

Company Name: _____

Loan Officer: _____ Phone: _____ Email: _____

Processor/Contact: _____ Phone: _____ Email: _____

LOAN PROGRAM:

TERM:

CHECK IF APPLICABLE:

Owner Occupied Lite Doc	5/6 ARM (30-year amortization)	<u>FAST Track</u>
Owner Occupied No Ratio	7/6 ARM (30-year amortization)	Warrantable Condo/Coop
Owner Occupied Asset Utilization	15-year fixed (Interest-Only Not Available)	Nonwarrantable Condo/Coop
Investor Lite Doc	30-year fixed	CEMA (New York State Only)
Investor Asset Utilization Investor		Interest Only

DSCR

DESIRED RATE:

BUYDOWN / DISCOUNT POINTS:

Investor Foreign National (DTI) _____

Investor Foreign National (DSCR) _____

SELECT AMC FOR PROPERTY INSPECTION:

ACCESS CONTACT INFORMATION:

- Appraisal Links, Inc.
- Appraisal Unlimited (TX, CO, UT)
- Broad Street Valuations, Inc
- Class Valuation, LLC
- Equity Solutions USA
- Karis Management Group, LLC
- MLA, Inc.
- Nationwide Property & Appraisal Services, LLC
- PropertyRate LLC
- Triserv Appraisal Management Solutions

First Name: _____ Last Name: _____

Relationship: _____ Email: _____

Phone Number: _____ EXT. _____ Alt. Phone Number: _____ EXT. _____

Rush
(Additional Fee will be disclosed and collected)

Lease agreement if applicable

Appraisal Transfer - Appraisal PDF, XML, Transfer Letter, Invoice/Fee \$ _____. Additional Documents may be requested

PURCHASE:

REFINANCE:

Loan Amount: \$ _____

Purchase Price: \$ _____

Closing Date (mm/dd/yyyy): ____/____/____

Loan Amount: \$ _____

Estimated Value: \$ _____

Rate/Term _____ Cash-Out _____

Current Title Vesting: _____

CHECKLIST:

THE FOLLOWING MINIMUM DOCUMENTATION MUST BE INCLUDED WITH THE **QUONTIC WHOLESALE SUBMISSION (TPO):**

<p>Complete Uniform Residential Loan Application (1003)</p> <p>Credit Report dated within 30 days of Application date (cannot exceed 90 days at closing/funding). Approved Credit Providers:</p> <ul style="list-style-type: none"> Advantage Credit CIS (includes UCS & Avantus) Corelogic Credco Credit Plus Factual Data/CBC <p>If credit report is not from one of the above credit providers, credit report will be re-run Quontic prior to opening. Credit Authorization will be required.</p>	<p><u>Quontic Qualifier</u> AUS Findings with 'Pass' Results - Qualify.QuonticWholesale.com. <u>Information and loan terms on Quontic Qualifier must match 1003.</u></p> <p>MISMO 3.4 XML</p> <p>Executed Broker Fee Agreement with Company Name and NMLS reflected. Fee Sheet required if other fees are being charged. <i>Max Admin Fee: \$900 for loans ≤ \$500K; \$1,200 for loans > \$500k</i></p> <p>Valid Government-Issued Photo ID: Driver's License, Passport, EAD, Visa (if applicable)</p> <p>Preliminary Purchase and Sales Agreement (if purchase) - Must be fully executed prior to "CTC"</p>
---	---

Borrower Last Name**Loan #****DISCLOSURES**

- Executed Quontic Attestation of No-Forbearance
- SSA-89 (wet signed only)
- Executed borrower Statement of Occupancy and Statement of Business Purpose (if Investor loan)
- Successful Quontic Qualifier results (if using an approved Quontic credit vendor)
- Executed Credit Authorization form if NOT using an approved Quontic credit vendor
- Executed Broker Fee Agreement with the Company Name and NMLS reflected.
- Complete Uniform Residential Loan Application (1003)

CREDIT

- Provide two forms of government-issued ID along with proof of legal US residency (if applicable)
- Signed credit report Consumer Explanation Letter (for approved Quontic credit vendors). Any required additional credit references (as applicable). Copy of note and 12 months canceled checks for Private mortgages (if applicable)
- For Cash-Out Refinances, provide a signed letter explaining the reason for cash-out and use of funds.
- If the borrower owns the current primary residence and the subject transaction is for purchasing a primary residence, a satisfactory signed Motivation Letter is required. If the borrower is relocating, the letter must indicate how the income source will continue.
- If Investor Loan Under an Entity (Corp / LLC): Note: ALL individuals who own 25% or more of the entity must be on the loan application as a guarantor. Provide LLC/Corp docs per guidelines.

ASSETS

- Most recent one month's statement for each account. Large deposits to be documented per guidelines. Signed access letter for all joint accounts.
- Fully executed gift letters for all gifts

PROPERTY

- Fully executed Purchase Agreement, including all Amendments and Riders, with applicable e-sign consent
- Signed Lease Agreement(s) or Month-to-Month Letter for the subject property (for refinances)
- For Condos/Coops: Completed CDL Quontic Limited Review Project Questionnaire (www.quonticwholesale.com).

INCOME: US CITIZEN, PERMANENT RESIDENT, EAD

- 1040 page 1 Top Section up to and including dependents. No income figures are to be provided. (Required for CDFI purposes ONLY)
- Self-Employed Borrowers (for Lite Doc loans): CPA/ Accountant/Tax Preparer's letter stating borrower's position/title, ownership percentage, and business inception date for All business, dated and signed on firm's letterhead, and must include contact information. CPA/Accountant/Tax Preparer must have a valid PTIN (preparer tax identification number).
- Self-Employed Borrowers (for Lite-Doc loans where DTI is calculated): A signed 12-month Borrower-prepared Profit & Loss Statement (P&L) for the period ending within 60 days of closing. Profit & Loss Statement must include attestation confirming no material COVID-19 impact on the ability to make mortgage payments. Provide any applicable business licenses or certifications.

INCOME: FOREIGN NATIONAL (all letters must be translated)

- Wage-Earner FN Borrowers (For Lite Doc loans): Letter from Borrower's employer on employer's letterhead stating Current position/title, length of employment, and current yearly compensation. The borrower must be employed for at least two years. The letter must evidence contact telephone number, address, and email, if applicable. The employment letter will expire 90 days from the date of issuance on the letter.
- Self-Employed FN Borrowers (For Lite Doc loans): A signed letter from the borrower's CPA/accountant or auditor on the firm's letterhead confirm the following: Name and description of borrower's business(es), position and title, length borrower held the position, prior two years and current year personal income, the letter must include a contact telephone number, address, email, and will expire in 90 days.
- For all REO outside the US, provide a signed letter from the borrower's CPA/accountant or auditor on the firm's letterhead verifying the housing expense and rental income (if applicable) for each property owned. For all REO in the US, follow Master Guidelines for general requirements.

INCOME: ITIN BORROWER

For self-employed: top portions of their Schedule C's for the last 2 years, evidencing their business or profession with no income shown or at minimum blacked out, with CPA letter and 12-month P & L

For wage-earners, top portions of the 1040s for the last 2 years. (If 2020 have not yet been filed, need proof of extension of 2020 and tops of the 2018 and 2019 tax returns. No exceptions will be made if the aforementioned cannot be provided)

Copy of the ITIN card or letter from the IRS required