

## Wholesale Submission

Thank you for your loan submission. Please complete this form in its entirety and include all required documents, as listed below. Only complete submissions will progress to Underwriting.

### Contact Information:

Loan Officer Contact: \_\_\_\_\_ Processor Contact: \_\_\_\_\_  
 Contact Information: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Title: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Requested Loan Terms:

Estimated Closing Date: \_\_\_\_\_  
 Borrower: \_\_\_\_\_ Co-Borrower: \_\_\_\_\_  
 Borr. Email: \_\_\_\_\_ Co-Borr Email: \_\_\_\_\_  
 Subject Property: \_\_\_\_\_  
 Loan Amt: \_\_\_\_\_ Appr Value (Est): \_\_\_\_\_ Purpose: \_\_\_\_\_  
 Interest Rate: \_\_\_\_\_ Term: \_\_\_\_\_ Doc Type: \_\_\_\_\_  
 Purch Price: \_\_\_\_\_ Loan Type: \_\_\_\_\_ Occupancy: \_\_\_\_\_  
 Property Type: \_\_\_\_\_ Lien: \_\_\_\_\_ Impounds? :  Yes  No  
 FHA Condo Spot Approval Request?  Yes  No

### Credit Credentials:

Username: \_\_\_\_\_ Password: \_\_\_\_\_

### Broker Compensation:

Comp Type:  Borrower Paid  Lender Paid If Borrower Paid, Amount: \_\_\_\_\_  
 Loan Processing Fee?  Yes  No MLO & RE Agent (Buyer or Seller) the same?  Yes  No  
 (If 3<sup>rd</sup>-Party Invoice with NMLS ID is Required) (If Yes, provide Dual Role Disclosure; not allowed for FHA)

### For Initial Disclosures

- Loan registered with the correct loan program and terms
- Credit Report for All Borrowers. FHA & VA require Non-borrowing Spouse Credit (*if married*)
- If FHA/VA: Streamline Mortgage Only Credit Report
- Borrower's Certification and Authorization dated on or before credit report
- Broker or Escrow fee sheet with supporting Invoices including, *if applicable*, third-party processing invoice with NMLS ID (if not provided, SM will disclose estimated fees)
- eConsent from Borrower(s) if any documents are eSigned
- Broker's completed/signed Anti-Steering Disclosure and Affiliated Business Arrangement (ABA) Disclosure, *if applicable*
- Copy of unexpired Driver License
- 1003 data entry completed: all phone numbers, at least 2 year living history, 2 year work history, REO with linked liabilities, income completed and broken down properly, assets, and declarations completed

### Items required for UW

- Assets- most recent two months of all accounts listed on the 1003
- Supporting mortgage statement, tax, insurance, info for all REO listed on the 1003
- Purchase contract or Refinances a current mortgage statement
- If VA: VA Certificate of Eligibility
- If FHA Streamline: Payoff Demand or current mortgage statement and previous FHA Case #

Income Type	Required docs
If Wage Earner:	Most recent 30 days paystubs, all borrowers (or as required per AUS) AND last 2 years W2s, all borrowers. Full VOs in lieu must be 3 <sup>rd</sup> party for FHA, VA & Non QM
If Self-employed	2 Years 1040s, Business Tax Returns & K1s (as applicable) (1 or 2 Years, based on program)
If Retired:	Award Letter, Retirement Statement, 1099s, or recent bank statement supporting retirement income
Non-QM Bank Statements	12 or 24 months most recent, consecutive bank statements
P&L Only	Current P&L with 2 months business bank statements
DSCR	Mortgage statements for Primary & Subject Properties

### Notes to UW:

**Mortgagee Clause:**  
 Simply Mortgage  
 ISAOA  
 15650 Devonshire St. Ste 202  
 Granada Hills, CA 91344

**Lender IDs:**  
**FHA:** 007330003  
**VA:** 9099950000

**Corporate Office Phone:**  
 (805) 390-3358

**Lock Desk Email:**  
[LockDesk@simplymtg.com](mailto:LockDesk@simplymtg.com)

**Broker Support:**  
[Diego.Germann@simplymtg.com](mailto:Diego.Germann@simplymtg.com)

**Corporate Office:**  
 15650 Devonshire St. Ste. 202  
 Granada Hills, CA. 91344