



NEW LOAN SUBMISSION SHEET

DATE: _____ CONVENTIONAL: _____ FHA: _____ VA: _____

BORROWER(S): _____

SUBJECT PROPERTY: _____

BASE LOAN AMOUNT: \$ _____
UFMIP / VAFF: (n/a if conv.) \$ _____
TOTAL LOAN AMOUNT: \$ _____

PURCHASE RATE/TERM CASH OUT

STREAMLINE W/APPRaisal W/O APPRAISAL

SALES PRICE/ APPRAISAL \$ _____ LTV _____

LOCKED → YES NO INTEREST RATE _____%

SFR UNITS (2,3,4) CONDO OTHER _____

30 YEAR FIXED 15 YR FIXED ARM BUYDOWN

Owner Occupied 2nd Home Non-Owner

FGFC REP _____

BROKER CODE _____

BROKER NAME _____

APPROVED BROKER ? Y
N

CONTACT _____

PHONE _____ FAX _____

Broker E-mail _____

Borrower E-mail (must be provided) _____

**OFFICE (714) 429-1212 ♦ FAX (714) 850-9328 OR (714) 850-9786
TRANSBOX ORG #535**

**★WHEN YOU SEND A FILE IN FOR UNDERWRITING★
YOU MUST SEND THE POINT FILE TO SUBMISSIONS@FGFLEND.COM**



- | | |
|----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> FHA Submission form / Stacking Order
FGFC Lock confirmation form, if appl. | <input type="checkbox"/> Current P & L, Balance Sheets
Rental Agreements, if applicable |
| <input type="checkbox"/> Point file emailed to
Submissions@fgflend.com | <input type="checkbox"/> Signed 4506 T – all borrowers |
| <input type="checkbox"/> Itemization of Fees | <input type="checkbox"/> VOD - Verification of Deposit <i>all accounts</i>
Bank Statements for each account |
| <input type="checkbox"/> Service Provider List | <input type="checkbox"/> Current two month bank statement
each account w/in 30 days of application |
| <input type="checkbox"/> Intent to Proceed signed by Borrowers | <input type="checkbox"/> Retirement Statements / 401k, etc....
Balances at 60% of Vested Interest |
| <input type="checkbox"/> Estimated HUD-1 | <input type="checkbox"/> FHA Gift Letter
with proof of Donors Ability |
| <input type="checkbox"/> GOOD FAITH ESTIMATE
all fee's disclosed | <input type="checkbox"/> Current Payoff Statement / Demand,
if refinance |
| <input type="checkbox"/> DO Desktop Originator Findings
Evidence of Transfer, if applicable | <input type="checkbox"/> Fully Executed Copy
Certified Purchase Contract |
| <input type="checkbox"/> Proc Cert, all documentation
"Certified true and correct copies..." | <input type="checkbox"/> FHA Amendatory Clause / RE Cert, if "Entire Contract"
not in the purchase contract |
| <input type="checkbox"/> Case Number Assignment
Clear CAIVR numbers | <input type="checkbox"/> California Property Transfer Disclosure Statement
Purchase Only. |
| <input type="checkbox"/> CONDO APPROVAL
51% Owner Occupancy Certification | <input type="checkbox"/> If REO: Need AVID- Agent Visual Inspection Disclosure |
| <input type="checkbox"/> 92900 LT Loan Transmittal | <input type="checkbox"/> Initial Deposit Receipt from Escrow |
| <input type="checkbox"/> TYPED URLA [1003] APPLICATION
Uniform Residential Loan Application | <input type="checkbox"/> Escrow Instructions
Vesting Amendment –all amendments |
| <input type="checkbox"/> 92900A's pages 1-4; First Guaranty Financial as
sponsor # 7223000004 | <input type="checkbox"/> Initial Disclosures all dated with same date as initial
application. |
| <input type="checkbox"/> INITIAL URLA [1003] APPLICATION initial 92900A's
pages 1-2 | <input type="checkbox"/> Current Preliminary Title Report with Plat map
within 45 days of closing |
| <input type="checkbox"/> Copy of Current Drivers License and
Social Security Card (Signed) | <input type="checkbox"/> ALTA Supplement
address validation if not in the prelim |
| <input type="checkbox"/> CREDIT REPORT min Tri Merged
In Brokers Name | <input type="checkbox"/> FHA Appraisal
Photos of all sides of the property |
| <input type="checkbox"/> SPOUSES CREDIT REPORT if not on loan –
Community Property State | <input type="checkbox"/> 92900B
Important Notice to Homebuyer [12/04] |
| <input type="checkbox"/> CREDIT EXPLANATION LETTERS/Inquires
State if Applied or open new credit. | <input type="checkbox"/> FHA Informed Consumer Choice Disclosure |
| <input type="checkbox"/> Bankruptcy Papers w/ final discharge / Final Divorce
decree and Judgment | <input type="checkbox"/> FHA Assumption Notice /
Release of Liability Disclosure |
| <input type="checkbox"/> VOE -Verification of Employment
With O/T and Bonuses broken down. | <input type="checkbox"/> FHA Value Notice
Simultaneous Review |
| <input type="checkbox"/> CURRENT PAYSTUB[s] ea. Borrower
30 days consecutive For ALT DOC | <input type="checkbox"/> FHA EEM
Energy Efficient Mortgage Fact Sheet |
| <input type="checkbox"/> W-2's, 1099R, etc....
most recent 2 years | <input type="checkbox"/> FHA ARM / Buydown Disclosure,
if applicable |
| <input type="checkbox"/> Current 2 YR TAX RETURNS
self empl / commission / rental income | <input type="checkbox"/> Initial Reg Z, Fair lending, ECOA, Notice to Right of
Appraisal, MISC FORMS |

First Guaranty Financial Corporation
It's Successors and/or Assigns
3 Hutton Centre Drive Suite 150 Santa Ana, Ca. 92707



- | | |
|-------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> VA Submission form / Stacking Order
FGFC Lock confirmation form, if appl. | <input type="checkbox"/> Current 2 YR TAX RETURNS
self empl / commission / rental income |
| <input type="checkbox"/> DO Desktop Originator Findings
Evidence of Transfer, if applicable | <input type="checkbox"/> Current P & L, Balance Sheets
Rental Agreements, if applicable |
| <input type="checkbox"/> Proc Cert, all documentation
"certified true and correct copies..." | <input type="checkbox"/> Signed 4506 T – all borrowers |
| <input type="checkbox"/> VA 26-1805 -Case Number Assignment
Clear CAIVR numbers | <input type="checkbox"/> VOD
Verification of Deposit <i>all accounts</i> |
| <input type="checkbox"/> VA 26-6393
VA Loan Analysis Worksheet | <input type="checkbox"/> Current one month bank statement
each account w/in 30 days of application |
| <input type="checkbox"/> TYPED URLA [1003] APPLICATION
Uniform Residential Loan Application | <input type="checkbox"/> or
2 mo each account for ALT DOC |
| <input type="checkbox"/> VA 26-1802 pages 1-2; First Guaranty Financial
as Lender # 88598000003 | <input type="checkbox"/> and / or
Retirement Statements / 401k, etc.... |
| <input type="checkbox"/> INITIAL URLA [1003] APPLICATION initial VA
26-1802 pages 1 and 2 | <input type="checkbox"/> Gift Letter |
| <input type="checkbox"/> GOOD FAITH ESTIMATE
all fee's disclosed | <input type="checkbox"/> Fully Executed Copy
Certified Purchase Contract |
| <input type="checkbox"/> Certificate of Eligibility and
VA form DD2 14 | <input type="checkbox"/> Escrow Instructions
Vesting Amendment –all amendments |
| <input type="checkbox"/> VA 26-1880 –
Request for Certificate of Eligibility | <input type="checkbox"/> VA Escape Clause / VA Option Clause
if purchase |
| <input type="checkbox"/> VA Indebtedness Letter or Statement
Veteran no VA Liability or VA Disability | <input type="checkbox"/> Current Preliminary Title Report
within 45 days of closing |
| <input type="checkbox"/> Any Documentation Pertinent to the Veterans
Eligibility, ie: Stmt of Service, etc.... | <input type="checkbox"/> ALTA Supplement
address validation if not in the prelim |
| <input type="checkbox"/> CREDIT REPORT min Tri Merged
or Full Residential Mortgage Credit | <input type="checkbox"/> VA Appraisal |
| <input type="checkbox"/> SPOUSES CREDIT REPORT if not on loan
– Community Property State | <input type="checkbox"/> ** VA
Interest Rate Disclosure |
| <input type="checkbox"/> CREDIT EXPLANATION LETTERS
any corresponding documentation | <input type="checkbox"/> **VA
Nearest Living Relative Certification |
| <input type="checkbox"/> VERIFICATION OF RENTS
12 MO as agreed | <input type="checkbox"/> ** Veterans
Child Care Statement |
| <input type="checkbox"/> Bankruptcy Papers w/ final discharge /
Final Divorce decree and Judgment | <input type="checkbox"/> **Veterans Statement regarding current service in
the National Guards /Reserves |
| <input type="checkbox"/> VOE -Verification of Employment
Verbal OK for ALT DOC | <input type="checkbox"/> Initial Reg Z, Fair lending, ECOA, Notice to Right of
Appraisal, MISC FORMS |
| <input type="checkbox"/> Current Leave of Earnings Statement [LES]
In Service Vet – No VOE required | <input type="checkbox"/> Copy of Photo I D
Evidence of Social Security Number |
| <input type="checkbox"/> CURRENT PAYSTUB[s] ea. Borrower
30 days consecutive For ALT DOC | <input type="checkbox"/> VA Consumer Counseling Statement required for
IN Service Vets |
| <input type="checkbox"/> W-2's, 1099R, etc....
most recent 2 years | <input type="checkbox"/> ** VA Borrowers Certification – FGFC form can be
used in lieu of separate certification |

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