



Announcement CL 2017- 12-13
Reminders on Missing or Inaccurate Documents
on Closed Loan Submissions
December 13, 2017

Reminders:

To help expedite the purchase process, listed below are the topmost material and non-material conditions that are most often inaccurate or omitted from closed loan submissions:

Top Material Conditions:

- Inaccurate or incomplete Closing Disclosures (e.g., Payee names missing, fee discrepancies)
- Loan Estimate missing
- Inaccurate Seller Closing Disclosure
- Inaccurate AUS findings, 1008/92900-LT, final 1003
- Deed of Trust / Mortgage missing true and certified stamp
- Change of Circumstance incomplete or missing

Top Non-Material Conditions

- Proof Upfront MIP has been paid missing
- FHA Case Query missing
- HUD/VA Addendum to the URLA (Form HUD-92900-A) incomplete
- Appraisal Logging missing
- Affiliate Fee Disclosure missing
- Privacy Disclosure missing
- 1008 / 92900-LT missing
- Compliance test inaccurate or missing
- Home Loan Toolkit missing
- E-Consent Letter missing
- Initial loan application incomplete
- Fraud results missing

Please share this with the appropriate staff to ensure these items are provided with the closed loan package submission.

We thank you for your continued business.

If you have any questions, contact your Relationship Manager at 888-850-0259 Option 1 or your Account Executive.