



First Guaranty

FINANCIAL CORPORATION

FGFC APPROVED BROKERS REQUESTING TO BE RECOGNIZED
AS AN AUTHORIZED "VA AGENT" FOR FGFC

When a FGFC approved broker's (main office) requests to be recognized as a FGFC "VA AUTHORIZED AGENT" to take loan applications, request credit reports, appraisals, verify employment and deposits, and conduct settlement on behalf of FGFC, the broker must provide the following information in their request to FGFC.

Full Company Name:	
DBA (if applicable):	
Main office address:	
City, State, Zip:	
Tax ID Number:	
Contact Name & Title:	
Email Address:	
Telephone:	
Fax:	

VA ID Number: _____ (If VA has ever issued a number to you).

A check in the amount of \$100 payable to: "**Department of Veterans Affairs**".

Under current VA Guide Lines, FGFC who has Automatic Authority can underwrite VA loans in any State that both the Broker and FGFC is licensed.

FGFC forwards your request to VA in Phoenix, AZ. It takes approximately one to two months to get your VA Identification Number. The Renewal fee of \$100 is required at the end of our Fiscal Year (September). This renewal is good until the following September. If you requested or received your VA approval in the last quarter of our fiscal year (July, August, September) you do not have to pay the Renewal Fee until September of the following year. It is the brokers' responsibility to notify the VA office if the broker's addresses changes. FGFC can certainly underwrite all your VA loans while awaiting VA ID Number.

VA Agent Checklist