



# CLOSING AGENT INFO

Please complete the following information and submit with loan package. Upon conditional loan approval, a request for preliminary closing documents will be sent to the closing agent named below.

**Borrower Name** \_\_\_\_\_ **Loan #** \_\_\_\_\_

**Closing Agent** \_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

**Phone** \_\_\_\_\_

**Fax** \_\_\_\_\_

**Contact** \_\_\_\_\_

**Accept E-mail Pkgs (Y) or (N) E-mail** \_\_\_\_\_

If no, extra time will be needed to schedule closing

**Anticipated Closing Date** \_\_\_\_\_ **Interest Credit (Y) OR (N)**

**Broker Name** \_\_\_\_\_

**Contact** \_\_\_\_\_ **Phone** \_\_\_\_\_

Fee approval online!!! Log in to Broker Portal from website to authorize your fees once loan approved. Don't want to authorize your fees online, contact your coordinator for alternate instructions.