



Mark A. Hackel
County Executive

MACOMB COMMUNITY ACTION

21885 Dunham Road, Suite 10 • Clinton Township, Michigan 48036

Phone: (586) 469-6999 • Fax: (586) 469-5530

mca.macombgov.org

Ernest Cawvey
Director

Children & Family Services

Early Head Start
Early Head Start /
Child Care Partnership
Great Start Readiness
Program
Head Start 3 – 5 Preschool
Macomb Food Program
(501c3)

Community Services

Action Centers
Community Development
Home Rehab
Housing Services
Transportation
Weatherization

Office of Senior Services

Adult Day Program
Benefit Access
Community Liaison
Dining Senior Style
Handy Helper
Meals on Wheels

From: Macomb Community Action
Community Development

Re: Subordination Policy
Macomb County

Our office has been contacted about Macomb County's willingness to subordinate a Superior Loan Position for a single family property owner that has received loans to pay down a mortgage and/or to accomplish necessary home repairs. **The County may consider the Subordination of its superior position to enable a homeowner a more favorable mortgage (i.e., lower rate and/or term). County policy does not grant subordination if equity is to be removed from the property to achieve CASH, FINANCE IMPROVEMENTS, OR DEBT CONSOLIDATION.**

To formally request a Subordination from Macomb County, please supply **complete** copies of the following seven documents to: Macomb Community Action, Community Development, 21885 Dunham Road, Suite 10, Clinton Township MI 48036.

1. Letter requesting subordination agreement from the County of Macomb. Content to include name and address of borrower, total loan amount, name and address of new lender, notification if equity is being removed from the property or not.
2. Borrower's Certification and Loan Authorization.
3. Uniform Residential Loan Application (Form 1003).
Document must be signed and dated.
4. Title Search with all schedules.
5. Pay-off letter from any existing lien(s) being refinanced.
6. Schedule of charge accounts and other loans.
7. Loan Estimate related to proposed loan. **Document must be signed and dated.**

After the County receives and examines the above listed documents, every effort will be made to respond to the Subordination Agreement request within ten (10) business days.