

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				

DISCLOSURE DELIVERY METHOD					
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:

DOCUMENTATION REQUIRED FOR SUBMISSION (if applicable)	ADDITIONAL DOCUMENTATION THAT WILL BE NEEDED (if applicable)
FHA Case Number Assignment Results FHA Case Query Results FHA Caivrs Authorization Credit Report Supplemental Credit Report Non-Borrowing Spouses Credit Report VOM's and VOR's LOX notes to UW AUS Findings – released to GMFS SS Card or SS Verification Validation Form Purchase Agreement Gift Letter	Payoffs Title HOI Dec Page Flood Dec Page Canceled EMD Check Termite Cert HOA Cert HVCC Cert Appraisal 2nd Appraisal UCDP Reports Rate Lock BK, Divorce Decree, etc 2nd Mortgage Note
Fee Worksheet 1003 – Initial 1003- Updated LDP / EPLS LOX from borrower (s) for derogatory credit & inquiries Executed disclosures** Borrowers (s) most recent VOE's, W-2's , paystubs Borrower (s) Misc income docs- child support, SSI etc Asset Documentation IRS 1040 transcripts required only for loans with borrowers with: <ul style="list-style-type: none"> self-employed income (or more than 25% of their income from commission income) manual underwrites 	FHA New Construction Docs <ul style="list-style-type: none"> Warranty of Completion Builders Cert of plans, Specs, and Site Subterranean Termite Soil Treatment Certificate of Occupancy Builders Permit

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

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

