CLOSING DISCLOSURE REQUEST CHECKLIST

Borrower _____ Date _____

Acct Manager _____ Loan # _____

☐ 1. Appraisal and any review appraisals have been cleared.

☐ 2. Any Prior to Funding (PTF) appraisal inspections required (1004D, etc.) have had corresponding fee disclosed.

☐ 3. Loans that require a 2nd signature and/or investor approval have been cleared.

☐ 4. Estimated* consummation date (Date on Loan Documents) is no longer than 15 days out.

☐ 5. Hazard Insurance quote/binder is in the file.

☐ 6. Final fees list from the settlement agent/title is in the file and fees match or are lower than the last Loan Estimate (LE) issued.

☐ 7. Loan has been locked and the LE Change of Circumstance (COC) has been issued.

☐ 8. At least one day has lapsed from the last LE.

☐ 9. MI Cert has been completed (if applicable).

☐ 10. Minimum time remaining on the lock is within the required timeframe:

- Purchase – Dry State: 7 Days
- Purchase – Wet State: 5 Days
- Refinance – Dry/Wet State: 10 Days

* These times apply only if we have eConsent and the borrower signs the initial CD within 24 hours. Increase these times based on the estimated consummation date.

CLOSING DISCLOSURE REQUEST
INFORMATION SHEET

BORROWER(S) _____ LSM LOAN # _____

SUBJECT _____
PROPERTY _____

Please supply the information for service providers for the above captioned transaction. Please complete all fields.

ESCROW/CLOSING AGENT

Company Name	_____	Company License	_____
Company Address	_____		
Agent Name	_____	Agent License	_____
Agent Email	_____	Escrow/Reference #	_____
Agent Phone	_____		

TITLE COMPANY

Company Name	_____	Company License	_____
Company Address	_____		
Agent Name	_____	Agent License	_____
Agent Email	_____	Title/Reference #	_____
Agent Phone	_____		

PROPERTY LISTING AGENT

Company Name	_____	Company License	_____
Company Address	_____		
Agent Name	_____	Agent License	_____
Agent Email	_____	Agent Phone	_____

SELLER'S REAL ESTATE AGENT ☐ SAME AS PROPERTY LISTING AGENT

Company Name	_____	Company License	_____
Company Address	_____		
Agent Name	_____	Agent License	_____
Agent Email	_____	Agent Phone	_____

BUYER'S REAL ESTATE AGENT

Company Name	_____	Company License	_____
Company Address	_____		
Agent Name	_____	Agent License	_____
Agent Email	_____	Agent Phone	_____