

HUD BROKER REGISTRATION (NAID NUMBER)

Thank you for your interest in participating in the selling of HUD homes. Before you can begin to sell these homes, you must obtain a NAID number. To obtain a NAID number, the Broker Certification Packet needs to be filled out and returned to our office with all supporting documents for processing.

Follow the 4 steps below and you should expect to receive your NAID number in 4-6 weeks.

Step 1: Complete SAMS 111 – Payee Name and Address

You will need to complete Sections I, II and III.

Section I	Lines 1,2 and 3
Section II	Lines 8 – 18
Section III	Lines 22- 25

Step 2: Complete SAMS 1111A Selling Broker Certification

Please read regarding Earnest Money Deposits and Non-Discrimination,
Sign and Date

Step 3: W-9

Fill in information, Sign and Date

Step 4: Supporting Documents

Please include with the SAMS1111, SAMS 1111A and the W-9 the following documents for processing:

- Copy of the Principal Brokers license
(must have the license number and expiration date)

- Copy of Telephone Bill, Utility Bill or a Bank Statement showing the address of the office and the date.

Please note that all documents must be signed using blue ink

Once all documents have been filled out, please original forms and supporting documents to: Jennic/Cityside JV 301 Market Street, Suite B Hammond, LA 70401.

You will be notified when the filing process has been completed and you are eligible to place bids.

