



AFFILIATED MORTGAGE COMPANY

Wholesale / Mini Correspondent

Broker Checklist

Broker Name: _____

- ☐ Broker Application, completed, signed and dated by Principal Officer
- ☐ Mortgage Broker Agreement signed and dated by Principal Officer
(Must write the company's name exactly as it's registered with the State)
- ☐ Government loan addendum FHA/VA if applicable
- ☐ VA- Include \$100 check payable to Dept. of Veterans Administration
- ☐ Authorization to send information via facsimile and/or e-mail
- ☐ W-9 signed and dated
- ☐ Copy of Current Mortgage Broker License applicable to state
- ☐ Articles of Incorporation or Organization
- ☐ DBA Certificate (if applicable)
- ☐ Financial Statements including Balance Sheet and Income Statement within the past 12 months or last year's audited financial (if applicable)
- ☐ References as indicated on page 2 of Broker Application
- ☐ Lender Paid Compensation Agreement
- ☐ Employee list (excel version preferred) or Attachment A completed in its entirety