Sandy Spring Bank
From here. For here.

PLANNING TO BRING YOUR PLANS TO LIFE

Construction-to-Permanent Financing

Your plans made easier

Whether you're building or renovating, our program allows you to combine your construction financing and permanent mortgage into one loan, with a range of added benefits. ■ We want the process to be clear and easy to understand, so we provide you with personal attention and expert guidance every step of the way. And that's helping you bank better.

How it works

Our construction-to-permanent loan provides financing for the purchase of your lot and the construction of your home. Most often, the property purchase and construction financing are rolled into one transaction. ■ If you already own a lot, and, if it is mortgaged, you may be able to roll it in with the construction-to-permanent financing. ■ Even if you're renovating an existing home, you can still finance the renovation and mortgage with one convenient loan.

BENEFITS

- **Certainty.** Lock in your permanent mortgage interest rate up to a year in advance, giving you added protection against rising rates.
- **Savings.** Save time and money with one loan qualification and one set of closing costs.
- **Convenience.** Take up to 12 months for the construction of your home, and make interest-only payments on funds as they are disbursed.
- **Flexibility.** Include lot financing or build on your own lot. You can build a primary residence or vacation home, or renovate an existing home.
- **Choices.** Choose a 5/1, 7/1 or 10/1 adjustable-rate mortgage (ARM) as your permanent financing.

GETTING STARTED

Pre-qualifying.

By getting pre-qualified for a Sandy Spring Bank construction-to-permanent loan, you'll learn how much home you can afford. You'll want to get pre-qualified for a loan amount that's based on an estimate of the total cost of construction and land (if you don't already own it).

Applying for the loan.

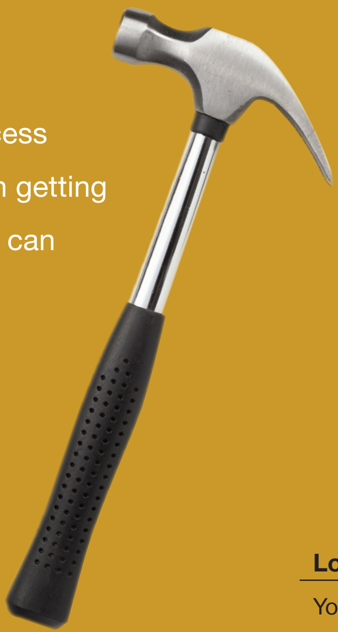
The approval process for construction-to-permanent financing is similar to that of any other mortgage financing. We'll review your income, assets, liabilities, credit history, and an appraisal. It may take a few extra weeks, however, because the plans, specifications, and contract must be reviewed, too.

The documentation requirements of each state and locality are different. Your loan officer will inform you of the specific information you'll need to provide at application, or other stages of the construction phase. Some include:

- Copy of the deed for the land, if you own it.
- Closing Disclosures or HUD-1 Settlement Statement for the purchase of the land, if you purchased it within 12 months of applying for the construction-to-permanent loan.
- Contract for the purchase of the land, if you do not already own it.
- Contract with a builder. You'll need to select a licensed general contractor. The choice of a builder is yours alone, and it's your responsibility to monitor your builder's performance.
- Complete builder information (i.e., company name, address, phone number, federal taxpayer identification number).
- Plans and specifications for your new home.
- Certificate of liability insurance for the builder.
- Hazard insurance covering the property during construction – either in the form of a builder's risk or homeowner's insurance policy.
- Building permit. This is required only if the builder expects a disbursement at closing.

You'll lock in your mortgage interest rate at application. You will also lock your interest rate during the construction phase.

Step By Step



Understanding the mortgage process and knowing what to expect when getting a construction-to-permanent loan can help make the entire experience less daunting.

Initial Consultation Loan Application.

Your loan officer will help find the home financing solution that's right for you. You'll also be asked to provide documentation for your loan. Your prompt response helps ensure timely processing and closing of your loan.

Receive initial disclosures.

Within three business days of submitting your completed loan application, we'll send you documents called initial disclosures to review. It's a good time to ask any questions and we'll be ready to help.

Loan processor assigned.

Your loan processor will contact you to introduce themselves. The role of the processor is to ensure that your loan application is processed in a timely manner and to prepare for the closing.

Appraisal ordered.

Your appraisal will be ordered once we have all the necessary documentation, collect any applicable fees, and have your confirmation to proceed.

Status updates.

You'll receive regular communication throughout the loan process to keep you updated on the progress of your application.

Conditional approval (if applicable).

Within three business days of your loan decision, often called the underwriting decision, we'll notify you of any additional documentation needed for final approval.

Receive appraisal(s).

Before closing, you'll receive copies of all property appraisals, and any other written home valuations in connection with your loan application. You'll have three business days to review and ask any questions. Your loan officer and loan processor will be standing by to provide any answers you need.

Final loan approval.

We'll notify you when your loan has been approved and your loan processor will coordinate the loan closing.

Loan closing.

Your closing agent will contact you to schedule the date, time, and location of the loan closing. You'll also be notified how much money you'll need to bring to the closing (if applicable). All borrowers on the loan must attend the closing to review and sign the home loan documents in order to complete the transaction.

Loan set-up for construction phase.

Prior to loan closing, a mutually agreed upon draw schedule will be drafted to manage the loan disbursements.

Draw administrator assigned.

A draw administrator will be assigned to your loan to help facilitate your construction disbursements. This person will act as your primary point of contact during the construction phase.

During construction.

Funds are disbursed periodically during construction as work is completed and verified by inspection. Disbursement requests are typically made by the builder, however, you'll be asked to authorize the fund request. During the construction phase, you'll also be billed monthly for any interest owed on the funds already disbursed (principal payments are not required at this point). If you have any questions about your bills or payments, contact your draw administrator.

Transitioning to the permanent phase.

Once construction has been completed, you and your builder will provide certain information in order for us to disburse the final draw and transition your loan to the permanent phase. Once your loan is set up for servicing, you'll begin making traditional monthly mortgage payments.

Loan servicing during the permanent phase.

You'll be able to access your loan information 24/7 with our online banking service where you can confirm your payment due date, view your loan billing statement, and much more. You can also contact our Client Service Center at 800.399.5919, if you have questions regarding the loan.

Explore details on the “1 - 2 - 3” of the Sandy Spring Bank loan process

GET YOUR PLANS IN MOTION

With all that’s involved in seeing your plans through, we want to make sure that your financing is one thing you won’t have to worry about. Let’s talk about your options to find the financing that’s right for you. We’re ready to help with personal service, so you can move ahead with confidence.

It’s never too early to explore your options, contact your Sandy Spring loan officer today.

1 The construction-to-permanent loan process.

THE CONSTRUCTION-TO-PERMANENT LOAN PROCESS.

Processing the loan.

Shortly after your application has been submitted, you'll receive specific disclosures that include important information about your loan and the processing.

- Among the disclosures is a document entitled "Process for Disbursements to Builders," which will need to be completed and signed by your builder. Read this document carefully, as it includes valuable information about disbursement procedures.
- In order for your loan to be processed effectively, you'll need to supply any required documentation in a timely manner.
- Appraisals will be ordered once we have received plans and specifications as well as the contract, which must be fully executed between you and your builder. This is to ensure the value of the property is properly appraised.
- Be sure to inform your loan officer or processor if you pay any additional fees directly to your builder while your loan is being processed, so you can receive proper credit for the payment at loan closing.
- If additional funds are needed – in excess of the loan amount – to complete the construction or renovation of your home, you must provide these funds to us prior to or at closing.

Closing the loan.

The closing process for a construction-to-permanent loan is similar to the closing process for any other mortgage. However, unlike a standard mortgage, fees will be collected at closing for inspections that will take place at various times during the construction phase.

An inspection is required before each disbursement to the builder. If more inspections are required beyond what was collected for at closing, you'll be billed separately for the additional fees.

If you need funds for a builder deposit at closing, we may disburse up to 10% of your construction costs less any money you've paid to the builder prior to closing. The amount of this builder deposit, however, will be deducted from the builder's initial construction disbursement unless they provide a building permit.

2 The construction phase.

THE CONSTRUCTION PHASE.

The initial construction disbursement.

Your initial construction disbursement can take place at closing or sometime after. If you personally contributed any funds to complete the construction or renovation of your home, we'll disburse these funds before using your loan proceeds. Before we're able to make the first disbursement, however, we must have the following documents:

- Property inspection.
- Foundation survey, if the foundation is in place prior to closing.
- Certificate of liability insurance for the builder.
- Proof of hazard insurance covering the property during construction – either in the form of a builder's risk or homeowner's insurance policy.
- Building permit.

Disbursements during construction.

- The funds for a construction loan are disbursed periodically during construction as work is completed and verified by inspection.
- Disbursement requests are typically made by the builder. You will, however, be asked to authorize the builder's ability to request the funds at the time of closing.
- When we receive a disbursement request, we'll order an inspection and, if applicable, a title update. (If title updates are required for your property, you'll need to pay a fee for each update. Talk to your closing agent or attorney prior to your loan closing to determine how you'll be billed for these fees.)
- Funds are generally disbursed within two business days of receipt of the inspection, title update, and any other required documents.
- The amount of the disbursement is based on the work completed, as specified in the inspection report.

Interest payments during construction.

While your home is under construction or renovation, you'll be billed monthly for interest only on funds already disbursed.

- Any fees for additional inspections or late payment charges will also be included on your bill.
- During construction, we will not collect escrow for your real estate taxes, hazard insurance, and if applicable, flood insurance. You'll be responsible for paying any bills you receive from your local tax authority or insurance provider.
- You are not required to make payments toward the principal of your loan at this time.

3 Transitioning to the permanent phase.

TRANSITIONING TO THE PERMANENT PHASE.

Once construction or renovation is complete, we'll need certain information in order to disburse the final draw and transition your loan to the permanent phase. Requirements vary by loan, but generally include:

- Final inspection indicating 100% completion of construction.
- Final title update, if required.
- Certificate of Occupancy, usually provided by the builder.
- Fully executed Completion and Acceptance Letter verifying construction is complete.
- Final lien waiver/affidavit provided by the builder, if required.
- Homeowner's hazard insurance policy with documentation showing you've paid your first year's premium.

Adjustments to the loan.

If the terms of your loan - once it enters the permanent phase – will differ in any way from the original note, you'll be asked to sign a Modification Agreement.

- If you elect not to use your entire loan amount, your note will be modified to a lower principal amount. For a fee, we'll recalculate your principal and interest payment based on the lower amount.
- If construction is completed in less than 12 months, a Modification Agreement is required to change the due date of your first permanent mortgage payment.

Mortgage payments during the permanent phase.

- Once your loan transitions to the permanent phase, you'll begin making monthly principal and interest payments. (If you selected an interest-only mortgage, you won't be billed for principal until after the interest-only term expires.)
- Your new mortgage payment will also include escrow for your real estate taxes, hazard insurance, and if applicable, flood insurance, unless an escrow waiver request was approved prior to locking your interest rate. (An escrow waiver fee may apply.)
- You'll receive a letter from us with a breakdown of your new monthly mortgage payment.

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