

Please send completed form & attach with all required documents via **Loan Manager**.

BROKER INFORMATION			
Company Name		Account Executive	
Processor Name		Loan Officer Name	
Contract Processor		Loan Officer E-mail	
Contract Processor NMLS #		Loan Officer Phone	
Contract Processor Fee \$		Affiliates?	<input type="checkbox"/> No <input type="checkbox"/> Yes (Must disclose on LE)
Processor E-mail		Affiliate charge \$	
Processor Phone		Other	

BORROWER INFORMATION			
Borrower Name		Co-Borrower	
Borrower E-mail		Co-Borrower E-mail	

VA IRRLS ONLY	
Paid in Full VA loan #	
Original rate %	
Original loan amount \$	
Original term (# months)	

NON-QM ONLY	
Business Affidavit (Investor Advantage Only)	
Prepayment Penalty: <input type="checkbox"/> None <input type="checkbox"/> 1 Year <input type="checkbox"/> 2 Year <input type="checkbox"/> 3 Year (Investor Advantage Only)	
AUS: All loans must be submitted to DU for the benefit of alerts. DU documentation requirements cannot be followed (Full Doc)	
Income Documentation: Refer to specific NDM Non-QM product matrix for the document requirements	

BROKER SUBMISSION CHECKLIST - LENDER DISCLOSED	
Signed initial Loan Application by borrower(s) with LO signature within 1 business day; Include demographic addendum and any other applicable addenda	
Credit Package (Income, Assets, Purchase Agreement, Title)	
Signed Credit Authorization	
Settlement Service Provider List (SSPL)	
Fee Sheet / IFW	
Broker Disclosures (4506T, Anti Steering)	
Loan Submission Form	
E-consent if using electronic signatures	

BROKER SUBMISSION CHECKLIST - BROKER DISCLOSED	
Signed initial Loan Application by borrower(s) with LO signature; Include demographic addendum and any other applicable addenda	
Loan Estimate (LE) must not have a lender name or loan number	
12 Days Disclosure (TX Cash Out loans)	
Settlement Service Provider List (SSPL)	
Intent to Proceed	
Safe Harbor / Anti Steering	
Tool Kit (include POD or acknowledgment of receipt)	
Home Counseling Form with list of 10 agencies	
Broker Disclosures and State Specific Disclosures, incl. 4506T	
Credit Package (Income, Assets, Purchase Agreement, Title)	
Credit Report(s)	
Credit Authorization	
Interest Rate Lock Agreement (Pre-locked loan ONLY)	
Loan Submission Form	
E-consent if using electronic signatures	

NOTES / COMMENTS