

Loan Information			
Borrower	Loan Number	Broker/Loan Officer	
Subject Property Address			
Street	City	State	ZIP
Reason for change:			
Check All COCs That Apply			
Loan amount change	Impound changes (addition or removal)	Credit quality change due to new information received (FICO, DTI, Income, Assets)	
Property type change	Lock extension (lock period expiring)		
Occupancy type change	Borrower requests enhanced owner's title policy	Loan locked with consumer after initial disclosure is provided (consumer lock date)	
Property value change	Property type change (To/from SFR, Condo, PUD, etc)	Unique property not known by LO (or not disclosed at the time of application) affecting appraisal cost	
Property is moved out of trust	Discovery on undisclosed liens affecting settlement costs	Underwriting requirements for additional services (Pest, Structural, Survey, Updated Appraisal, Flood, etc.)	
Borrower request to change lock	Legal address error (i.e. misspelling, directional error)		
Parties added/removed from Title	Force majeure (act of god), war, disaster, or other emergency		

Fee change(s) associated with the change of circumstance:

Fee Description	Original Amount	New Amount
1)		
2)		
3)		
4)		
5)		
6)		

Acknowledgement:

Name

Signature

Date