

FHA Loan Submission Form



CLIENT INFORMATION											
Company Name				District Director							
Loan Officer				LO Email							
Processor				Processor Email							
Contact Phone				Other Contact							
Affiliate Charges	Yes No			Affiliate Name							
LOAN INFORMATION											
Rate Lock	Lender Paid		Borrower Paid		Locked		Floating		No Fee Option		
Loan Purpose			Loan Term		Loan Amount		\$		Sales Price \$		
Occupancy Status	Primary Residence Only		Interest Rate		%		LTV		CLTV		
Mortgage Insurance Premium - MIP	Financed		Cash								
BORROWER(S) INFORMATION											
Borrower 1				Borrower 2							
*Borrower 1 Email				*Borrower 2 Email							
*Borrower 1 Mailing Address				*Borrower 2 Mailing Address							
Borrower 3				Non-Borrowing Spouse or other property owners with rescission rights							
*Borrower 3 Email				Name(s)							
*Borrower 3 Mailing Address				*Email Address							
				*Mailing Address							
Method of Delivery of Initial Loan Estimate				Emailed	Mailed	Hand Delivered	E Delivered	Other			
Method of Delivery Loan Estimate #2 <i>If postal mail is chosen, 3 days are required</i>				Emailed	Mailed	Hand Delivered	E Delivered	Other			
PURCHASE AGREEMENT CONTACT INFORMATION											
*Buyer's Real Estate Company:				*Seller's Real Estate Company:							
*State License ID:				*State License ID:							
*Buyer's Real Estate Agent:				*Seller's Real Estate Agent							
*Agent State License ID:				*Agent State License ID:							
*Mailing Address:				*Mailing Address:							
*Agent Email:				*Agent Email:							
*Agent Phone Number:				*Agent Phone Number:							
PROPERTY INFORMATION											
Property Address											
Property City				Property State			Property zip				
Property Value	\$			Property Type							
DOCUMENTATION REQUIRED FOR SUBMISSION (if applicable)					ADDITIONAL DOCUMENTATION THAT WILL BE NEEDED (if applicable)						
<div>FHA Case Number Assignment Results</div> <div>FHA Case Query Results</div> <div>FHA Caivrs Authorization Credit Report</div> <div>Supplemental Credit Report</div> <div>Non-Borrowing Spouses Credit Report</div> <div>VOM's and VOR's</div> <div>LOX notes to UW</div> <div>AUS Findings – released to GMFS</div> <div>SS Card or SS Verification Validation Form</div> <div>Purchase Agreement</div> <div>Gift Letter</div> <div>Fee Worksheet</div> <div>1003 – Initial</div> <div>1003- Updated</div> <div>LDP / EPLS</div> <div>LOX from borrower (s) for derogatory credit & inquiries</div> <div>Executed disclosures**</div> <div>Borrowers (s) most recent VOE's, W-2's , paystubs</div> <div>Borrower (s) Misc income docs- child support, SSI etc</div> <div>Asset Documentation</div> <div>IRS 1040 transcripts required only for loans with borrowers with:</div> <div><ul style="list-style-type: none">self-employed income (or more than 25% of their income from commission income)manual underwrites</div>					<div>Payoffs</div> <div>Title</div> <div>HOI Dec Page Flood</div> <div>Dec Page Canceled</div> <div>EMD Check</div> <div>Termite Cert</div> <div>HOA Cert</div> <div>HVCC Cert Appraisal</div> <div>2nd Appraisal</div> <div>UCDP Reports</div> <div>Rate Lock</div> <div>BK, Divorce Decree, etc</div> <div>2nd Mortgage Note</div> <div>FHA New Construction Docs</div> <div><ul style="list-style-type: none">Warranty of CompletionBuilders Cert of plans, Specs, and SiteSubterranean Termite Soil TreatmentCertificate of OccupancyBuilders Permit</div>						

Please upload completed form via broker portal and attach all required documents– upload as Full Package Initial (portal)

* Not required to be complete if this transaction will be closed using clients own closing

**Check gmfspartners.com for an exclusive list of disclosures.

Ver.3.dated 5/15/17



GMFS LLC is an Equal Housing Lender. All mortgages are originated by GMFS LLC. NMLS #64997. LA License #619.