

Loan No. _____ D.P. No. _____

Date into Proc. _____ Processor _____ L.O. _____

Applicant _____ Hm. Phone (____) _____

Co-Applciant _____ Wk. Phone (____) _____

Sub. Prop. Address _____ Property Type _____

City _____ St. _____ Zip _____ County _____

Primary _____ Investment _____ 2nd Home _____ # of Units _____ Owner Occ. Yes No

Seller Name _____ Seller Phone (____) _____

Realtor _____ Company _____ Company Ph. (____) _____

Lender _____ Loan Amount _____ Term _____ Int. Rate _____

Phone # (____) _____ Fax No. (____) _____ Contact _____

Date Reg. _____ Date Locked _____ Exp. Date _____ Float _____

Refi. _____ Ref. w/C.O. _____ Purch. _____ 1st Mort. _____ 2nd Mort. _____ Doc. Type: Alt _____ Full _____ Comb _____

Appraisal Pd. to BMC \$ _____ Pd. at Door \$ _____ Put in Ln. \$ _____ Prelim Ratios _____

C.R. Pd. to BMC \$ _____ Put in Ln. \$ _____ Prelim LTV _____

	ORDERED	REC'D
Title Ordered From _____		
Flood Cert. _____		
Ph. (____) _____		
Fax (____) _____		
Contact Person _____		
Title No. _____		
Appraisal Ord. From _____		
Ph. (____) _____		
Fax (____) _____		
Contact Person _____		
Credit Report (RMCR) _____		
Credit Explanation Letter _____		
RESPA Docs. _____		
Hm. Ins. Co. _____		
Agent _____		
Phone (____) _____		
Pay Stubs: Bor. _____ CoB. _____		
W-2's: Bor. _____ CoB. _____		
Tax Returns _____		
P&L / Balance Sheet _____		
Corp. Tax Returns _____		
Bank Statements _____		

Date Submitted to Lender _____		
Conditions Submitted _____		
Date Approved w/Priors _____		
Date of Final Approval _____		

	COST	ORDERED	REC'D
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Mortgage Payoff: _____

1. _____

2. _____

V.O.E. Bor. _____

V.O.E. CoB. _____

Prev. V.O.E. Bor. _____

Prev. V.O.E. CoB. _____

Lease Agreement _____

Child Support Verification _____

V.O.B. Bor. _____

V.O.B. CoB. _____

V.O.M./V.O.R. _____

V.O.D. Bor. _____

V.O.D. CoB. _____

Cash Out Letter _____

Gift Letter _____

Purchase Agreement/Land Contract _____

Bankruptcy Docs./Discharge _____

Divorce Decree/Sep. Agreement _____

Condo By-Laws/Questionnaire _____

Fed Ex _____

Closing Docs. _____

Funding Request _____

Preliminary HUD Received _____ TIME _____

Final HUD Received _____

Final HUD Received _____			OK
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