

**Lock Request Instructions:**

Broker to submit lock extension request to their Transaction Manager via the Broker Portal along with any conditions being provided for Underwriting review.

The Acra Conditional Loan Approval will serve as your rate lock confirmation and identify your lock expiration date.

**Rate Lock Request****Request Date:**

Loan Number: \_\_\_\_\_

Interest Rate Requested: \_\_\_\_\_

Borrower Name: \_\_\_\_\_

**Requested Locked Term:**

**For assistance with Rate Lock Pricing or scenario review, please contact  
your Account Executive.**

**Up-to-date Rate Sheets are available on our [website](#).**

**Rate Lock Extension Request**

**A file may be extended for a maximum of 30 days.**

**Review Acra Rate Lock Policy on our [website](#).**

**Changes to the terms of the loan require the submission of a “Rework Request Form”.**

**This form can be found on our [website](#).**