

FCM SUBMISSION SHEET

BETTER, FASTER, EASIER!

FCM Loan #

Est. Closing Date:

Borrower Name:

Business Partner Contact:

BP Email:

BP Ph#:

Step 1: SELECT appropriate box in each section below:

Program:

Conventional FHA VA VA IRRRL USDA	HOL/ITIN HomeZero Monthly Deferred THDA Monthly Deferred Jumbo DSCR/Bank Statement	Florida Housing HTH TBA HTH Bond FL 1 st TBA HFA Preferred (FNMA) FL Assist 2 nd FL Homeownership 2 nd	FL Plus TBA Preferred Plus (FNMA) Advantage Plus (FHLMC) Florida Plus 2nd FL Bond FL 1 st Gov't
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Submission Type:	Loan Type:	Compensation Type:	TBD
Wholesale only Non-Del Corr.	Purchase Refinance	Borrower Paid Lender Paid	*Documents Required Go to Step 3

Affiliates Certification for all loans:

Under Reg. Z 1026.32(b)(5), affiliate is defined as "...any company that controls, is controlled by, or is under common control with another company as set forth in the Bank Holding Company Act of 1956". Under Reg. Y 225.2(e)(1) (BHCA), one company controls another if it:

- Directly or indirectly owns or has power to vote 25% or more of any class of voting securities of the other company; or
- Controls in any way the election of the majority of the other company's directors, trustees or partners, regardless of percentage of ownership; or
- Has the power to exercise a controlling influence over the company's management or policies regardless of percentage of ownership.

My company: (check all that apply)

Does not have any affiliates.

Does have affiliates as defined by Reg. Z above and we are using them on this loan. I am providing a prelim HUD to show the charges.

Affiliates:

Does have affiliates, but they do not meet the definition above. This includes other types of affiliations, marketing service agreements, Joint Ventures, etc. I certify I have disclosed these relationships to the borrower and have included an Affiliated Business Arrangement Disclosure.

Step 2: Do you want AMB to send disclosures? If yes, continue below. If no, skip to Step 3

Please choose one of the following:

Loan Estimate Only

LE & Full Disclosure Package

- URLA (signed by LO)
- Itemized Fee Sheet
- Contract (Purchase only)
- Certificate of Eligibility (VA only)
- MI Quote (if applicable)

TPO Connect: Upload documents & checklist to **LE request checklist-(WS)** then click LE Request (lower left section)

****after disclosures are sent, please proceed to Step 3 to upload credit, income, assets, and other documents****

Step 3: Documents required for BP sent disclosures:

- URLA (signed by LO)*
AUS/GUS findings*
Credit Report*
Income*
Assets*
Disclosures
- Contract (Purchase Only)
Certificate of Eligibility (VA Only)
MI Quote (if applicable)

TPO Connect: Upload documents & checklist to **Initial Submission Package-(WS)** then click Submit (lower left section)

Non-Purchasing Spouse Information (if applicable)

Full Name:

Email Address:

Last 4 SS#:

Submission Certification: By submitting a loan for review you confirm the loan package contains all documents necessary to review and deliver to the underwriting department. If items are missing, your loan may not be considered accepted until you have provided all the required documentation. If missing items are not provided within 3 days, your loan will be rejected and released back to you. If you sent a Loan Estimate to the borrower, you are verifying it was sent along with a Home Loan Tool Kit within 3 days of a loan application. Further, the LE the borrower received matches the LE you have provided. Please include all LE's and CIC's given to the borrower. No fees, other than a bona fide credit report may be charged, collected or incurred on behalf of the borrower(s) until they received the Loan Estimate and provided their Intent to Proceed. All affiliate and/or business relationships have been disclosed to the borrower(s) and AMB/FCM.