



United States
Department of
Agriculture

Farmers
Home
Administration

Washington
D.C.
20250

FmHA AN No. 3073 (1910-B)

October 14, 1994

SUBJECT: Credit Reports

TO: State Directors, District Directors, and
County Supervisors

PURPOSE/INTENDED EFFECT:

This Administrative Notice (AN) provides Program Authority and coding requirements for ordering Multi-Family, Single Family Housing, and Farmer Program individual, commercial, and profile Credit Reports.

COMPARISON WITH PREVIOUS AN:

This AN replaces FmHA AN 2955 dated February 8, 1994, and FmHA AN 3045 dated August 3, 1994.

IMPLEMENTATION RESPONSIBILITIES FOR ORDERING CREDIT REPORTS:

All Credit Report types under this AN will be supplied through a Basic Ordering Agreement against the General Services Administration (GSA) Supply Schedule. As funding for these Credit Reports is from the National Office budget for Credit Reports, these services will not be funded from your State Office fiscal year (FY) 1995 Program Loan Cost Expense allocation. Your State Office Contract Staff will not be involved in this process as these services have been set up under national Blanket Purchase Agreements (BPA). As appropriate, County Supervisors, District Directors, and State Office Program officials are hereby authorized Program Authority to order credit reports as outlined in this AN. However, the following requirements must be followed when ordering credit reports:

1. Individual and Commercial Credit Reports for Farmer Programs, Single, Multi-Family Housing:

Individual Credit Reports are to be ordered in accordance with FmHA Instruction 1910-B from one of the BPA holding vendors (or their affiliates) listed on the attachment.

EXPIRATION DATE: September 30, 1995

FILING INSTRUCTIONS:
Preceding FmHA
Instruction 1910-B



Farmers Home Administration is an Equal Opportunity Lender.
Complaints of discrimination should be sent to:
Secretary of Agriculture, Washington, D.C. 20250

The appropriate Purchase Order/BPA Number and Program Authority Code (PAC) must be entered on the order tickets under the signature block. Each program area by phase is assigned a specific BPA and PAC. To assist you in determining which vendor BPA Number to use by program and phase, the following corresponding coding is provided:

PROGRAM AND PHASE	PAC	RECOVERABILITY
Farmer Programs Loan Processing	F1Y1	Recoverable
Farmer Programs Loan Servicing	F2Y1	Non-Recoverable
Single Family Housing Loan Processing	S1Y1	Recoverable
Single Family Housing Loan Servicing	S2Y1	Non-Recoverable
Multi-Family Housing Loan Processing	M1Y1	Recoverable
Multi-Family Housing Loan Servicing	M2Y1	Non-Recoverable

Commercial Credit Reports for organizations will continue to be ordered by the National Office from Dun & Bradstreet. Credit Reports for individual applications are not available from Dun & Bradstreet. Requests for commercial reports are to be directed through the State Office to the National Office program area in accordance with FmHA Instruction 1910-C.

2. Profile Credit Reports for Single Family Housing:

The County Supervisor will order on-line Profile Credit Reports from one of the following vendors only:

Equifax Credit Information Services, Inc.
P.O. Box 105835
Atlanta, Georgia 30348-5835
Telephone Number: (404) 885-8488

TRW Information Services Division
505 City Parkway West
Orange, California 92668
ATTN: Accounts payable
Telephone Number: 1-800-854-7201

FmHA's policy prohibits obtaining (ordering) a Profile Credit Report without the applicant having completed and signed Form FmHA 410-4. No exceptions will be made to this requirement. The State Office Single Family Housing staff is responsible for reviewing and monitoring compliance with FmHA policy and the FCRA.

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If County or District Office personnel have any questions concerning this memorandum, please contact the respective program section in the State Office. If any State Office official has questions concerning this memorandum, please contact Judy Webb Spelman, Single Family Housing on (202) 720-1478; Karen Eifert, Farmer Programs on (202) 720-1657; and Melba Swarey, Multi-Family Housing on (202) 720-1604.


MICHAEL V. DUNN
Administrator

Attachment

Sent by Electronic Mail on 10-18-94 at 11:17 am by GSS. The State Directors should advise other personnel as appropriate.

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BPA VENDOR	PURCHASE ORDER NUMBER	ATTACHMENT
		PAC
Accurate Credit and Collection Services 304 Masonic Temple Building Olean, NY 14760 Telephone: 1-800-945-1011	60-3157-5-C9001 60-3157-5-C9002 60-3157-5-C9003 60-3157-5-C9004 60-3157-5-C9005 60-3157-5-C9006	F1Y1 F2Y1 S1Y1 S2Y1 M1Y1 M2Y1
Allstate Credit Bureau P.O. Box 437 101 Grand Avenue Massapequa, NY 11758-0437 Telephone: 1-800-626-3943	60-3157-5-C9007 60-3157-5-C9008 60-3157-5-C9009 60-3157-5-C9010 60-3157-5-C9011 60-3157-5-C9012	F1Y1 F2Y1 S1Y1 S2Y1 M1Y1 M2Y1
Consolidated Credit Services Suite A 262 East Hamilton Avenue Cambell, CA 95008 Telephone: (403) 374-4070	60-3157-5-C9013 60-3157-5-C9014	F1Y1 F2Y1
Credit Bureau Reports, Inc. P.O. Box 36403 Houston, TX 77036 Telephone: 1-800-733-3431	60-3157-5-C9015 60-3157-5-C9016 60-3157-5-C9017 60-3157-5-C9018 60-3157-5-C9019 60-3157-5-C9020	F1Y1 F2Y1 S1Y1 S2Y1 M1Y1 M2Y1
Credit Resources, Inc. P.O. Box 540 999 McBride Avenue West Patterson, NJ 07420 Telephone: 1-800-247-2365	60-3157-5-C9021 60-3157-5-C9022 60-3157-5-C9023 60-3157-5-C9024 60-3157-5-C9025 60-3157-5-C9026	F1Y1 F2Y1 S1Y1 S2Y1 M1Y1 M2Y1
Equifax Services, Inc. P.O. Box 4081 1600 Peachtree Street Atlanta, GA 30302 Telephone: (404) 870-2615	60-3157-5-C9027 60-3157-5-C9028 60-3157-5-C9029 60-3157-5-C9030 60-3157-5-C9031 60-3157-5-C9032	F1Y1 F2Y1 S1Y1 S2Y1 M1Y1 M2Y1

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LIDA Credit Agency, Inc.	60-3157-5-C9033	F1Y1
450 Sunrise Highway	60-3157-5-C9034	F2Y1
Rockville Centre, NY 11570	60-3157-5-C9035	S1Y1
Telephone: (516) 678-4644	60-3157-5-C9036	S2Y1
	60-3157-5-C9037	M1Y1
	60-3157-5-C9038	M2Y1

Rialto Credit Bureau	60-3157-5-C9039	F1Y1
Building D	60-3157-5-C9040	F2Y1
519 West Foothill	60-3157-5-C9041	S1Y1
Rialto, CA 92376	60-3157-5-C9042	S2Y1
Telephone: (714) 875-1199	60-3157-5-C9043	M1Y1
1-800-626-7627	60-3157-5-C9044	M2Y1

For Commercial Credit Reports:

Dun & Bradstreet, Inc.	60-3157-5-C9045	F1Y1
1 Diamond Hill Road	60-3157-5-C9046	F2Y1
Murray Hill, NJ 07974	60-3157-5-C9047	S1Y1
Telephone: (201) 665-5640	60-3157-5-C9048	S2Y1
	60-3157-5-C9049	M1Y1
	60-3157-5-C9050	M2Y1