

EQUITY ADVANCER DOC REQUEST FORM**LENDER & LOAN INFORMATION**

Loan Officer Name: _____ Loan Officer Email: _____
Processor Name: _____ Processor Email: _____
Borrower(s): _____
Corr Loan #: _____ PRMI Loan #: _____ Closing Date: _____
Provide Title info below for balancing/communicating with Title.
Title Contact Name: _____ Title Contact Email: _____

BROKER INFORMATION

Please complete if any person performed any act as a broker in connection with the making of the loan.

Broker Name: _____ License No.: _____
Broker Address: _____ City, State & Zip: _____

REQUIRED ITEMS FOR DOC PREP & BALANCING

- ☐ Final 1003
- ☐ Fully Executed Purchase Contract with all addenda, as applicable
- ☐ MERS Loan Registration Confirmation
- ☐ Float Commitment
- ☐ Fees Worksheet
- ☐ Par Rate: _____ (if discount points are charged)
- ☐ Credit Report
- ☐ Credit Report Invoice, if being added to closing instructions
- ☐ Appraisal
- ☐ Appraisal Invoice, if being added to closing instructions
- ☐ Title Commitment
- ☐ Title HUD/Fees from Title
- ☐ Tax Certificate
- ☐ Flood Certificate
- ☐ Flood Insurance, as applicable
- ☐ Hazard Insurance
- ☐ Survey Invoice, if being added to closing instructions
- ☐ Payoff(s), as applicable
- ☐ 12-Day Letter (TX only)
- ☐ **CTC (required before docs can be released; not required to place doc requests)**