

# Change Request Form

For all changes that impact a loan prior to closing, the Broker must complete and email this COC form to AE and cc the Underwriter on the file (if applicable).

**Borrower Name:** \_\_\_\_\_ **Loan Number:** \_\_\_\_\_

**Note:** If any fees increase (title, transfer tax, etc.) as a result of the new loan amount, a new Title Fee Quote from the Settlement Agent must be submitted with this request.

**Select the Correct Borrower Requested Change(s)**

**Loan Amount**

**Base Loan Amount** (If applicable)

From: \_\_\_\_\_ To: \_\_\_\_\_

Total Loan Amount:

From: \_\_\_\_\_ To: \_\_\_\_\_

Reason: \_\_\_\_\_

**Product Code**

From: \_\_\_\_\_ To: \_\_\_\_\_

Reason: \_\_\_\_\_

If appraisal now required, appraisal fee estimate \$ \_\_\_\_\_

**Interest Rate (Explanation Required Below)**

From: \_\_\_\_\_ To: \_\_\_\_\_

Reason: \_\_\_\_\_

**Broker Compensation Type**

From: \_\_\_\_\_ To: \_\_\_\_\_

Reason: \_\_\_\_\_

**Buyout Origination Fee**

Reason: \_\_\_\_\_

**Impounds**      Add      Remove

**Other Changes**

**Appraised Value**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Property Type**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Loan Purpose**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Other Changes (Provide Details and Reason)**

**Comments to Disclosure Dept**

**Additional Information/Explanation**

\_\_\_\_\_  
Requested By

\_\_\_\_\_  
Date