

Expedited CD Request/Doc Order Request Form

Upload correspondence to the loan file
 For details and questions on how to use this form,
 contact your Account Executive or Account Manager

Request Date _____ **Expedited CD** (Prior to CTC) Loan Number _____ Lock Expiration Date _____
 Anticipated Signing Date _____

Borrower Information (as they should appear on the docs)

Borrower Name (first, last) _____ Co-Borrower Name (first, last) _____

Non-Borrowing Spouse (if applicable) _____ Co-Borrower on Title Only Yes No
 Vesting _____

POA (approval required prior to docs) Yes (attach copy of POA) No

Property Information

Street Address _____
 City _____
 State _____ ZIP _____

Property Type

SFRC Condo PUD MF Units _____

Loan Purpose

Purchase R/T Refi Cash Out Refi
 Owner Occupied Non-Owner 2nd Home

Compensation Plan

Borrower Paid
 Comp Plan% _____

Loan Information

Term - 30 Yrs, 15 Yrs, _____ Yrs _____ Arm Term
 Loan Program _____
 Appraised Value \$ _____
 Full Loan Amount \$ _____
 Sales Price \$ _____ Interest Rate _____ %
 First Payment _____ Signing Date _____
 Property Type _____
 PUD or Condo Name _____
 Escrow Holdback Yes No Impounds/Escrows Yes No
 Taxes & Insurance
 Taxes Only
 Insurance Only

Fees: Must match most recently disclosed LE and within APR tolerance. Please obtain most updated Title and Escrow Fees

Broker Fees

1. Origination Charges	POC	Amount
Underwriting Fees = \$1,695	\$	_____
Mortgage Broker Fee	\$	_____
Processing Fee	\$	_____
	\$	_____
	\$	_____
2. Lender Credits, Discount Fees or Broker Credits		Amount
Lender Credit to Borrower	\$	_____
Bonafide Discount Fee	\$	_____
3. Required Services		Amount
Tax Service Fee \$80.00	\$	_____
Appraisal Fee (invoice required)	\$	_____
POC Yes No		
Bkr Reimbursed Yes No		
Credit Report Fee (invoice required)	\$	_____
POC Yes No		
Bkr Reimbursed Yes No		
Flood Cert Fee (lender) \$14.00	\$	_____
Lender Fees Locked to Rate	Yes No	

Broker Contact Information

Company Name _____
 Loan Officer (first name, last name) _____
 Email 1 _____
 Phone 1 _____
 Processor - (first name, last name) _____
 Email 2 _____
 Phone 2 _____

Escrow Company Information

Company Name _____ License # _____
 Escrow Officer _____ License # _____
 Phone _____ Email for DOCS _____
 Address _____ City _____
 State _____ ZIP _____

Title Company Information

Company Name _____
 Title Officer _____ Phone # _____
 Email _____
 Address _____ City _____
 State _____ ZIP _____

Brokers Advantage Only

Account Executive: _____
 Account Manager: _____
 Notes: _____

Other Contact Information - PURCHASE TRANSACTIONS ONLY

A. PROPERTY SELLER REALTOR INFORMATION

Real Estate Company Name _____ License # _____
 Agent Name _____ Email _____
 Agent Phone _____ Agent License # _____
 Address _____

B. BUYER/BORROWER REALTOR INFORMATION

Real Estate Company Name _____ License # _____
 Agent Name _____ Email _____
 Agent Phone _____ Agent License # _____
 Address _____

C. PROPERTY SELLER INFORMATION

Property Seller Name _____ Address _____

Loan Officer Signature Line:
