

Simply Mortgage Doc Order Form																				
Date _____	Loan Processor _____	Loan Number _____																		
Loan Officer _____	Loan Officer Assistant _____																			
Borrower and Vesting Information																				
Borrower - How name will appear on docs _____	Borrower - How name will appear on docs _____																			
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Vesting- must match vesting amendment in the file																				
Title Only Borrower: _____																				
POA (please check): Yes <input type="checkbox"/> No <input type="checkbox"/>																				
Settlement Agent / Escrow Information																				
Company _____	Escrow Number _____																			
Contact _____	Email (where to send docs) _____																			
Phone _____	Escrow Assistant Email (where to send docs) _____																			
Estimated Closing Date: _____	First Payment Date: _____																			
Loan / Lock Details- Must match lock confirmation on MLM																				
Loan Amount: \$ _____	Appraised Value: \$ _____																			
Loan Term: _____	Purchase Price: \$ _____																			
Rate: _____	Lock Expires: _____																			
Lender Credit: \$ _____																				
Loan Type (Check one): / FHA <input type="checkbox"/> / Conventional <input type="checkbox"/> / VA <input type="checkbox"/> / NON- Conf <input type="checkbox"/> / Other <input type="checkbox"/>																				
Loan Purpose (Check One):	Purchase: <input type="checkbox"/>	Refi: <input type="checkbox"/> Streamline: <input type="checkbox"/>																		
Loan Product (Check One):	Fixed Rate <input type="checkbox"/>	ARM <input type="checkbox"/>																		
Occupancy (Check One):	Primary <input type="checkbox"/>	Investment <input type="checkbox"/> Second <input type="checkbox"/>																		
Impounds (Check One):	Taxes <input type="checkbox"/>	Insurance <input type="checkbox"/> Flood <input type="checkbox"/>																		
Simply Mortgage Fees	Other Fees Charged																			
Discount Point: \$ _____  Doc Fee: \$ _____  Loan Origination: \$ _____  Processing Fee: \$ _____  Underwriting Fee: \$ _____	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">POC</th> <th style="width: 10%; text-align: center;">Invoice</th> </tr> </thead> <tbody> <tr> <td>Appraisal: \$ _____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>1004D: \$ _____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Credit: \$ _____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>HOA: \$ _____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Other: \$ _____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>			POC	Invoice	Appraisal: \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	1004D: \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	Credit: \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	HOA: \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	Other: \$ _____	<input type="checkbox"/>	<input type="checkbox"/>
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Other: \$ _____	<input type="checkbox"/>	<input type="checkbox"/>																		
Reimbursement to Loan Officer																				
Invoice must be attached. In order for reimbursement, all fees must be disclosed on initial CD																				
Loan Officer to be reimbursed for appraisal: _____	HOA: _____																			
Loan Officer to be reimbursed for 1004D: _____	Credit Report: _____																			
Loan Officer to be reimbursed for Processing: _____	Other: _____																			
I can confirm that all the information and fees are correct.																				
Loan Officer Signature _____	Date _____																			