

Simple Prime Jumbo Submission Checklist

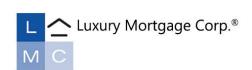
Borrower Name:	
Subject Property Address:	
Broker Company Name:	
Broker Loan Officer Name:	

Registration Instructions - Disclosure and Loan Estimate.

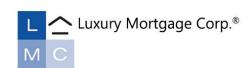
- Loans must be registered using the secure Broker Portal on our website
- Luxury Mortgage Corp will issue the initial and all subsequent Loan Estimates. Brokers <u>should not</u> issue a loan estimate to the borrower(s) at application. Upon receipt of complete submission package, Luxury Mortgage Corp (LMC) will generate the Loan Estimate and initial lender disclosures.
- Registration must occur within 24 hours of the application date listed on the 1003. If the application is dated more than 24 hours prior to registration or the documentation is incomplete, the loan will not be accepted.
- If there are bona fide third party fees on a Lender Paid transaction or additional Broker Fees on a Borrower Paid transaction, then an Itemization of Fees MUST be included with the Registration package. If no Itemization of Fees is included and the initial LE is generated and sent, these fees will not be allowed at a later date.

Yellow highlighted items must be included in the registration package in order for a submission to be accepted.

Part One-Required at Submission				
Registration Documents		No	N/A	
Loan Action Form (LMC Form 200 located at www.luxurymortgagewholesale.com)				
Initial 1003/Application – Fully completed and signed/dated by LO				
Broker Fee /Anti-Steering Disclosure - (LMC Form 202)				
Consent for Credit/Borrower Authorization				
CA Mortgage Brokerage Agreement, for CA loans only				
Purchase Contract (if applicable) signed by all parties with ALL attachments and addendums				
Affiliate Business Disclosure (If applicable -required if response is "Yes" to Affiliate question on LMC Form 209)				
Processing Premier Submission Addendum (If applicable -required if selecting LMC Processing Premier Service)				



Part Two-Mandatory Income Documents-Required at Submission			
Simple Prime	Yes	No	N/A
30 days of paystubs			
Last two year's W-2s			
Last two year's 1040s			
Any K-1's listed on 1040s			
Any business returns for entities with ownership interest greater than or equal to 25%			
Year and/or year Profit and Loss Statement and Balance Sheet for any entity with 25% or greater ownership interest			
If utilizing Asset Distribution, confirmation of the amount and frequency of the distribution from institution which holds funds or financial advisor *Distribution must commence prior to application date			
Awards letters, 1099s, divorce decree/separation agreement, and other documentation as necessary to establish income to be relied upon to qualification			
Signed 4506-T			
Part Three-Additional Applicable Documentation Required-Send at Processing			
Assets	Yes	No	N/A
Most recent two months' asset statements for funds to be utilized for funds to close and post- closing reserves required by guidelines			
Source any large deposits			
CPA Letter if using business funds (need third months' account statement when using business funds)			
Gift letter & Gift Documentation			
Credit			
Copy of a current photo ID for all borrowers			
Green card and/or visa (if applicable)			
Most recent 12 consecutive cancelled rent checks (front and back) and copy of lease OR verification of rent from professional management company. (If the borrower is renting their current primary residence)			



Copies of the most recent mortgage statement, property tax bill, homeowner's insurance,		
and/or homeowner's associations dues statement for all properties owned		
Letter of explanation for all credit inquiries and any other addresses reporting on the credit report		
Letter of explanation and back-up documentation where applicable for any derogatory credit appearing on credit report		
Copy of broker's credit report		
Divorce decree/separation agreement (if applicable)		
Any other documentation required to determine liabilities		
Property		
Appraisal Report(s)-See Underwriting Guidelines for instances where two appraisals required		
Homeowner's insurance quote (purchase) or declaration page (refi) for subject property		
Preliminary title report and Escrow Instructions		
If property is a condo/coop: questionnaire, budget, master insurance certificate and/or other documentation required by Underwriting Guidelines		
Part Four-LLC Vesting Requirements-Send When Available-If Applicable		
Articles of Organization		
Operating Agreement		
Unanimous Consent & Resolution to Borrow		
SS-4 Form listing federal tax ID Number		
Certificate of Good Standing from the applicable Secretary of State's office		
Attorney Opinion Letter, addressing that the LLC meets guideline requirements		