

## CONSUMER PURPOSE SUBMISSION FORM

**Your ATHAS CAPITAL Account Executive:**

**Phone:** \_\_\_\_\_  
**Fax:** \_\_\_\_\_  
**Submission Email:** \_\_\_\_\_

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**\*\*\*\*Submission Checklist\*\*\*\***

**Email:**

- Complete Submission Form and see pages 2-4.
- **SEE PAGE TWO FOR ALL SUBMISSION REQUIREMENTS**
- **If a Refinance:** Accurate Estimated Closing Disclosure or Closing Statement from and for the title and escrow company that will be handling this contemplated transaction with all title, escrow and recording fees that are specific to this transaction. No basic quotes, basic rate tables, HUD-1 or GFE are accepted.
- **If a Purchase:** Accurate Estimated Closing Disclosure or Closing Statement from and for the title and escrow company that will be handling this contemplated transaction with all title, escrow, recording, prorations and transfer fees for both buyer and seller side that are specific to this transaction. No basic quotes, basic rate tables, HUD-1 or GFE are accepted.

**Athas will be relying upon these fees for TRID disclosures so they must be accurate and specific to the transaction.**

Please contact your AE should you have any questions.

**Broker Information:**

**Company's Name:** \_\_\_\_\_

**Are you approved with ACG?:** Yes  No

**If Yes, your broker approval ID#:** \_\_\_\_\_

**Brokers License #:** DRE \_\_\_\_\_ CFL \_\_\_\_\_

**Brokers NMLS #:** \_\_\_\_\_

**Loan Officers Name:** \_\_\_\_\_

**Loan Officers NMLS #:** \_\_\_\_\_

**Loan Officers Phone #:** \_\_\_\_\_

**Loan Officers E-mail:** \_\_\_\_\_  
 I would like to receive email updates of products and services.

**Loan Processor Name:** \_\_\_\_\_

**Loan Processor Phone #:** \_\_\_\_\_

**Loan Processor E-mail:** \_\_\_\_\_

**★ This loan needs to close by what date? ★**

**Month:** \_\_\_\_\_ **Day:** \_\_\_\_\_ **Year:** \_\_\_\_\_

**Appraisal**

I have an appraisal that is within 60 days  
(must submit with file along with invoice to indicate cost of appraisal)

I will use Athas approved AMC  
(best option)

**Borrower Details**

**Does Borrower(s) fluently speak and read the English language with full understanding?**  Yes  No

**BORROWER:** \_\_\_\_\_

**CO-BORROWER:** \_\_\_\_\_

**ENTITY/NAME WHO HOLDS TITLE:** \_\_\_\_\_

\_\_\_\_\_

**PROPERTY STREET ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Loan Details**

**Estimated Value:** \$ \_\_\_\_\_  
or  
**Purchase Price:** \$ \_\_\_\_\_

**Loan Amount:** \$ \_\_\_\_\_

**LTV:** \_\_\_\_\_ **CLTV:** \_\_\_\_\_

**Broker Compensation**

**Broker is Charging:** \_\_\_\_\_ **Other Fees:** \_\_\_\_\_

**Purpose/Occupancy/Doc Type/Property Type**

**Type of Loan:**  
 Purchase  Cash Out  Rate & Term

**Occupancy:**  
 O/O  2<sup>nd</sup> Home

**Term – Subprime:**  
 7/23 – 7 year fixed  30 year fixed

**Pre Payment Penalty Options:**  
 No Pre-Pay  Pre-Pay protection (usually lower priced)

**Down Payments & Closing Costs:**  
 Sourced & Seasoned 60 days  
 Sourced but NOT seasoned  
 Partial gift of funds  
 100% gift or funds

**Doc Type:**  
 Full Doc  
 Asset Depletion  
 24 Months Personal Bank Statements (Alt Doc)  
(All individuals on banks statements must be on loan application)  
 24 Months Business Bank Statements  
 12 Months Personal Bank Statements

**Property Type:**  
 SFR  Condo  Condotel  
 2 Units  3 Units  4 Units

**Credit Details**

**FICO Score:** Borrower \_\_\_\_\_ Co-Borrower \_\_\_\_\_  
(Primary Wage Earner)

**Mortgage lates in past 12 months?**  Yes  No

**#30 Days** \_\_\_\_\_ **#60 Days** \_\_\_\_\_ **#90 Days** \_\_\_\_\_ **# 120+** \_\_\_\_\_

**Foreclosure in the last 2 years?**  Yes  No

**If so, how long ago?** \_\_\_\_\_

**Short Sale in the last 2 years?**  Yes  No

**Bankruptcy in the last 2 years?**  Yes  No

**Discharge OR Dismissed?** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments to Account Executive:**

\_\_\_\_\_

## **CONSUMER PURPOSE SUBMISSION REQUIREMENTS**

### **SUBMISSION FORM**

- Page 1,3 and 4 are fully filled out and accurate

### **COMPLETE 1003: MUST be Signed and Dated by the submitting Loan Officer same day as submission: ( PLEASE ALSO SEND IN FNM 3.2 FILE FORMAT WHICH GREATLY IMPROVES TURN TIME)**

- HMDA section is 100% complete
  - All job fields are fully filled out for minimum two year history. Job Description must be accurate and descriptive.
  - Address of subject property is correct
  - SS#'s are fully filled out
  - "Other" income is explained
  - Complete Schedule of Real Estate Owned
  - All mortgages and debts to be paid off are indicated as such
  - Liquid assets are fully completed
  - Declaration section is fully filled out and they are correct.
- INFORMATION FOR GOVERNMENT MONITORING PURPOSES and HMDA section is 100% complete

### **BORROWER IDENTIFICATION:**

- Clear copy of Borrower(s) unexpired Drivers License

### **TRIMERGE CREDIT REPORT ON ALL BORROWERS**

- Must be dated within 30 days and run by submitting broker.

### **INCOME DOCUMENTATION:**

#### Wage Earner:

- 2015 and 2016 W2s and Recent paystub.
- If Borrower owns 5 or more properties: 2015 and 2016 1040s with all schedules. If extension for 2016 need Copy of extension, 2014 and 2015 1040s

#### Self Employed:

- 2015 and 2016 1040s with all schedules. If extension for 2016 need Copy of extension, 2014 and 2015 1040s
- Tax returns must be signed by borrower and if prepare by CPA/ Tax preparer signed by the preparer as well

#### Alt Doc Personal Bank Statements:

- 12 or 24 Months personal bank statements (ALL PAGES).
- Bank statement declaration form
- Every person on the bank statements also needs to be a borrower. Will not lend to one borrower and use Joint Statements for income analysis.

#### Alt Doc Business Bank Statements:

- 24 Months business bank statements (ALL PAGES).
- 100% Ownership by the borrower(s) and proof of ownership is required. Business license must be provided so show ownership of the business entity.
- Two prior years complete YTD P&L and current year YTD P&L through last recent month.
- Provide either of the below
  - Borrower to provide signed and dated letter from Borrower's CPA on CPAs letter, including CPAs license number, verifying that CPA has either prepared the P&Ls and attests to their accuracy and validity or has reviewed the P&Ls as prepared by Borrower's Business and attests to their accuracy and validity.
  - Out of the 24 months Business Bank Statements borrower must take 4 consecutive bank statements from previous year that have the highest amount of deposits and 4 bank statements from current year that have the highest amount of deposits. Borrower is to highlight on the bank statements, on each 4 month period, the expenses on each bank statement.

#### Asset Depletion:

- 2 Months most recent statements to reflect 101% of the loan amount in Liquid reserves that are not retirement savings (IRA and pension)
- 101% must be after borrower's down payment and closing cost
- Cash out from this transaction cannot be included in their 101% of liquid assets.

#### Miscellaneous Income Documentation:

- Social security retirement income-Award Letters and 3 Months Bank Statements proving receipt
- Other Pension or retirement income- Pension and other retirement statements that delineate that this will continue for the next 3 years and 3 Months Bank Statements proving receipt
- Permanent Disability- award with proof disability is permanent and 3 Months Bank Statements proving receipt
- Lease agreements- If borrower is going w-2 and paystub and has less than 5 rental properties need fully executed leases.

### **IF A PURCHASE TRANSACTION:**

- Copy of fully executed purchase agreement with all signatures, dates and addendums

### **ITEMS FOR DISCLOSURES:**

- E-SIGN DISCLOSURE – if borrower intends to receive disclosures electronically.
- If a Refinance: Accurate Estimated Closing Disclosure or Closing Statement from and for the title and escrow company that will be handling this contemplated transaction with all title, escrow and recording fees that are specific to this transaction. No basic quotes, basic rate tables, HUD-1 or GFE are accepted. WFG IS NOT AN ACCEPTABLE TITLE/ESCROW
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### **APPRAISAL: If broker already has an Appraisal:**

- Original color PDF appraisal and invoice
- If no appraisal, Athas will get a quote for appraisal from its approved AMC.

### **TITLE: if broker already has opened title:**

- Prelim or Title commitment
- If escrow state – all escrow instructions.
  - *NOTE: WFG is not an accepted Title or Escrow Company.*
  - NO AFFILIATION is allowed between Loan broker, Borrower, and Title or Escrow.

**Submitting Broker/Mortgage Loan Originator Attestation**

**The below information is ONLY to be completed on a Consumer Purpose Residential Loan.** The following information is not to be completed for Commercial Real Estate Loans and/or Business Purpose Residential Loans.

1. **Has Broker and/or submitting Mortgage Loan Originator provided the Borrower(s) with Truth in Lending and RESPA Disclosures (“Broker Disclosures”)?**  Yes  No *If no, please skip the remainder and execute this attestation.*
  
2. **If yes, has Broker received a notice from the Borrower(s) to withdraw Borrower(s) application on the proposed terms contained in the Broker Disclosures or has a loan denial been issued from a lender in which the Broker Disclosures are in reference to?**  Yes  No *If yes, please skip the remainder and execute this attestation.*
  
3. **If No, please provide Athas Capital with copy of all Broker Disclosures sent to the Borrower(s) including the TIL and GFE and submit the loan after ten (10) days has past from the date the Borrower(s) have been delivered the disclosures. Additionally please insert the date as to when the Broker Disclosures have been deemed delivered to the Borrower(s) as defined by TILA and RESPA**  
here: \_\_\_\_\_: **If the loan is submitted prior to this event Athas Capital will issue a formal decline as Athas Capital will most likely not be able to honor the terms as set forth in the Broker Disclosures.**

For the purpose of inducing lenders to provide financing for customers of the undersigned, I (we) certify the above information to be true and correct. The undersigned declares that the foregoing information and all accompanying information are true to the best of his/her knowledge and belief

Mortgage Broker/ Mortgage Loan Originator Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Lender: Athas Capital Group, Inc. , NMLS# 275237

**Borrower Signature Authorization**

**Privacy Act Notice:** This information is to be used by the agency collecting it or its assignees in determining whether you qualify as a prospective mortgagor under its program. It will not be disclosed outside the agency except as required and permitted by law. You do not have to provide this information, but if you do not your application for approval as a prospective mortgagor or borrower may be delayed or rejected. The information requested in this form is authorized by Title 38, USC, Chapter 37 (if VA); by 12 USC, Section 1701 et. seq. (if HUD/FHA); by 42 USC, Section 1452b (if HUD/CPD); and Title 42 USC, 1471 et. seq., or 7 USC, 1921 et. seq. (if USDA/FmHA).

**Part I - General Information**

1. Borrower(s)	2. Name and address of Lender: Athas Capital Group, Inc. 27001 Agoura Road, Ste #200 Calabasas Hills, CA 91301 NMLS# 275237/ DBO# 603F869
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3. Date	4. Loan Number TBD	
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**Part II - Borrower Authorization**

I hereby authorize the Lender/Broker to verify my past and present employment earnings records, bank accounts, stock holdings, and any other asset balances that are needed to process my mortgage loan application. I further authorize the Lender/Broker to order a consumer credit report and verify other credit information, including past and present mortgage and landlord references. It is understood that a copy of this form will also serve as authorization.

The information the Lender/Broker obtains is only to be used in the processing of my application for a mortgage loan.

_____	_____
Borrower	Date
_____	_____
Borrower	Date
_____	_____
Borrower	Date
_____	_____
Borrower	Date