  
Fax: 701-241-1526

This form is designed to provide the necessary information to process a request to subordinate a City of Fargo mortgage. Please complete the entire form as incomplete forms will be denied and additional information may be requested. Please send all information to the address listed above, by fax, or to [planning@cityoffargo.com](mailto:planning@cityoffargo.com). The City of Fargo is in sole discretion to agree to subordinate the mortgage. For questions, please call 701.241.1474.

#### Homeowner Information

Homeowner(s) Name \_\_\_\_\_  
Homeowner(s) Address \_\_\_\_\_  
Appraised Value <sup>1</sup> \_\_\_\_\_ Date of Appraisal \_\_\_\_\_  
City Assessed Value <sup>2</sup> \_\_\_\_\_

<sup>1</sup> Attach copy of appraisal if one is prepared  
<sup>2</sup> Available on [fargoparcels.com](http://fargoparcels.com)

#### Lender Information (To which City would subordinate)

Lending Institution \_\_\_\_\_  
Lender Contact Name \_\_\_\_\_ Phone \_\_\_\_\_  
Lender Address \_\_\_\_\_ Fax \_\_\_\_\_

#### Reason for Request (check all that apply)

*A title report and fee summary (closing costs, fees, etc.) must be attached to this request.*

- Simple refinance** - to lower interest rate only (no debt consolidation or cash out)
- Borrow money** - to make *additional improvements* to the property

<u>Type of Improvement</u>	<u>Estimated Costs</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

- Borrow money** - to *consolidate/re-finance* non-housing related debt

<u>Description</u>	<u>Amount</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

**Other**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

