



"Express Service You Can Bank On"

Must be filled out completely

# of Pages \_\_\_\_\_ Faxed \_\_\_\_\_

Your Bankers Express Mortgage Account Executive:

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# Broker Submission

For Up-To-The Minute Rates and Specials  
Visit Us At [www.BankersExpressMortgage.com](http://www.BankersExpressMortgage.com)

Just go to "Rates Sheets / Submission Forms"

## SUBMITTING BROKER

Company \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Contact \_\_\_\_\_

Date Submitted \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email Address \_\_\_\_\_  
\_\_\_\_\_

## BORROWER INFORMATION

Borrower(s) Name \_\_\_\_\_

Borrower(s) Name \_\_\_\_\_  
\_\_\_\_\_

### 4 Hour Underwriting Checklist

- Fax**
- Complete Submission Form
  - Complete 1003 / Credit Report
  - If Full or Alt Doc - All Income Documentation
  - Prelim or Title Commitment
- Email**
- Appraisal in .PDF Format to [BEM@sbcglobal.net](mailto:BEM@sbcglobal.net)
- Be sure to call your Rep to notify him of your email!

### Loan Summary and Terms

#### First Mortgages

- 30 Yr Fixed
- 20 Yr Fixed
- 15 Yr Fixed
- 3 Yr Fixed
- 2 Yr Fixed

#### Second Mortgages

- 15 Yr Fixed
- 20 Yr Fixed
- 25 Yr Fixed
- 30 Yr

Prepay Options:  0 Yr  1 Yr  2 Yr  3 Yr  4 Yr  5 Yr

Owner Occupied  Non-Owner Occupied Property

#### Loan Purpose

- Purchase
- 1st Time Home Buyer
- Refinance (Rate & Term)
- Refinance (Cash Out)
- \_\_\_ Debt Consol \_\_\_ Home Improve \_\_\_ Other \_\_\_

#### Doc Type

- Full Doc-Traditional
- Alt Doc
- 6-12 Mos Prs Bnk Stmtns
- 1003 Stated Wage Earner
- 1003 Stated Self Employed

#### Property Type

- Single Family Residence - SFR
- PUD - Attached
- PUD - Detached
- Units # \_\_\_\_\_
- Rural Property
- Condo - Low Rise
- Condo - High Rise

\*\*Very Important, a wrong answer in this section can severely affect your approval.\*\*

Loan Amount Requested \$ \_\_\_\_\_ Appraised Value \$ \_\_\_\_\_

LTV \_\_\_\_\_ % Year Purchased \_\_\_\_\_

CLTV \_\_\_\_\_ % Amount Purchased \$ \_\_\_\_\_

\*\* How many mortgage lates \_\_\_\_\_

\*\* Credit Score \_\_\_\_\_

### Special Needs on this Submission

(Please be reasonable)

Rate \_\_\_\_\_ Underwriting time \_\_\_\_\_

Term \_\_\_\_\_ Funding time \_\_\_\_\_

Does Borrower want Impounds? \_\_\_\_\_

### For Internal Use Only

Is Broker Approved? Yes No

Is Broker Affinity Approved? Yes No

How many deals funded by Broker last Month? \_\_\_\_\_

Product line that best benefits Broker's needs: \_\_\_\_\_

Comments to Underwriter  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_

➔ Broker Authorization Signature Required

\*Our mission at Bankers Express Mortgage, Inc. is to provide you, our brokers, with exceptional products and service. Please help us continue to provide fast professional service by turning in submissions that, per our guidelines, have a reasonable chance of being approved as submitted. Contact your Account Executive for assistance.

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