

CENTRALIZED SERVICING CENTER LABEL REQUEST FOR DIRECT SINGLE FAMILY HOUSING BORROWERS

1. Date of Request	2. Requestor's Name	3. Telephone Number	4. Number of Sets of Labels
5. Requesting Field Office	6. Date Labels are needed & Paper copy of Labels Requested		
	YES ☐ NO ☐		
7. Label Requirements: Select which apply	8. State labels are for (example: Missouri)	9. Dlos State Code (example: <u>26</u>)	10. Basis of Selection Select only <u>one</u> box
☐ 1 Active account ☐ 2 Paid off, zero balance ☐ 3 Paid off, remaining balances ☐ 4 Loan in application or Grant ☐ 6 REO ☐ 9 New Account			☐ Servicing Office (all counties serviced by this office) ☐ Geographic (specific counties only)
11. Counties labels are for (example: <u>0</u> <u>0</u> <u>1</u>)			

INSTRUCTIONS

1. Enter Today's Date 2. Enter Your Name 3. Enter Your Office Phone Number 4. Enter Number of Sets of Labels Needed (Limit 3) 5. Enter State and County code of office requesting labels Labels will be mailed to this office upon completion 6. Enter Date Labels are needed and mark the appropriate box if a report representing Labels are needed 7. Select any or all boxes which apply to request 8. Enter Full Name of State Labels are for 9. Enter Two Digits representing DLOS State (see below) 10. Select Servicing Office box, if entering an office code in number 11, for labels for all counties serviced by that office Select Geographic box, if entering geographic county code in number 11, for labels for specific county/counties listed 11. Enter Three Digits representing DLOS County Maximum of 5 per request If requesting all counties in a state enter 000	Mail Request or FAX to: Rural Development Mission Support Div. 1520 Market Street Mail Code FC-353A St. Louis, MO 63103-2620 FAX: (314) 539 6214 or (314) 539 2765 Operations & Scheduling Branch: (314) 539 2474
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DLOS State Codes

01 Alabama	20 Maine	38 Oregon
02 Alaska	21 Maryland	39 Pennsylvania
03 Arizona	22 Massachusetts	40 Rhode Island
04 Arkansas	23 Michigan	41 South Carolina
05 California	24 Minnesota	42 South Dakota
06 Colorado	25 Mississippi	43 Tennessee
07 Connecticut	26 Missouri	44 Texas
08 Delaware	27 Montana	45 Utah
09 Florida	28 Nebraska	46 Vermont
10 Georgia	29 Nevada	47 Virginia
11 Hawaii	30 New Hampshire	48 Washington
12 Idaho	31 New Jersey	49 West Virginia
13 Illinois	32 New Mexico	50 Wisconsin
14 Indiana	33 New York	51 Wyoming
15 Iowa	34 North Carolina	61 Guam
16 Kansas	35 North Dakota	64 Puerto Rico
17 Kentucky	36 Ohio	65 Virgin Island
18 Louisiana	37 Oklahoma	67 American Samoa