

LOAN SUBMISSION



Submission Date:		Loan Officer:	
Primary Borrower Name:		Point File #:	
Investor:		Registered: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Sales Price:	Loan Amount:	LTV/CLTV:	
Note Rate:	COE:	Lock Expiration Date:	
CHECK ALL THAT APPLY TO SUBJECT LOAN			
Loan Program: <input type="checkbox"/> Conforming <input type="checkbox"/> Fixed Rate <input type="checkbox"/> ARM <input type="checkbox"/> High Balance <input type="checkbox"/> Jumbo			
Loan Type: <input type="checkbox"/> Purchase <input type="checkbox"/> Refi (Rate & Term) <input type="checkbox"/> Refi (cash out)			
Property Type: <input type="checkbox"/> SFR <input type="checkbox"/> 2 Units <input type="checkbox"/> 3-4 Units <input type="checkbox"/> PUD <input type="checkbox"/> Condo			
Occupancy Status: <input type="checkbox"/> Primary <input type="checkbox"/> Second <input type="checkbox"/> Investment			
Loan Term: <input type="checkbox"/> 30 <input type="checkbox"/> 25 <input type="checkbox"/> 20 <input type="checkbox"/> 15 <input type="checkbox"/> 10			
Doc Type: <input type="checkbox"/> Full <input type="checkbox"/> W2 Program <input type="checkbox"/> FHA Streamline <input type="checkbox"/> VA IRRRL			
Impounds: <input type="checkbox"/> Yes <input type="checkbox"/> No			
AUS Method: <input type="checkbox"/> Freddie <input type="checkbox"/> Fannie			
Subordinate Financing: <input type="checkbox"/> New or <input type="checkbox"/> Existing			
If existing 2 nd lien, is 2 nd lien being paid off through refi or subordinating? <input type="checkbox"/> Paying Off <input type="checkbox"/> Subordinating			
ESCROW COMPANY			
Escrow Company:		Escrow Officer:	
Phone Number:		Email Address:	
APPRAISAL INFORMATION			
AMC Choice: <input type="checkbox"/> AMC or <input type="checkbox"/> Appraisal Desk (only for correspondent transactions)			
Point of Contact: <input type="checkbox"/> Borrower <input type="checkbox"/> Listing Agent <input type="checkbox"/> Selling Agent			
Phone Number:			
Recouping Cost: <input type="checkbox"/> Yes <input type="checkbox"/> No			
MORTGAGE INSURANCE FEATURE (CHOOSE ONE)			
<input type="checkbox"/> Financed MI <input type="checkbox"/> Lender Paid (LPMI) <input type="checkbox"/> Split Premium <input type="checkbox"/> Borrower Paid (BPMI) <input type="checkbox"/> Borrower Paid Single			
ALL DOCUMENTS LISTED BELOW SHOULD BE FULLY EXECUTED (SIGNED AND DATED WITHIN COMPLIANCE			
<div><input type="checkbox"/> Submission Form</div> <div><input type="checkbox"/> Initial 1003 and Disclosures (including Federal and State disclosures)</div> <div><input type="checkbox"/> Credit Report (print and place in file)</div> <div><input type="checkbox"/> Income Documentation</div> <div><input type="checkbox"/> Income Calculation Worksheet</div> <div><input type="checkbox"/> REO Income Calculation Worksheet</div> <div><input type="checkbox"/> Property Profiles for all properties listed in REO including Subject address</div> <div><input type="checkbox"/> Assets</div> <div><input type="checkbox"/> Loan Estimate</div> <div><input type="checkbox"/> Loan Estimate Audit (only if file is locked)</div> <div><input type="checkbox"/> Investor specific forms (reference lender link on CMS’ website or contact Rep)</div> <div><input type="checkbox"/> Ink signed Borrower Authorization</div> <div><input type="checkbox"/> Verbal Attestation-Permissible Purpose to Pull Credit (only if borrower verbally grants LO permission to pull credit. Form must be dated on or before credit was pulled)</div> <div><input type="checkbox"/> Ink signed SSA-89</div> <div><input type="checkbox"/> Ink signed 4506-T (address must match borrower’s returns)</div> <div><input type="checkbox"/> Anti-Steering fully completed with all loan options entered (wholesale and correspondent)</div> <div><input type="checkbox"/> Electronic Document Delivery Consent Form (for all borrowers applying for financing)</div> <div><input type="checkbox"/> Notice of Right to Receive Copy of Appraisal</div> <div><input type="checkbox"/> Acknowledgement of Receipt of Homeownership Counseling Notice</div> <div><input type="checkbox"/> Homeownership Counseling List (use borrower’s current address zip code to pull list)</div> <div><input type="checkbox"/> CFPB’s “Your Home Loan Toolkit”</div> <div><input type="checkbox"/> Loan Estimate Intent to Proceed</div> <div><input type="checkbox"/> MDIA</div> <div><input type="checkbox"/> Addendum to Loan Application</div> <div><input type="checkbox"/> Addendum to Residential Mortgage Loan Application (aka Domestic Partner Disclosure)</div> <div><input type="checkbox"/> Loan Applicant’s Attestation</div> <div><input type="checkbox"/> Lender Paid MI (if applicable)</div> <div><input type="checkbox"/> MI Quote printout</div> <div><input type="checkbox"/> Credit Authorization for: Appraisal, Employment Verification, Condo Certification (if applicable)</div> <div><input type="checkbox"/> AUS Findings (DO/LP)</div> <div><input type="checkbox"/> Lock Confirmation (if applicable)</div> <div><input type="checkbox"/> Purchase Contract</div> <div><input type="checkbox"/> Prelim (if available at the time of submission)</div>			
Notes to Processor:			