

Category	Condition Type	Condition Number	Condition Description
Jumbo Prime Series	JP	2000	Hazard insurance coverage (equal to the lesser of the following): 1) 100% of the insurable value of the improvements, as established by the property insurer OR 2) The unpaid principal balance of the mortgage, as long as it at least equals the minimum amount—80% of the insurable value of the improvements—required to compensate for damage or loss on a replacement cost basis. **The maximum allowable deductible for insurance covering a property securing a first mortgage loan is 5% of the face amount of the policy. 12 months paid coverage required on purch, 6 on refi. Hazard insurance must be current and show loss payable to Citadel Servicing Corporation ISAOA, 25531 Commercentre Dr, Suite 160, Lake Forest, CA 92630. Policy should reference the loan number, borrowers name and address. Only the borrowers on the loan and on title can be named on the hazard insurance policy.
	JP	2001	Fully completed Certification of Trust <u>AND</u> Letter or Title Supplement from the Title Company that the Certification of Trust has been reviewed and accepted for borrower(s) to be vested in a trust. <i>* A fully executed, notarized copy is required prior to funding</i>
	JP	2002	BROKER to provide EXACT NAME(s) of borrower(s) and VESTING that will be used to draw loan documents. **ONLY borrower(s) on loan can be included on vesting. If there are any other individuals on vesting that are NOT on Acra Lending loan, the following is required as they will need to be removed from vesting: Copy of grant deed/quit claim, file to close in borrower's name only.
General	JP	3999	MUST HAVE 8 DAYS REMAINING ON RATE LOCK PRIOR TO FINAL APPROVAL OR WORST CASE PRICING FROM LOCK DESK IF 2 EXTENSIONS HAVE ALREADY BEEN APPLIED.
	PTD	3998	Important Notice: When approval expires, Loans with a DSCR ratio of less than .80 are subject to requalification due to expiration of this program and are subject to new program guidelines.
	PTD	4000	Complete original appraisal with interior/exterior photos of subject & comps ordered through Acra Lending approved AMC. PDF and XML format required. 1007/Rental survey is required for an investment property. Broker to provide invoice issued by AMC/Appraiser. **Acra Lending will determine requirement of an Interior BPO after review of the appraisal**
	PTD	4100	Note:
	PTD	4101	Note:
	PTD	4102	Sr Management to 2nd sign file for docs after all PTD's have been cleared, additional conditions may apply, subject to requalification
	PTD	4103	Acknowledgement of redisclosure from borrower (LOE or Email reply)
	PTD	4104	CEMA Analysis Worksheet prepared by Closing Attorney; Provide all contact details if not using an Acra preferred attorney
	PTD	4105	BROKER - All doc expiration dates must have a minimum of 8 days remaining from the day that ALL other PTDs are cleared by UW; Broker to submit updated items along with final PTDs
	PTD	4106	Provide completed 1003 – missing the following item: Page 1: Borrower Info [ ]; Employment Section [ ] Page 2: Income [ ]; Present Housing [ ]; List all Assets [ ] Page 3: Completed REO [ ]; VIII-Declaration [ ]; X-Gov't Info [ ] Face to Face Interview – required copy of initial signed 1003 by all parties. Provide completed 1003 – missing the following item:

PTD	4107	INTERNAL: TM to confirm with Vendor Management at <a href="mailto:brokers@acralending.com">brokers@acralending.com</a> that broker is approved for selected LPC tier.
PTD	4110	NOTE: The borrower may receive incidental cash back up to \$1,000.00 or 1% of the loan amount, whichever is greater, not to exceed \$5,000.00 on rate and term refinance transactions. FOR TEXAS OWNER OCCUPIED RATE AND TERM REFINANCES, THERE IS ZERO CASH OUT ALLOWED.
PTD	4111	Section 8 Demographic Information on the loan application must be fully completed to include: 1. Answers at Ethnicity, Sex and Race. 2. Yes or No answers checked at To Be Completed by Financial Institution (for application taken in person). 3. Checkbox by what means the Demographic Information was provided through: Face to Face Interview (includes Electronic Media w/Video Component), Telephone Interview, Fax or Mail, Email or Internet.
PTD	4112	Broker to complete Acra Lending Section 16 of the Broker Package. See Acra Lending TM for assistance
PTD	4113	Open
PTD	4114	Broker to provide the itemization fee sheet for borrower paid loan since loan does not qualify for lender paid compensation.
PTD	4115	Signed ODF statement of purpose letter detailing the loan purpose and use of loan proceeds, WITH the following elements and supporting documentation:  Required elements of the letter: 1. State in detail the use of all loan proceeds including the percentage of each purpose. 2. What is the anticipated resulting economic gain, in the borrower's estimation? 3. Clearly state the borrowers relationship to the business, i.e. sole proprietor, managing member, CEO, etc.  Required supporting documentation: 4. Contracts, bids, or offers to purchase validating the stated purpose and how loan funds, or a majority portion thereof, will be deployed. 5. CPA or tax preparers letter attesting borrowers percentage of business owner ship AND to the number of years borrower has been a business owner. 6. Copy of business bank statement or voided business check showing business account that funds are to be disbursed to.
PTD	4116	Demographic Information Addendum for borrower(s) with all items completed.
PTD	4117	NOO Business Purpose ODF statement of purpose letter signed by borrower detailing the loan purpose and use of loan proceeds. Documentation must be presented in the form of contracts, bids or estimates from licensed contractors or other professionals to improve and maintain the property.
PTD	4118	NOTE: Acra Lending was unable to determine if the subj prop is Rural or Suburban with Rural Characteristics at the time of the initial underwriting review. A final determination will be made after the Appraisal Report has been recv'd and reviewed by Acra Lending's Collateral Review Dept. If the subj prop is determined to be Rural, loan is subj to requal and pricing is subj to change.
PTD	4119	OPEN:
PTD	4120	OPEN:
PTD	4121	OPEN:

Rate / Payoff			
	PTD	4200	Payoff demands for mortgage being paid off
	PTD	4201	Open:
	PTD	4202	Updated 12 month pay history for subject property (if refinance). <span style="float: right;">**NOTE:</span>
	PTD	4203	For loans with LTV >80%, need full 12 month payment history from servicer for each mortgage.
	PTD	4204	Most recent 12 months cancelled checks (front and back) for payments on
	PTD	4205	Documentation for date of final disposition and property address of
	PTD	4206	Copy of current mortgage statements, tax bills/hazard ins/HOA if applicable for all properties listed on REO schedule.
	PTD	4207	One Month Bank Statement / VOE Program: Most recent 24 months mortgage rating is required (First Time Home Buyer will require 24 months Rental History)
	PTD	4208	Copy of Forbearance/Deferment Agreement for mortgage(s) and full 12 month payment history from current servicer.
	PTD	4209	Credit Open:
	PTD	4210	Credit Open:
Borrower Identification			
	PTD	4300	Picture identification (drivers license/passport) and copy of social security card or fully executed SSA-89 results - Document number, issue and expiration dates must be legible
	PTD	4301	Copy of Permanent Resident Alien card/VISA/DHS Work Authorization or ITIN Card / IRS letter for issuance of ITIN number (exclusively for ITIN Program)
	PTD	4302	Copy of current passport
	PTD	4303	OPEN
	PTD	4304	OPEN
	PTD	4305	OPEN
	PTD	4306	Executed W8(Ben) form version – Revision 10/2021 <a href="https://www.irs.gov/pub/irs-pdf/fw8ben.pdf">https://www.irs.gov/pub/irs-pdf/fw8ben.pdf</a>
	PTD	4307	Letter of credit from an internationally known financial institution, an international credit report or two consecutive bank statements either US based or foreign with English translation
	PTD	4308	FOREIGN NATIONAL ONLY: LOE from borrower verifying their foreign mailing address (must include number/street/city or province/state/country/zip code)
	PTD	4309	OPEN
	PTD	4310	OPEN
Collateral			

PTD	4400	Complete original appraisal with interior/exterior photos of subject & comps ordered through Acra Lending approved AMC. PDF and XML format required. Must also include invoice and must reflect date of appraisal initial order. If invoice does not reflect initial order date, broker to obtain AMC transaction history to verify initial order date of appraisal. Appraisal provided must be TRID compliant (no charges incurred to borrower prior to an LE being issued and an Intent to Proceed received). ALL ITEMS ABOVE TO BE PROVIDED CONCURRENTLY. **Acra Lending will determine requirement of an Interior BPO after review of the appraisal**
PTD	4401	Complete second appraisal that must be from a different appraiser (but can be from same AMC) as the first appraisal. **Required for loan amounts greater than \$1.5M or per Acra Lending Valuation review OR Complete second appraisal that must be from a different appraiser (but can be from same AMC) as the first appraisal and appraisal fee CANNOT be charged to borrower. **Required for primary residence occupancy only when a home is being resold within 180 days of its acquisition by the seller (property flip) when the value has increased > 10% within 90 days or > 20% within 180 days as stipulated in Section 35 of gov't regulations.
PTD	4402	Desk Review required; Acra lending will order. 48-72 hr turn time. Additional conditions may apply. *Note: There is no borrower cost associated with the Desk Review.
PTD	4403	Full home inspection report with contractor's bid for all noted repairs. subject to escrow holdback at closing with repairs being completed within 30 days after closing and a final inspection report.
PTD	4404	Open:
PTD	4405	Open:
PTD	4406	HOA documents requirement for subject: 1. HOA cert 2. Current HOA budget including P&L (if a non-warrantable condo) 3. Recent HOA bill (Refinance Transactions) 4. HOA Master insurance policy Walls out coverage: \$1M Liability, Correct HOA name as the Insured Party and Building subject Property Address must include our unit in description. 5. HOA Master Insurance policy Walls In coverage: Must include improvements and betterments, reflect CSC loss payee clause / loan # / borrower's name / subject address & unit # for policy coverage OR H06 Policy is required (cond #4405)
PTD	4407	Provide list of repairs / improvements with costs since subject was purchased
PTD	4408	Termite report and clearance
PTD	4409	Open:
PTD	4410	Acra Lending Flood Certification & Determination (to be pulled by Acra). File is subject to flood insurance policy if determined to be in a flood zone. Additional conditions may apply.
PTD	4411	Appraisal must also include invoice and must reflect date of initial order. If invoice does not reflect initial order date, broker to obtain AMC transaction history to verify initial order date of appraisal. Appraisal provided must be TRID compliant (no charges incurred to borrower prior to an LE being issued and an Intent to Proceed received). If the order date precedes the Acra Lending NOITP, then we will need the broker's LE and NOITP.
PTD	4412	100% Rebuild Letter from the local Building & Safety Department or Planning Department from the appropriate jurisdiction (City or County authorities).
PTD	4413	Re-certification of Value - Appraiser to provide 442 or 2055 Drive By report.
PTD	4414	Provide Post Disaster Inspection Report to verify no damage to property from recent disaster once the event has passed and ACRA QC Dept has given the authorization to order the Inspection Report

	PTD	4415	442/1004D Certificate of Completion with photos for repairs/remodel or as per specs/plan.
	PTD	4416	Water heater straps, CO detector and smoke detectors to be installed in subject with photos and LOE from installer with date and subject address.
	PTD	4417	Appraisal Open: VS
	PTD	4418	Appraisal Open: VS
	PTD	4419	Appraisal Open: UW
	PTD	4420	Appraisal Open: UW
<b>Title</b>			
	PTD	4500	Full Alta 2006, 2016 Preliminary Title Report or ALTA Extended Policy (7-1-21) with 24 month chain of title and plat map/survey.
	PTD	4501	Provide Settlement Statement from closing agent **Must include all pages and show the most updated fees
	PTD	4502	Existing Note/s for any outstanding lien on subject property
	PTD	4503	Closing Clearance letter from Closing Attorney who is processing CEMA must be provided to Acra
	PTD	4504	Title to provide supp to remove
	PTD	4505	Title to complete title search and examination for borrower and property
	PTD	4506	Copy of grant deed/quit claim, file to close in borrower's name only
	PTD	4507	Title to provide confirmation that judgement will not affect final policy
		4508	<p>If borrower is vesting in name of trust, there will be an added fee of \$395. The following documentation is required:</p> <ol style="list-style-type: none"> <li>1. Fully completed Certification of Trust AND Letter from Title Company or Title Supplement from Title Company that the Certification of Trust has been reviewed and accepted for borrower(s) to be vested in a trust.</li> <li>2. NOTE: A fully executed, notarized copy of the Trust Certification will be required prior to funding.</li> </ol>
	PTD		**Acra Lending must be able to ascertain who the Trustees/Grantees/Beneficiaries are and if trust is revocable or irrevocable.
	PTD	4509	NEW CONSTRUCTION: Provide Certificate of Occupancy/Completion from local municipality.
	PTD	4510	**NOO BUSINESS PURPOSE AND FOREIGN NATIONAL LOANS **Provide Settlement Statement/HUD-1 from closing agent *Must include all pages and show the most updated fees. **Settlement agent must close using a HUD-1 Settlement Statement (Closing Disclosure is not applicable)
	PTD	4511	For manufactured style homes title must reflect that the subject has been affixed to a permanent foundation with a Manufactured Home Title Elimination, Affidavit of Affixation, Notice of Mobile Home Affixed to a Foundation or other recorded notice that the subject has been affixed to the land and is now considered real estate (SFR). Title will also need to include an ALTA 7 endorsement for manufactured style homes being affixed to the land.
	PTD	4512	Property Tax Certificate for subject property and MUST be from the County Tax Assessor's office. Must reflect millage/tax rates. NOTE: Subject property address on HOI, CPL, and Wire Instructions MUST match the "legal" address reflected on tax certificate/tax bill.
	PTD	4513	Title to provide HELOC freeze and line closure authorization signed by borrower. **Required for all HELOCs being paid off through closing, regardless if credit or demand reflects they are in repayment phase or that no future advances are allowed**.

	PTD	4514	Provide a 3rd party Tax Cert that includes all Property Taxing Entities (City, County, Municipal Utility District (MUD), School, Borough, Township, etc.) and Millage rate. Tax Cert/TCD Report in file does not contain all taxing entities.
	PTD	4515	Title to provide Survey. If Survey is not current, older survey (within 10 years) and affidavit may be provided. T-19 Endorsement will be required on all Texas loans. Additional conditions may apply.
	PTD	4516	Title to provide Survey. If Survey is not current, older survey (within 10 years) and affidavit may be provided. Form 9 Endorsement will be required on all Florida loans. Additional conditions may apply.
	PTD	4517	Title Open
<b>Income</b>			
	PTD	4600	Proof of self-employment for the last two years to include ownership percentage of Applicant(s) of their company (if not 100% owned by Applicant(s) include list of all other entities with greater than or equal to 10% interest and those parties ownership percentages). If using Tax Preparer's Letter, MUST be on tax preparer's letterhead, signed and dated and include the following: (i) tax preparer's relationship to the business; (ii) personal knowledge of the length of time the business has been in existence; and (iii) percentage of borrower's ownership in the business entity. Tax preparer MUST provide their license verification from municipal, state or federal licensing boards or proof of their business' existence.
	PTD	4601	Borrower to provide signed LOE on the name of their business, how it is set up (Inc., LLC, etc), what their business does and the number of employees.
	PTD	4602	Signed/dated 2022 YTD Profit and Loss (P&L) statement along with bank statements for the three (3) preceding months reflecting deposits to support gross income for each business entity. If 2021 tax returns are on extension, 2021 Profit and Loss Statement (signed/dated) also required.
	PTD	4603	Updated paystubs for
	PTD	4604	Signed Sch E reflecting rental properties for last 2 years
	PTD	4605	Broker to provide fully executed 4506C form; borrower to match the most recent 1040. Line 6 must show Tax Form 1040; mark box 6A; box 8 to reflect tax years to be verified (12/31/18 and 12/31/19) *include 12/31/20 if borrower has provided 2020 filed returns; Signatory Attest box must be marked; must be signed and dated by borrower and spouse if joint filing
	PTD	4606	IRS transcripts to be pulled and reviewed by Acra Lending.
	PTD	4607	1. Current lease agreements for all REOs (including subject if NOO) that are rented and rental income being used to qualify. 2. Documentation of timely receipt of the prior two (2) months rental payments. Provide most recent 2 months bank statements showing receipt of rental amount(s). **Required for Full, Alt Doc and NOO DTI programs when rent is being use to qualify.
	PTD	4608	**Required for NOO DSCR program. 1. Current lease agreement(s) for subject property.  **Note: If the Applicant has had forbearance or mortgage lates within the last 12-months on ANY owned property, Tenant occupied subject property will require documentation of (i) timely receipt for the prior two (2) months rental payments via most recent 2 months bank statements showing receipt of rental amount(s) or (ii) 12-months of subject's payment in reserve, which may be from transaction's cash-in-hand. If reserves required, to be reviewed for clearance by UW once file is in ready for CTC and Estimated Settlement Statement received showing proceeds available.**

PTD	4609	Written Verification of Employment ("WVOE") Program:
		Fully completed Written Verification of Employment to include: Date(s) of Employment; Present Position; Current Base Pay and Frequency Paid; Overtime, Commission or Bonus Income, Probability of Continued Employment. Employer must include Date Verified, Signature, Printed Name, Title and phone number of Employer's representative that is verifying completed information.
PTD	4610	1099 Only Program Documentation:
		1. Proof of self-employment for last two years to include % of ownership in their company via Business Licensing or CPA/Tax Preparer Letter. If using CPA/Tax Preparers Letter, must be on tax preparers letterhead, signed/dated and include (i) relationship to business; (ii) knowledge of length of time business has been in existence; (iii) borrower's % of ownership; (iv) Preparer's licensing information.
		2. IRS Form(s) 1099 for the past two (2) years to document prior two (2) year(s) income.
		3. Bank Statements for the most recent 60 days to document current year to date income.
PTD	4611	Profit and Loss (P&L) Program Documentation:
		1. Proof of self-employment for last two years to include % of ownership in their company via Business Licensing or CPA/Tax Preparer Letter. If using CPA/Tax Preparers Letter, must be on tax preparers letterhead, signed/dated and include (i) relationship to business; (ii) knowledge of length of time business has been in existence; (iii) borrower's % of ownership; (iv) preparer's licensing information.
		2. Third-party prepared P&L covering the past two (2) fiscal years and YTD (no pro forma) for borrower's self-employed business on tax preparer's letterhead. (1) P&L MUST be signed/dated by third party preparer; (2) Third party to be an appropriately licensed CPA/tax preparer and cannot be employee of Applicant/Applicant's business.
		3. Statement from third party that they have prepared or reviewed corresponding tax returns for the covered period.
		4. Bank Statements for most recent 60 days to document current year to date income.
PTD	4612	Borrower Income Open:
PTD	4613	Borrower Income Open:
PTD	4614	Borrower Income Open:
PTD	4615	Borrower Income Open:
<b>Assets</b>		
	4700	Closing asset documentation: 1) Two most recent months of Personal bank statements verifying sufficient liquid assets for closing. *****Lender will verify that overall closing funds amount needed does not exceed the combined total amount sourced from the documented account(s) prior to funding the loan***** 2) An image of the \$XXXX EMD payment, with proof of source/Clearance 3) An escrow deposit receipt. NOTE: If Assets are presently held in a Foreign Account: A) Actual statements are required (transaction history in lieu of bank statements is NOT acceptable) B) Must be translated to English, with Certification from a 3rd party translation service C) Sufficient funds to close must be on deposit three (3) days prior to any closing date
PTD		
PTD	4701	Most recent 2 months personal asset statements to be used as an asset depletion source along with a signed LOE from the borrower stating that they are using those particular assets for a depletion source for loan repayment.
PTD	4702	Provide updated bank statements for

	PTD	4703	Provide most recent bank statements for closing assets
	PTD	4704	Most recent 3 months bank statements showing deposits of rental income other than bank statement used for income calculation for rent wash
	PTD	4705	Assets Open:
	PTD	4706	For NP DSCR (NOO) Refinance: If after a review of the 1007 (Rent Market Survey) and fully-executed lease agreement it is determined that the subject property has DSCR less than allowed per Acra Lending approved LTV/guidelines, restructure will be required. OR For NP DSCR (NOO) Purchase: If after a review of the 1007 (Rent Market Survey) it is determined that the subject property has DSCR less than allowed per Acra Lending approved LTV/guidelines, restructure will be required.
	PTD	4707	Source and document large deposits.
	PTD	4708	Most recent two months personal asset statements for reserve requirement. 6 months PITIA reserves for > 75% LTV up to 85% LTV, 12 months PITIA reserves for > 85% LTV. **Will be reviewed for clearance by UW once file is in underwriting for CTC
	PTD	4709	Assets Open:
	PTD	4710	Assets Open:
Misc.			
	PTD	4800	Relationship letter from borrower for
	PTD	4801	Motivation letter for purchasing this property
	PTD	4802	Broker to provide expiring items, doc expiration dates: title , appraisal , income , assets , mtg rating, note Acra Lending credit.
	PTD	4803	12 day Notice signed by borrower/s. Loan cannot close until 12 calendar days have passed from receipt of this Notice.
	PTD	4804	Fully executed gift letter and proof of borrower's receipt of funds
	PTD	4805	Letter Open:
	PTD	4806	NOTE:
	PTD	4807	Satisfactory signed borrower explanation for adverse credit and credit inquiries made within the previous 90 day period.
Purchase Contract			
	PTD	4900	Provide purchase contract with all addenda and counter offers, fully executed by buyer and seller. Any changes made to the document are to be initiated by all parties.
	PTD	4901	Provide fully executed addendum(a)/counteroffer
	PTD	4902	Provide fully executed purchase price addendum
	PTD	4903	Documentation that the seller(s) listed on purchase contract, title and appraisal are one and the same or provide proof of transfer – Seller name needs to match on all 3 documents
	PTD	4904	Provide evidence individual signing as seller on the contract is an authorized signer for selling entity
	PTD	4905	Provide 1031 Exchange agreement reflecting ALL parameters and Qualified Intermediary funds or copy of CD/Settlement Statement from sold property if a simultaneous closing
	PTD	4906	OPEN:



	PTD	4907	Title confirmation that the sellers use of a POA has been reviewed and approved by the Title Company. *Executed Sellers POA must identify the subject property details and sellers name correctly.
	PTD	4908	OPEN: Purchase Contract
	PTD	4909	OPEN:
	PTD	4910	OPEN:
	PTD	4911	Broker to submit lock request to <a href="mailto:lockdesk@acralending.com">lockdesk@acralending.com</a> ; Final pricing subject to brokers receipt of lock confirmation.
ODF+ Program			
	PTD	5000	Acra Lending Property Management Questionnaire - Completed by a Professional Property Management Firm OR, If the intent is to self-manage, provide proof of prior multifamily property experience with at least ten (10) units owned or extensive experience with Single-Family Residential Fix-and-Flip transactions in the past thirty-six (36) months. The documented experience must be supported by HUDs, SREOs, or other acceptable verification
	PTD	5001	Business Entity Documentation:
			1. Operating Agreement to include authorization to borrow & designates signers
			2. Certificate of Formation / Articles of Organization
			3. Certificate of Good Standing or equivalent document
			4. Certificate of Foreign Qualification or other qualification to operate in the state where business is being conducted (if entity is formed in a state other than where business is being performed)
			5. Name and principal residence/home address that will be signing the Personal Guaranty if multiple members with greater than 20% interest.
			6. For multi member LLCs with varying membership interest fully executed Board Resolution authorizing the borrower to enter the loan contract
			7. IRS Form SS4 or Federal Taxpayer Identification Number ("TIN") or Employer Identification Number ("EIN") issuance letter for the entity.
			* Subject to Acra Lending Legal Dept review and approval along with drafting of the Personal Guarantee(s)
	PTD	5002	Minimum Hazard insurance coverage equal to the lesser of the loan amount or the Appraiser or Insurers Replacement Cost Estimate.
			* Max deductible 5% of the loan amount
			* SIX months advance paid coverage required on refinance, TWELVE on purchase
			* Rent loss insurance is required, min of 6x the qualifying gross in-place monthly income.
			* Hazard insurance must be current and show loss payable to: Citadel Servicing Corporation ISAOA 25531 Commercentre Dr, Suite 160 Lake Forest, CA 92630
			* Borrowing Entity MUST be named insured.
	PTD	5003	Appraisal - 2-4 Units: FNMA 1025 or FHLMC 72, 5+ Units: FHLMC 71A; Mixed Use Residential < \$2 Mil : General Purpose Commercial Form; Loan Amts > \$2 Mil: Commercial Narrative Report. NOTE: Appraiser must obtain current owner's certified rent roll (or pro forma if proposed or incomplete) and current owner's certified income and expense statement (or pro forma income and expense statement at a minimum).
	PTD	5004	Current 3rd party lease agreement(s) for subject property.

PTD	5005	For month to month rental agreements, provide copy of original lease and evidence of receipt for the most recent 2 months' rental payments. **Seasoned landlords with 2+ years' experience and 5 or more actively leased rentals provide most recent 1 month.
PTD	5006	Month to-month leases are acceptable provided that the tenant has been in place six months or longer. A copy of the original lease and 2 months of immediately preceding rent payments are required for month-to-month tenants. **Seasoned landlords with 2+ years of experience and 5 or more actively leased rentals are not required to have the lease seasoning and are only required to document a valid lease and proof of one month of month-to-month rent being received.
PTD	5007	Fully completed Acra Lending Property Operating Statement
PTD	5008	Fully completed and signed Acra Lending Rent Roll
PTD	5009	LOE from borrower/guarantor: Disclose if related to or affiliated with tenant(s) of subject property.
PTD	5010	If after a review of the Rent Market Survey and fully-executed lease agreement it is determined that there is insufficient debt service coverage for subject property, loan subject to requalification to include pricing and/or sufficient verified reserves.
PTD	5011	Personal Financial Statement ("PFS") showing assets, liabilities, and total net worth.
PTD	5012	<p>Most recent two months consecutive asset statements documenting sufficient funds to close plus minimum post-closing liquidity equal to 6 months Principal &amp; Interest. See below for approximate requirements:</p> <p>Funds to Close: Liquidity: Total:</p> <p>**Please note that the referenced figures are approximations and will not be finalized until Underwriting is complete.</p>
PTD	5013	This transaction includes a Prepayment Penalty: <input type="checkbox"/> 3 / 2 / 1 Sequential Stepdown Prepayment Penalty <input type="checkbox"/> 2 / 1 Sequential Stepdown Prepayment Penalty <input type="checkbox"/> 1.0 Prepayment Penalty
PTD	5014	1. Hillman Consulting Project Engagement Form – Needs to be filled out by the Processor/Broker who is requesting the Environmental Report. NOTE: Site Contact – is point of contact for the inspection (Could be Borrower, seller, seller's agent, property manager etc.) and Client Billing Info (This will always be the borrower)
		2. Hillman Wire ACH Payment (Wiring instructions for payment of environmental reports)
PTD	5015	Environmental Screen – Complete original Environmental Screen to examine prior uses at and around the property. The report must be ordered through Acra Lending from an approved Environmental Consultant. Approved companies to order from are Hillman Consultants and KOW Building Consultants
PTD	5016	Environmental Phase II – If the Environmental Screen Report identifies a need for a Phase II, a complete original Phase II environmental report must be performed showing all issues identified in the Environmental Screen have been appropriately remediated. The report must be ordered through Acra Lending from an approved Environmental Consultant. Approved companies to order from are Hillman Consultants and KOW Building Consultants.
PTD	5017	Initial underwrite is complete, loan has been moved to "In Process". Please note that NOI and DSCR are to be confirmed in underwriting and should income generated by the property be insufficient to cover the requested loan amount, the loan is subject to a reduction in proceeds.

	PTD	5018	Provide a 3rd party Tax Cert that includes all Property Taxing Entities (City, County, Municipal Utility District (MUD), School, Borough, Township, etc.) and Millage rate. Tax Cert/TCD Report in file does not contain all taxing entities. (PA, NJ, and TX only)
	PTD	5019	Open
	PTD	5020	Open
	PTD	5021	Open
	PTD	5022	Open
	PTD	5023	Open
	PTD	5024	Open
	PTD	5025	Open
	PTD	5026	Open
	PTD	5027	Open
	PTD	5028	Open
<b>PTF</b>			
<b>Underwriting PTF</b>			
	PTF	6001	Standard Requirements:
			1. All property taxes to be paid current in escrow;
			2. Loan to be impounded for taxes/insurance;
			3. Receipt and review of the above conditions may result in a change of terms or additional conditions;
			4. Post disaster inspection in the event of a natural disaster impacting the property;
			5. File to be reviewed by funding department prior to funding with alerts issued for any missing or incorrect items
			6. Broker owned/controlled/operated escrow/closing companies are not permitted.
			Except as otherwise provided by law, Acra Lending shall not be obligated or required to disperse funds until such time as funder confirms receipt of all funds to close.
	PTF	6002	For Foreign National loans where borrower is using funds held in a foreign currency account, these funds MUST be on deposit in the U.S. at least three (3) business days prior to the closing date
	PTF	6003	Business Purpose Loan Cert & Attestation form to be signed and dated by borrower(s). All sections on the top portion of form MUST be completed in full.
	PTF	6004	Loan is an ATR-In-Full where borrower is documenting assets of at least the full loan amount for refinances and the full purchase price plus all closing costs for purchases. Funder to review final funding figures to compare against UW calculated funds to close on the ULAW to make sure current assets are sufficient. If assets are insufficient, additional assets/accounts will need to be provided for the last two full monthly statements.
	PTF	6005	General Condition Open:
	PTF	6006	VVOE to be completed by the Funding Department within 10 days prior to closing/signing
	PTF	6007	Tax returns in file (including Schedule E and P & L if applicable), to be signed with loan documents.
	PTF	6008	General Condition Open:
	PTF	6009	BROKER - ALL document expiration dates must remain CURRENT through funding (SEE DATES ABOVE); Broker to submit updated items along with final PTF conditions.
	PTF	6010	Max contributions to buyer's NRCC's is 3% or 6% if LTV is equal or less than 65% & owner occupied and the dollar amount does not exceed the total of all Non-Recurring Closing Costs (NRCCs).

PTF	6011	FOR TEXAS OWNER OCCUPIED RATE AND TERM REFINANCES, THERE IS ZERO CASH OUT ALLOWED.
	6012	If closing funds are coming from same personal account that is being used for reserves, provide online bank account activity ledger <b>after closing funds have cleared the account</b> to document that the reserve amount still meets requirements.
	6013	General Condition Open:
	6014	General Condition Open:
	6015	NOTICE TO CLOSING/SETTLEMENT AGENT:
		Closing Agent must reflect all net proceeds from loan as a disbursement to BORROWER'S BUSINESS NAME on the Final HUD-1/CD. In addition, Closing Agent must actually disburse all net proceeds to the borrower's business (funds CANNOT be issued in the borrower's name) via one of the following options:
		1. Disbursement by Check - The check must be made payable to BORROWER'S BUSINESS NAME.
		NOTE: A copy of the check issued to borrower's business account will be required Post Funding.
		2. Disbursement by Wire - A VOIDED check from the Borrower's business account as well as wiring instructions will be required prior to funding.
		NOTE: Proof wire was sent to the borrower's business bank account will be required Post Funding.
		Post funding, the Closing Agent must provide a Final HUD-1/CD and Disbursement Ledger within 24 hours. By signing/dating on the line below, the Closing Agent acknowledges and agrees to these requirements.
	6016	NOTE: The borrower may receive incidental cash back up to \$1,000.00 or 1% of the loan amount, whichever is greater, not to exceed \$5,000.00 on rate and term refinance transactions.
	6017	MAX CASH IN HAND \$
	6018	General Condition Open:
PTF-Broker Conditions		
PTF	7001	Internal: Acra funder to review and validate Acra "Authorization for Automatic Mortgage Payment" form AND copy of a voided check/bank print out with acct#/ABA # *ACH is required for loans closing in an Entity; a \$250 credit will be applied at funding to non-entity loans with ACH set up
	7002	Broker Condition Open:
	7003	Broker Condition Open:
	7004	Broker Condition Open:
	7005	Signed Final 1003 - Copy of Final 1003 provided with Loan Docs signed/dated by Borrower(s) and Loan Officer.
		NOTE: E-signatures will be accepted from brokers; Borrowers must wet sign
	7006	Income - Broker to provide updated Paystubs. Current documentation expires
	7007	Assets - Broker to provide updated Bank Statements. Current documentation expires
	7008	Credit - Acra Lending Underwriter to rerun Credit.
	7009	Appraisal - Broker to provide updated Appraisal (Recert of Value). Appraisal expires
	7010	Mtg. Rating - Broker to provide updated Mortgage Rating. Current documentation expires
	7011	Broker Condition Open:
	7012	Broker Condition Open:
	7013	Financials - Broker to provide updated Financials. Current documentation expires
	7014	Broker Condition Open:
	7015	Broker Condition Open:

	PTF	7016	Broker Condition Open:
	PTF	7017	Broker Condition Open:
	PTF	7018	Broker Condition Open:
	PTF	7019	Broker Condition Open:
	PTF	7020	Broker Condition Open:
PTF - Settlement Agent			
	PTF	7101	Title Condition Open:
	PTF	7102	CPL - Settlement Agent to provide a Closing Protection Letter issued within the last 60 days.
			NOTE: The letter must contain Lender Information, Loan Number, Borrowers Name, Subject Property Address, and Order/File Number.
	PTF	7103	Wire - Closing Agent to provide updated Wiring Instructions that reference one identifier, borrower name, property address or loan amount exactly as they are reflected on the Loan Docs.
	PTF	7104	Prelim - Settlement Agent to provide an updated Preliminary Report issued within the last 90 days.
	PTF	7105	Grant Deed - Settlement Agent to provide a CERTIFIED copy of the fully executed Grant Deed.
			OR
			Quit Claim/Interspousal Transfer Deed - Settlement Agent to provide a CERTIFIED copy of the fully executed Quit Claim Deed from Non-Borrowing Spouse.
	PTF	7106	Funds to Close - Settlement Agent to provide a copy of Borrower's Funds to Close with Escrow Receipt.
			NOTE: 1. All deposits must be able to be sourced from Underwriter approved accounts.
	PTF	7107	Escrow Condition Open:
	PTF	7108	Payoff Demand - Settlement Agent/Broker to provide CURRENT Payoff Demand(s)/Account Statement(s) for all Payoffs listed on the CD and Closing Instructions with an asterisk(*)
			NOTE: 1. Statement(s) must be within 30 days of end of the billing period to the Funding Date and cannot indicate an expiration/void date prior to Funding Date.
			OR
			Statement(s) must be within 15 days of payment due date to the Funding Date and cannot indicate an expiration/void date prior to Funding Date.
			2. Closing Agent is responsible for making all payoff directly to the Creditor using the most recent Payoff/Account Statement(s).
	PTF	7109	Escrow Inst. - Settlement Agent to provide a CERTIFIED copy of the Escrows Instructions signed by all parties.
	PTF	7110	Escrow Amend. - Settlement Agent to provide CERTIFIED copy of the Escrow Amendment showing Lender, Rate, Term, and Ln. Amount.
	PTF	7111	DOT/Mortgage - Settlement Agent to provide CERTIFIED copy of the signed Deed of Trust/Mortgage
	PTF	7112	HOI - Settlement Agent/Broker to provide a current Hazard Insurance Policy with Mortgagee Clause and Loan Number.
	PTF	7113	HOI Invoice - Settlement Agent/Broker to provide a Hazard Insurance Invoice reflecting the current balance due.
	PTF	7114	HOI Rents- If subject is a rental, policy needs to include Rent Loss Coverage.
	PTF	7115	Escrow Condition Open:
	PTF	7116	Escrow Condition Open:
	PTF	7117	Escrow Condition Open:

PTF	7118	Contract - Settlement Agent/Broker to provide a Purchase Contract Extension signed by all parties.
PTF	7119	HUD-1 - Settlement Agent to provide a CERTIFIED copy of the Combined HUD-1 signed by Borrower(s) and Seller(s).
PTF	7120	Seller - Settlement Agent to provide a CERTIFIED copy of seller signed CD or ALTA Statement.
PTF	7121	Escrow Condition Open:
PTF	7122	Credit - Settlement Agent to provide a fully executed Purchase Contract Addendum or Amended Escrow Instructions for Seller Credit.
PTF	7123	POA - Settlement Agent to provide a CERTIFIED copy of the fully executed Power of Attorney for the Borrower(s).
PTF	7124	POA - Signer must sign exactly as the signature line appears.
		Example: John Smith by Jane Doe, As Attorney In Fact. (See POA Signing Sample)
PTF	7125	Escrow Condition Open:
PTF	7200	Closing Inst. - Lender's Closing Instructions (3 parts) signed by all parties:
		1. General Closing Instructions (signed by Settlement Agent).
		2. Specific Closing Instructions (signed/dated by Borrower(s) and Settlement Agent).
		3. Addendum(s) to Closing Instructions (signed/dated by Settlement Agent).
		NOTE: Settlement Agent must execute instructions without modification.
PTF	7201	CA Per Diem - Borrower must select an option for disbursement on the California Per Diem Interest Disclosure.
		NOTE: 1. If funding Monday - Thursday, Borrower(s) should select 1st option.
		2. If funding Friday or day before a holiday, Borrower(s) should select 2nd option and complete all open lines under that option.
PTF	7202	NRTC - Notice of Right to Cancel:
		1. If signing on date other than listed on docs, borrower must correct and initial Start Date.
		2. Borrower must write in and initial End Date of rescission period.
PTF	7203	****A partial re-draw is required for Impounds****
		Borrower must re-execute the following documents:
		1. Funding Closing Disclosure
		2. Specific Closing Instructions
		3. Initial Escrow Account Disclosure.
		4. Payment Letter to Borrower.
PTF	7204	Original signed loan documents need to be returned WITHIN 24 HRS. after funding to:
		Citadel Servicing Corporation
		25541 Commercenter Drive, Suite 250
		Lake Forest, CA 92630
		Attn: Post Closing
		NOTE: Acra Lending requires proof of receipt/tracking number to the original signed loan documents. Must be provided prior to funding.
PTF	7205	NOTE TO CLOSING/SETTLEMENT AGENT:
		Funds must be disbursed within 24 business hours of the funding date. If funds are not disbursed in accordance with this requirement, the Closing/Settlement Agent's office will be responsible for the refund of interest to the Borrower for each day after the initial 24 hours.
		In addition, a CD or Closing Statement (Combined for Purchase) as well as your Disbursement Ledger will be required within 24 business hours of funding.

		If payoff(s) is/are made by Title, documentation of the/those payment(s) must be provided to include the date sent.
		By signing below, the Closing/Settlement Agent agrees to abide by and be held accountable to these terms.
PTF	7206	Pat. Act - USA Patriot Act Customer Identification Verification must be completed by the notary signing the Borrower(s) and include 2 forms of identification.
PTF	7207	Settlement statement to reflect payoff of all debt on Lenders Instructions. (For Consumer Debt- Borrower to provide settlement agent with most recent statement to include mailing address, phone number and account number of all creditors being paid). If amount is substantially less than required payoff on Lenders Instructions/Payoff schedule, statement must be provided to lender for approval.
PTF	7208	CEMA Modification package to be provided to Funder prior to funding/disbursement
PTF	7209	<p><b>* Auto-Triggered at "Ready for Docs" depending on the state:</b></p> <p>If property state is <b>District of Columbia (DC)</b> = "Funder to sign DC Loan Commitment prior to Docs Out"</p> <p>If property state is <b>Florida</b> = "Funder to sign Florida Lock In Agreement prior to Docs Out"</p> <p>If property state is <b>Illinois</b> = "Funder to sign Illinois Rate Lock Agreement prior to Docs Out"</p> <p>If property state is <b>New Jersey</b> = "Funder to sign New Jersey Loan Commitment prior to Docs Out. Funder to execute the NJ Application Disclosure"</p> <p>If property state is <b>Tennessee</b> = "Funder to sign Tennessee Lock in Agreement prior to Docs Out"</p> <p>If property state is <b>Vermont</b> = "Funder to sign Vermont Loan Commitment prior to Docs Out"</p> <p>If property state is <b>Virginia</b> = "Funder to sign Virginia Loan Commitment prior to Docs Out"</p>
PTF	7210	Document Condition Open:
<b>Wet PTF</b>		
<b>Underwriting PTF</b>		
PTF-Wet	8001	Standard Requirements:
		1. All property taxes to be paid current in escrow;
		2. Loan to be impounded for taxes/insurance;
		3. Receipt and review of the above conditions may result in a change of terms or additional conditions;
		4. Post disaster inspection in the event of a natural disaster impacting the property;
		5. File to be reviewed by funding department prior to funding with alerts issued for any missing or incorrect items
		6. Broker owned/controlled/operated escrow/closing companies are not permitted.
		Except as otherwise provided by law, Acra Lending shall not be obligated or required to disperse funds until such time as funder confirms receipt of all funds to close.
PTF-Wet	8002	General Condition Open:
PTF-Wet	8003	General Condition Open:
PTF-Wet	8004	General Condition Open:
PTF-Wet	8005	General Condition Open:
PTF-Wet	8006	VOE to be completed by Acra Lending within 10 days prior to closing/signing
PTF-Wet	8007	Tax returns in file (including Schedule E and P & I if applicable), to be signed with docs.
PTF-Wet	8008	General Condition Open:
PTF-Wet	8009	BROKER - ALL document expiration dates must remain CURRENT through funding (SEE DATES ABOVE); Broker to submit updated items along with final PTF conditions.

	PTF-Wet	8010	Max contributions to buyer's NRCC's is 3% or 6% if LTV is equal or less than 65% & owner occupied and the dollar amount does not exceed the total of all Non Recurring Closing Costs (NRCCs).
<b>PTF-Broker Conditions</b>			
	PTF-Wet	8101	Broker Condition Open:
	PTF-Wet	8102	Broker Condition Open:
	PTF-Wet	8103	Broker Condition Open:
	PTF-Wet	8104	Broker Condition Open:
	PTF-Wet	8105	Signed Final 1003 - Copy of Final 1003 provided with Loan Docs signed/dated by Borrower(s) and Loan Officer.
			NOTE: E-signatures will be accepted from brokers; Borrowers must wet sign
	PTF-Wet	8106	Broker Condition Open:
	PTF-Wet	8107	Broker Condition Open:
	PTF-Wet	8108	Broker Condition Open:
	PTF-Wet	8109	Broker Condition Open:
	PTF-Wet	8110	Broker Condition Open:
	PTF-Wet	8111	Broker Condition Open:
	PTF-Wet	8112	Broker Condition Open:
	PTF-Wet	8113	Broker Condition Open:
	PTF-Wet	8114	Broker Condition Open:
	PTF-Wet	8115	Broker Condition Open:
	PTF-Wet	8116	Broker Condition Open:
	PTF-Wet	8117	Broker Condition Open:
	PTF-Wet	8118	Broker Condition Open:
	PTF-Wet	8119	Broker Condition Open:
<b>PTF - Settlement Agent</b>			
	PTF-Wet	8201	Title Condition Open:
	PTF-Wet	8202	Title Condition Open:
	PTF-Wet	8203	Title Condition Open:
	PTF-Wet	8204	Title Condition Open:
	PTF-Wet	8205	Warranty Deed - Settlement Agent to provide a CERTIFIED copy of the fully executed Warranty Deed.
			OR
			Quit Claim/Interspousal Transfer Deed - Settlement Agent to provide a CERTIFIED copy of the fully executed Quit Claim Deed from Non-Borrowing Spouse.
	PTF-Wet	8206	Funds to Close - Settlement Agent to provide a copy of Borrower's Funds to Close with Receipt.
			NOTE: 1. All deposits must be able to be sourced from approved accts.
	PTF-Wet	8207	EMD - Settlement Agent to provide a CERTIFIED copy of the Borrower's Earnest Money Deposit with Escrow Receipt.
			NOTE: All deposits must be able to be sourced from approved accts.
	PTF-Wet	8208	Title Condition Open:
	PTF-Wet	8209	Title Condition Open:



	PTF-Wet	8210	Title Condition Open:
	PTF-Wet	8211	DOT/Mortgage - Settlement Agent to provide CERTIFIED copy of the signed Deed of Trust/Mortgage
	PTF-Wet	8212	Title Condition Open:
	PTF-Wet	8213	Title Condition Open:
	PTF-Wet	8214	Title Condition Open:
	PTF-Wet	8215	Title Condition Open:
	PTF-Wet	8216	Escrow Condition Open:
	PTF-Wet	8217	Escrow Condition Open:
	PTF-Wet	8218	Escrow Condition Open:
	PTF-Wet	8219	HUD-1 - Settlement Agent to provide a CERTIFIED copy of the Combined HUD-1 signed by Borrower(s) and Seller(s).
	PTF-Wet	8220	Seller - Settlement Agent to provide a CERTIFIED copy of seller signed CD or ALTA Statement.
	PTF-Wet	8221	POA - Settlement Agent to provide a CERTIFIED copy of the fully executed Power of Attorney for the Borrower(s).
	PTF-Wet	8222	POA - Signer must sign exactly as the signature line appears.
			Example: John Smith by Jane Doe, As Attorney In Fact. (See POA Signing Sample)
<b>Prior to Sending Docs</b>			
	PTF-WET	8300	Pat. Act - USA Patriot Act Customer Identification Verification must be completed by the notary signing the Borrower(s) and include 2 forms of identification.
	PTF-WET	8301	TX loans: lenders T-64 executed by all parties (lender's copy of T-64 executed, title T-64 cannot replace)
	PTF-WET	8302	This transaction is a Cash out Refinance of borrower's Primary residence located in the state of TX. The Max points/fees allowed are limited to 2% of the loan amount.
	PTF-WET	8303	Closing Inst. - Lender's Closing Instructions (3 parts) -Signed by all parties:
			1. General Closing Instructions (signed by Settlement Agent)
			2. Specific Closing Instructions (signed/dated by Borrower(s) and Settlement Agent)
			3. Addendum(s) to Closing Instructions (signed/dated by Settlement Agent)
			NOTE: Settlement Agent must execute instructions without modification.
	PTF-WET	8304	Certificate of Compliance or a Certificate of Exemption Required for the following Illinois counties: Cook County, Kane County, Will County and Peoria County
	PTF-WET	8305	Closing Condition Open:
<b>Prior Funding Disbursement</b>			
	PTF-WET	8400	*****PRIOR TO FUNDING AND/OR DISBURSEMENT*****
			Please provide the following items for review:
			1. Copy of entire fully executed Acra Lending Closing Document Package.
			NOTE: Copies of the NOTE and Mortgage (Deed) must be CERTIFIED.
			2. CERTIFIED copy of fully executed Warranty (Grant) Deed.
			3. CERTIFIED copy of Fully executed Final CD.
			4. Fully executed Final Typed 1003.
			5. Copies of all Funds deposited by Borrower for Closing.
			NOTE: All deposits must be able to be sourced from UW approved accounts.
			6. Any outstanding PTF Conditions listed on the Prior to Funding Condition List for Wet State.

	PTF-WET	8401	Do not disburse funds without the funders authorization
	PTF-WET	8402	All funds must be disbursed within 24 hours of the wire and according to the funder instructions
	PTF-WET	8403	Acra Lending requires proof of receipt/tracking number to the original signed loan documents. Must be delivered 24 hours after the close.
	PTF-WET	8404	Original signed loan documents need to be returned WITHIN 24 HRS. of Closing to:
			Citadel Servicing Corporation
			25541 Commercenter Drive, Suite 250
			Lake Forest, CA 92630
			Attn: Post Closing
Compliance Ad-Hoc			
	PTD	9000	Open
	PTF	9100	Open
TM - CD-DOC			
	PTD	15000	1. Acra Lending Approval reflects Reconciled Value
			2. TRID Compliance has been satisfied (if applicable)
			3. Evidence of Insurance/Flood Insurance provided
			4. No open Subject to Re-qual conditions
			5. Credit has not expired
			6. Vesting Cond. #15012
	PTD	15001	INTERNAL: TM audit/checklist completed; Additional conditions may apply
	PTD	15002	Broker to confirm loan fees on Fee Validation email sent by Account Manager. *terms must match current approval
	PTD	15003	Settlement Agent Contact Information and Settlement Statement reflecting fees to be disclosed on CD *Combined Buyer/Seller statement required for Purchases; terms must match approval
	PTD	15004	Open:
	PTD	15005	Borrower has acknowledged last set of Re-Disclosures (TRID loans)
	PTD	15006	Borrower must acknowledge receipt of all valuation items (Appraisal(s), Appraisal Analysis, BPO (if applicable))
	PTD	15007	Evidence of Insurance effective date cannot be earlier than 10 days prior to funding (purchase)
	PTD	15008	Renewal policy must be provided for refinance transactions with less than six months coverage remaining
	PTD	15009	Open:
	PTD	15010	TM to confirm rate locked LE has been received
	PTD	15011	Open:
	PTD	15012	Open:
	PTD	15013	Open:
	PTD	15014	Purchase Contract Listing/Selling agent information: Must show State Licensing information/License number, name, address, phone number and email for agent and agents office. If contract does not show this information it must be provided by separate method.
	PTD	15015	Open:
	PTD	15016	Open:

<b>TM - PTD</b>			
	PTD	16000	Acra Lending to clear identity fraud alert showing on credit.
	PTD	16001	Broker to provide fully executed SSA-89 results (legible copy) or as an alternative, a wet signed SSA-89 Form can be delivered to Acra for processing. Electronic signatures not accepted.
	PTD	16002	Acra Lending Signed Notice of Intent to Proceed with Loan Application form or email notification of borrower's Intent to Proceed.
	PTD	16003	Closing/Settlement Agent must be either (1) a major title company or (2) underwritten by a major title company 1. Acra TM to obtain Agent Verification upon receipt of the following: Wire instructions to include one specific loan identifier (ie; title order #, borrower's name, loan number or subject address) and CPL to reflect CSC loss payee clause / loan #/ borrower name.
	PTD	16004	Illinois state specific form: Broker Agreement and Loan Brokerage Disclosure signed and dated by borrower/s as well as Broker.
	PTD	16005	1. Broker to provide credit report invoice
			2. Broker to provide appraisal invoice(s)
	PTD	16006	Fully Executed Acra Authorization for Automatic Mortgage Payment form AND copy of a voided check/bank print out with acct#/ABA# *ACH is required for loans closing in an Entity; If loan is not closing in the name of an Entity, the form must still be completed to elect yes (with voided check or stmt) or no and sign/dated. A \$250 credit will be applied at funding to non-entity loans with ACH set up.
	PTD	16007	Vesting to be provided to show exact way borrower(s) will take title. This will be used to draw loan documents
	PTD	16008	If the borrower is using a POA (Power of Attorney), all items listed must be satisfied:
			1. Executed copy of Specific POA (can not accept Durable POA). If signed outside of US, must be executed at US Embassy
			2. Title to acknowledge they have reviewed and approved POA; that POA will be recorded concurrently with the Security Instrument; that they will provide a recorded copy of the POA to Acra Lending
			3. Relationship letter and explanation for reason using POA
			4. Copy of ID for Attorney in Fact (may not be a party to the transaction)
	PTD	16009	The Illinois Borrower Information Document requires borrower/s execution before closing. This document was sent out by Acra in the Initial Disclosure package.
	PTD	16010	Broker must provide the completed, fully executed page 1 & 2 of the SC Attorney Insurance Agent Form prior to docs
	PTD	16011	Hazard insurance coverage equal to replacement or guaranteed replacement cost. Max deductible 2.50% of the face value of the dwelling coverage amount, but no more than \$5000. 12 months paid coverage required on purch, 6 on refi. If subject is a rental, 6 months gross rental income rent loss insurance coverage will be required if rental income is being used to qualify. At minimum, Rent loss coverage should be to the lessor of (a) PITIA or (b) rent received/scheduled. Hazard insurance must be current and show loss payable to Citadel Servicing Corporation ISAOA, 25531 Commercentre Dr, Suite 160, Lake Forest, CA 92630. Policy should reference the loan number, borrowers name and address. Only the borrowers on the loan and on title can be named on the hazard insurance policy.

PTD	16012	H06 Dwelling Coverage policy is required. HO6 hazard insurance policy (walls in coverage) that provides coverage sufficient to repair the condo unit to its condition prior to a loss claim event as determined by insurer. Max deductible 1% of dwelling coverage, but no more than \$3000. 12 months paid coverage required on purch, 6 on refi. If subject is a rental, 6 months gross rental income rent loss insurance coverage will be required if rental income is being used to qualify. At minimum, Rent loss coverage should be to the lessor of (a) PITIA or (b) rent received/scheduled. Hazard insurance must be current and show loss payable to Citadel Servicing Corporation ISAOA, 25531 Commercentre Dr, Suite 160, Lake Forest, CA 92630. Policy should reference the loan number, borrowers name and address.
PTD	16013	Flood Insurance coverage equal to loan amount (or \$250,000 generally is the max), 100% replacement or guaranteed replacement cost. Max deductible 2.50% of the face value of the dwelling coverage amount, but no more than \$5000. 12 months paid coverage required on purch, 6 on refi. Flood insurance must be current and show loss payee as Citadel Servicing Corporation ISAOA, 25531 Commercentre Dr., Suite 160, Lake Forest, CA 92630. Policy should reference the loan number, borrowers name and address. Only the borrowers on the loan and on title can be named on the flood insurance policy.
PTD	16014	Open: