

EQUITY ADVANCER UNDERWRITING (3261) LOAN SUBMISSION FORM

CLIENT CONTACT INFORMATION

Company Name: _____
 Loan Officer: _____ Email: _____ Phone: _____
 Processor: _____ Email: _____ Phone: _____

LOAN INFORMATION

Loan Number: _____ Borrower: _____ Est. Closing: _____
 Subject Property: _____ City, State & Zip code: _____
 Line Amount: _____ Initial Draw: _____
 EQADV EQADV1Y (Coming Soon!)

REQUIRED ITEMS CHECKLIST

****Items in bold are required for initial submission****

GENERAL:

- Loan Submission Form
- Cover Letter to UW** (overview/key details)
- Loan Simulator Results** (EA or white label)
- 1008**
- LO Attestation**
- Initial Disclosure Package**, including Complete LO signed/dated URLA*
- URLA – All Sections MUST be complete:***
 - Full borrower info, including 2-year residency & employment history
 - All income sources
 - All assets, liabilities & expenses (marked with any to be paid off prior to or at closing)
 - Real Estate Owned (REO) schedule
 - Gift funds, if applicable
 - Loan & property information
 - Declarations
 - Acknowledgments
 - Demographic Addendum
 - Originator information & signature

CREDIT:

- Credit Report**
- Mortgages not listed on credit, provide: VOM, Mortgage Statement(s), taxes, insurance, HOA dues, &/or if owned free & clear**
- Document all REO properties with recent Mortgage Statements, taxes, insurance, HOA dues, &/or if owned free & clear
- Documentation for any omitted liabilities
- Payoffs (as applicable)
- Fraud Report including all parties to transaction

INCOME:

- Income Calculation Worksheet(s)**
- Most recent pay stub(s) with YTD matching income or covering 30-day period**
- Most recent 2 years W-2's and/or 1099's**
- Most recent 2 years Federal Tax Returns with all schedules (Self Employed)**
- Most recent 2 years Federal Corporate and/or Partnership Returns (Self Employed, if applicable)**
- If more than 6-months into fiscal year, P&L (Self Employed)**
- IRS Transcripts (when tax returns used)
- Written Verification of Employment

ASSETS/RESERVES:

- 2 most recent bank statements or most recent quarterly statement**
- Gift Letter & verification of donor's ability to donate (as applicable)

SUBJECT PROPERTY:

- Purchase Contract & addendums (as applicable)**
- EMD Receipt (as applicable)**
- Flood Cert
- Hazard Insurance
- Full Color Appraisal & 1004D/442/92300 with UCDP SSRs (as applicable)

PRELIMINARY TITLE WORK:

- Prelim Title Commitment**
- Deed or Chain of Title
- CPL
- Plat Map/Survey
- Tax Cert
- E&O
- Prelim CD

Please contact easyupport@prmortgageinvestment.com with any questions.