

Est Close Date:

AE:

**LOAN
SUBMISSION
FORM**

Broker/Contact Information			
Broker Name		Broker NMLS	
Processor Name		Loan Officer Name	
Processor Phone		Loan Officer Phone	
Processor Email		Loan Officer Email	
Contract Processor NMLS		Loan Officer NMLS	
Third Party Processing Fee		Broker Credit Report Fee	
Borrower Information			
Borrower Name		Borrower Email	
Co-Borrower Name		Co-Borrower Email	
Co-Borrower Name		Co-Borrower Email	
Loan Information		Loan Details	
Transaction Type		Property Value:	
Loan Program		Loan Amount:	
Loan Term		Interest Rate:	
Property Type		LTV%:	
Occupancy		CLTV%:	
Broker Compensation		Impounds:	
BPC % (if applicable)		Flat Fee:	
Settlement Agent Information			
Agent Name		Email	
Phone Number		Escrow License #	
Checklist			

Please ensure the speed of your initial disclosure by verifying the following items are present:

- This form, fully completed & signed
- FNMA 3.4 file
- An accurate & current fee statement from Title &/or Escrow reflecting all borrower-responsible costs

Supporting Documentation	
1003 Signed by Loan Officer w/ Completed Schedule of Real Estate	Borrower's Authorization (Signed & Dated Prior to Credit Report)
2 Months' Asset Documentation	Purchase Contract (If Applicable)
Income Documentation	Preliminary Title Report
Current Rental Agreements (If Applicable)	Mortgage Statements/Tax/Insurance Information for All REO Properties
Hazard Insurance & Flood Insurance (If Applicable)	Credit Report Dated fewer than 60 Days at Submission