

Submitting Broker

Broker Company Name _____	LO Name _____
Broker Company NMLS # _____	LO Email _____
Broker City, State _____	LO NMLS # _____
Broker Phone _____	Processor Name _____
Broker Fax # _____	Processor Email _____

Subject Property Address

Address _____ City _____ State _____ Zip _____

Applicant Information

First Name _____
 Last Name _____
 Borrower Email _____

Co-Applicant Information

First Name _____
 Last Name _____
 Co-Borrower Email _____

Loan Information

Broker Compensation: Lender-paid or Borrower-paid

Loan Type	Transaction Type	Rate Type		Property Type		Loan Values	
<input type="checkbox"/> FHA <input type="checkbox"/> Conventional <input type="checkbox"/> Portfolio Occupancy <input type="checkbox"/> Primary <input type="checkbox"/> 2 nd Home <input type="checkbox"/> Investment	<input type="checkbox"/> Purchase <input type="checkbox"/> Rate & Term <input type="checkbox"/> Cash Out <input type="checkbox"/> Streamline	Fixed <input type="checkbox"/> 30 Year <input type="checkbox"/> 20 Year <input type="checkbox"/> 15 Year <input type="checkbox"/> 10Year	ARM <input type="checkbox"/> 10/1 <input type="checkbox"/> 7/1 <input type="checkbox"/> 5/1 <input type="checkbox"/> 3/1	Single <input type="checkbox"/> SFR <input type="checkbox"/> PUD <input type="checkbox"/> Condo	Multi <input type="checkbox"/> 2 units <input type="checkbox"/> 3 units <input type="checkbox"/> 4 units	Property Value: \$ _____ Loan Amt: \$ _____ Disclosed Rate: _____ %	LTV _____ % CLTV _____ % DTI _____ % Impounds? <input type="checkbox"/> Yes <input type="checkbox"/> No

REQUIRED Submission Documents

- Broker typed 1008/1003
- Initial 1003 signed and dated by both borrower and broker
- Initial Good Faith Estimate
- Initial Fees Worksheet
- Settlement Service Provider List (for GFE)
- Intent to Proceed form
- Borrower Authorization signed & dated before Credit Report ran
- Credit Report less than 45 days old
- IRS 4506-T form, completed & signed by the borrower
- Income documentation (2 yrs tax returns if using any income other than wages)
- Most recent month's bank statement (if needed, per DU)
- Title Report with plat map & wire instructions (Prelim)
- Executed Purchase Agreement (if applicable)
- Inquiry letter per credit report

Additional Lender Information

FHA Lender ID:
 Walnut Creek, CA 25883-0000-2
 Santa Ana, CA 25883-0005-4
 Fairfax, VA 25883-0004-8

Additional FHA Specific Documentation

REQUIRED AT SUBMISSION:

- Evidence of Clear CAIVRS #, LDP and GSA lists
- Evidence of Social Security Number and photo ID

OPTIONAL AT SUBMISSION:

- HUD/VA Addendum to loan app, signed by all (92900A)
- FHA Amendatory Clause and Real Estate Cert, signed by all
- Important Notice to Homebuyer (92900B)
- Notice to Home Owner
- For your protection: Get a Home Inspection
- Informed Consumer Choice Disclosure
- Blanket Cert (true and correct copies)
- Estimated HUD and escrow instructions
- FHA refinance authorization (if applicable)
- Payoff statement (refi only)
- Energy Efficient Fact Sheet