

Borrower _____ **Date** _____
Acct Manager _____ **Loan #** _____

- 1. Appraisal and any review appraisals have been cleared.
- 2. Any Prior to Funding (PTF) appraisal inspections required (1004D, etc.) have had corresponding fee disclosed.
- 3. Loans that require a 2nd signature and/or investor approval have been cleared.
- 4. Estimated* consummation date (Date on Loan Documents) is no longer than 15 days out.
- 5. Hazard Insurance quote/binder is in the file.
- 6. Final fees list from the settlement agent/title is in the file and fees match or are lower than the last Loan Estimate (LE) issued.
- 7. Loan has been locked and the LE Change of Circumstance (COC) has been issued.
- 8. At least one day has lapsed from the last LE.
- 9. MI Cert has been completed (if applicable).
- 10. Minimum time remaining on the lock is within the required timeframe:
 - Purchase – Dry State: 7 Days
 - Purchase – Wet State: 5 Days
 - Refinance – Dry/Wet State: 10 Days

* These times apply only if we have eConsent and the borrower signs the initial CD within 24 hours. Increase these times based on the estimated consummation date.

BORROWER(S) _____ **JET LOAN #** _____

SUBJECT _____

PROPERTY _____

Please supply the information for service providers for the above captioned transaction. Please complete all fields.

ESCROW/CLOSING AGENT

Company Name _____ Company License _____
Company Address _____
Agent Name _____ Agent License _____
Agent Email _____ Escrow/Reference # _____
Agent Phone _____

TITLE COMPANY

Company Name _____ Company License _____
Company Address _____
Agent Name _____ Agent License _____
Agent Email _____ Title/Reference # _____
Agent Phone _____

PROPERTY LISTING AGENT

Company Name _____ Company License _____
Company Address _____
Agent Name _____ Agent License _____
Agent Email _____ Agent Phone _____

SELLER'S REAL ESTATE AGENT SAME AS PROPERTY LISTING AGENT

Company Name _____ Company License _____
Company Address _____
Agent Name _____ Agent License _____
Agent Email _____ Agent Phone _____

BUYER'S REAL ESTATE AGENT

Company Name _____ Company License _____
Company Address _____
Agent Name _____ Agent License _____
Agent Email _____ Agent Phone _____