

## 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 +25bps +37.5bps +50bps

### 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.

**TITLE: REQUIRED ON A PURCHASE – Refinance not required unless Broker has already**

- Prelim or Title commitment with 24 Month Chain of Title
- If escrow state – all escrow instructions.
  - *NOTE: WFG is not an accepted Title or Escrow Company:*
  - NO AFFILIATION is allowed between Loan broker, Seller, Borrower, and Title or Escrow.

**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.

**TITLE: REQUIRED ON A PURCHASE – Refinance not required unless Broker has already**

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**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 fist 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.

**TITLE: REQUIRED ON A PURCHASE – Refinance not required unless Broker has already**

- Prelim or Title commitment with 24 Month Chain of Title
- If escrow state – all escrow instructions.
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**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.

**TITLE: REQUIRED ON A PURCHASE – Refinance not required unless Broker has already**

- Prelim or Title commitment with 24 Month Chain of Title
- If escrow state – all escrow instructions.
  - *NOTE: WFG is not an accepted Title or Escrow Company:*
  - NO AFFILIATION is allowed between Loan broker, Seller, Borrower, and Title or Escrow.

**Additional Comments:**