

## **BUSINESS PURPOSE SUBMISSION FORM**

**Your ATHAS CAPITAL Account Executive:**

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

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

**SEE 2<sup>nd</sup> PAGE**  
**★ VERY IMPORTANT ★**

### **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 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:** \_\_\_\_\_

### **Only needed if loan is**

★ **N/O/O and is in the states of: AZ, KS, MT, NE, OR, UT.**

★ **O/O and is in the states of: AZ, ID, OR, UT.**

### **Appraisal**

- I have an appraisal that is within 60 days  
(must submit with file)
- I will use Athas approved AMC  
(best option)

### **Credit Details**

**IMPORTANT:** We underwrite based on below information!

**FICO Score:** Borrower \_\_\_\_\_ Co-Borrower \_\_\_\_\_ Average \_\_\_\_\_

**Mortgage lates in past 36 months?**  Yes  No

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

**Foreclosure in the last 5 years?**  Yes  No

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

**Short Sale in the last 3 years?**  Yes  No

**Bankruptcy in the last 3 years?**  Yes  No

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

### **Loan Details**

**Estimated Value:** \$ \_\_\_\_\_

or

**Purchase Price:** \$ \_\_\_\_\_

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

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

### **Broker Compensation**

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

### **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:** \_\_\_\_\_

### **Borrower's Citizenship:**

- US Citizen  
 Green Card Holder  
 Foreign National

### **Borrower's Current Living Arrangements:**

- Currently owns primary residence.  
 Currently renting at primary residence (allowed on Hard Money only)  
 Pays no rent and lives with relatives (allowed on Hard Money only)  
 Lives outside the US.

### **Property Occupancy:**

- Currently occupied by renter.  
 Lease is arms length.  
 Lease is Non Arms Length (allowed on Hard Money only)  
 Vacant and waiting to be rented.

### **Condition of Collateral:**

- Pride of ownership & zero deferred maintenance – *Non-Prime & Alt-A*  
 Some minor deferred maintenance – *Non-Prime maybe Hard Money*  
 Visible & obvious deferred maintenance – *Hard Money maybe Fix & Flip*  
 Major deferred maintenance - *Only suitable for Fix & Flip.*

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

#### **Product Type Requested:**

- Non-Prime  Hard Money  Alt-A

#### **Type of Loan:**

- Purchase  Cash Out  Rate & Term

#### **Occupancy:**

- O/O  N/O/O  Owner User  Investor

#### **Term – Alt-A:**

- 30 year fixed ≤70% LTV  20 year fixed >70% LTV

#### **Term – Non-Prime:**

- 3/27  5/25  7/23  30 year fixed  
 No add on +50bps +75bps +100bps

#### **Interest Only Options for fixed period on Non-Prime product:**

- Yes, I would like Interest Only Option +25bps

#### **Term – Non-Prime Bridge (Hard Money):**

- 6 mth  12 mth  24 mth  36 mth  60 mth

#### **Term – Fix & Flip:**

- 6 mth  12 mth

#### **Impounds:**

- No – add 50 bps to rate  
 Yes – no add on

#### **Prepay Protection Option:**

- Level 1: 5% loan amount – No add on.  
 Level 2: 6 months interest on 80% of the balance - +50bps

#### **Down Payments & Closing Costs:**

- Sourced & Seasoned 60 days >75% LTV  
 Sourced only ≤ 75% LTV  
 Partial / full gift ≤ 70% LTV  
 I want NO questions asked whatsoever! (Hard Money ONLY)

#### **Property Type:**

- SFR  Condo  Condotel  Mixed Use  Retail  
 2 Units  3 Units  4 Units  5+ Units  Office

**BUSINESS PURPOSE SUBMISSION REQUIREMENTS**

**Non-Prime**

- Completely filled out Submission form
- Professionally filled out 1003 including all HMDA Data
- Property Profile for Current Residence and Subject Property
- Credit Report dated within 30 days(\*\*If Retail need Borrower Authorization\*\*)
- Drivers License - if US citizen or Green Card holder.
- Passport - if foreign national must live out of country.
- Passport & Work Visa - if Foreign National lives in USA.
- Copy of Lease - if property is in fact leased.
- Rent Roll - if multiple units.
- If LTV is over 70% please provide 1 months bank statement for source & seasoning of down payment and closing costs.
- If LTV is over 75% please provide 3 months bank statements for source & seasoning of down payment, closing costs and liquid cash reserves.
- If LTV is over 75% please provide fully completed DSCR calculator.

If Purchase:

- Fully executed purchase agreement with all addendums and counter offers.

If broker already has an Appraisal:

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

If broker has already opened up title:

- Prelim or Title commitment
- If escrow state – all escrow instructions.
- *NOTE: WFG is not an accepted Title or Escrow Company*

**Alt-A**

- Completely filled out Submission form
- Professionally filled out 1003 including all HMDA Data
- Property Profile for Current Residence and Subject Property
- Credit Report dated within 30 days(\*\*If Retail need Borrower Authorization\*\*)
- Drivers License - if US citizen or Green Card holder.
- Passport - if foreign national must live out of country.
- Passport & Work Visa - if Foreign National lives in USA.
- Copy of Lease - if property is in fact leased.
- Rent Roll - if multiple units.
- 3 Months bank statements for source & seasoning of down payment, closing costs and liquid cash reserves.
- Fully completed DSCR calculator.

If Purchase:

- Fully executed purchase agreement with all addendums and counter offers.

If broker already has an Appraisal:

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

If broker has already opened up title:

- Prelim or Title commitment
- If escrow state – all escrow instructions.
- *NOTE: WFG is not an accepted Title or Escrow Company*

**Non-Prime Bridge (Hard Money)**

- Completely filled out Submission form
- Professionally filled out 1003 including all HMDA Data
- Property Profile for Current Residence and Subject Property
- Credit Report dated within 30 days(\*\*If Retail need Borrower Authorization\*\*)
- Drivers License - if US citizen or Green Card holder.

If Purchase:

- Fully executed purchase agreement with all addendums and counter offers.

If borrower is a renter or first time home buyer:

- Anti-coaching letter referencing borrower's full name from broker on broker's letterhead signed & dated.

If broker already has an Appraisal:

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

If broker has already opened up title:

- Prelim or Title commitment
- If escrow state – all escrow instructions.
- *NOTE: WFG is not an accepted Title or Escrow Company*

**Fix & Flip**

- Completely filled out Submission form
- Professionally filled out 1003 including all HMDA Data
- Property Profile for Current Residence and Subject Property
- Credit Report dated within 30 days(\*\*If Retail need Borrower Authorization\*\*)
- If experienced flipper, please provide HUD-1 from purchase and sale of last 5 projects completed.

If Purchase:

- Fully executed purchase agreement with all addendums and counter offers.
- Detailed rehab budget
- 2 months bank statements to prove down, closing costs, and rehab cost.

If broker already has an Appraisal:

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

If broker has already opened up title:

- Prelim or Title commitment
- If escrow state – all escrow instructions.
- *NOTE: WFG is not an accepted Title or Escrow Company*

**Additional Comments:**