WHOLESALE MINIMUM SUBMISSION CHECKLIST

DISCLOSURE ONLY PACKAGE

URLA Signed by MLO with NMLS ID dated within 24 hours of submission (TRID timing not applicable to Business Purpose loans)	
Credit Report (Max age of document: CEL, Agency, Jumbo – 120 days; Jade – 90 days) Foreign National not applicable	
Purchase Contract (applicable for Purchase Transactions only)	
Closing Agent Closing Disclosure/Escrow Settlement Statement and/or Broker Fee Sheet (title/escrow fee estimates required)*	

^{*}Loan Setup will complete estimates for Recording Fees and Transfer Taxes Only (when applicable) per the First American Fee Calculator

REQUIRED DOCUMENTS TO PROCEED TO UW:

FLEX & AGENCY	CLOSED END 2ND'S		
Broker's Credit Credentials	Current 1 st Lien Note		
Broker DO/DU Findings	Most Recent 1 st Lien Mortgage Statement		
ITIN			
Unexpired Photo ID (US or abroad)	ITIN Letter, Card or Form		
INCOME			
Wage Earners – Full/Express Doc			
2 or 1 Years W2(s) (Agency: Per DU; ITIN and Jumbo: 2 years)			
Paystubs covering 30 days (Age of doc max: PRIME/PLUS, Agency, Jun	Paystubs covering 30 days (Age of doc max: PRIME/PLUS, Agency, Jumbo – 120 days; Jade – 90 days)		
1099 (Contractors) – Full/Express Doc			
2 or 1 Years 1099(s)			
Employed ≥ 25% Ownership – Full/Express Doc			
2 or 1 Years Personal and Business Returns (Agency: Per DU; Jumbo: 2 years; ITIN: 1 year)			
WVOE			
FNMA form 1005 – Verification of Employment (Age of doc max:	FNMA form 1005 – Verification of Employment (Age of doc max: – 90 days)		
2 Months Recent Consecutive Bank Statements with deposit from Employer (Age of doc max: 90 days) - PRIME JADE ONLY			
k Statements			
12 or 24 Months Consecutive Personal or Business Bank State	12 or 24 Months Consecutive Personal or Business Bank Statements (Age of doc max: PRIME/PLUS– 120 days; Jade – 90 days)		
CEL Business Narrative			
P&L Statements			
12 or 24 Months P&L Statement (End date within 90 days of closing)			
CEL Business Narrative			
JADE: 3 rd Party prepared 12 or 24 Months P&L (CPA, Enrolled Age	JADE: 3 rd Party prepared 12 or 24 Months P&L (CPA, Enrolled Agent, CTEC or Tax Attorney)		
ITIN: Self Employed Borrower Questionnaire and 3 rd Party Tax	ITIN: Self Employed Borrower Questionnaire and 3 rd Party Tax Preparer expense factor letter (CPA, Enrolled Agent, or PTIN)		
Asset Utilization			
PRIME/PLUS: 4 Months Consecutive Asset Statements for all accounts listed on URLA (Age of doc max: 120 days)			
JADE: 3 Months Consecutive Asset Statement for all accounts listed on URLA (Age of doc max: 90 days)			
SCR			
Schedule of REO (For all properties listed on URLA/Credit Report)			
ASSETS			
1 Month Asset Statement required for Purchases, N/A for Refinances to cover funds to close (Age of doc max: PRIME/PLUS – 120 days; Jade – 90 days)			

State Specific Broker Required Disclosures

Additional State Specific Disclosures may still be required and conditioned accordingly for while in UW.

NJ Mortgage Broker Disclosure