 **BROKER DOCUMENT REQUEST FORM**

 Document request cut off time is 3:00pm

***A Verbal Verification of Employment will be performed upon receipt of the executed document request. If there are any delays the primary contact will be notified immediately.***

|  |  |
| --- | --- |
| **Date & Time of Request:** | **Fremont Bank Loan #:**  |
| **Broker Contact Name:** | **Broker Contact #:** |

|  |  |
| --- | --- |
| **Borrower Name**:       | **Co Borrower Name:**       |
| **Borrower e-mail**:       | **Co Borrower e-mail:**       |
| **Non-Borrower e-mail**:       |
| **Property Address:**  |
| **Vesting:** **[ ]  Same as Preliminary Title Report [ ]  POA involved** **[ ]  Change to:**  |

|  |  |  |
| --- | --- | --- |
| **Loan Amount: $**      | **Loan Purpose [ ]  Purchase** **[ ]  Refi**  | **Occupancy: [ ]  Owner [ ] 2ND [ ]  Investment** |
| **Impounds [ ]  Yes [ ]  No[ ]  Taxes [ ]  Insurance** | **If Impounds:** Hazard Insurance Premium Amount **$** Expiration Date**FB to FB Impound Transfer: [ ]  Yes [ ]  No**  |

|  |  |
| --- | --- |
| **Escrow Company** | **Escrow Officer**       |
| **Escrow #** | **Escrow Contact #**  | **Est. Closing**       |
| **Escrow E Doc Email (if electronic) or address** |

**Rate:       Price       Lock Expiration Date**

 **Date of First Payment:**

**ONLY COMPLETE THE APPLICABLE SECTION THAT APPLIES**

**Lender Paid Compensation** (no credits can be applied towards borrower cost from Broker)

|  |  |  |  |
| --- | --- | --- | --- |
| **Fee** | **Amount** | **Paid To:** | **Paid By** |
| Broker Compensation (on file) | $       | Broker | Fremont Bank |
| Credit Report Fee  | $       | Broker |       |
| Processing Fee \* | $       | Outsourced processing company |       |
|       | $       |       |       |
| **Total Broker Compensation** | **$**  |  |

\* Must provide 3rd party invoice from a DRE & NMLS licensed individual. Will be verified prior to drawing docs.

**Borrower Paid Compensation**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fee** | **Amount** | **Paid To:** | **Paid By** |
| Broker Origination Fee | $       | Broker | Borrower\* |
| Credit Report Fee  | $       | Broker |       |
| Processing Fee  | $       |       |       |
|       | $       |       |       |
| **Total Broker Compensation** | **$** |  |

**\***Must be borrower funds, YSP not allowed to be used towards compensation or origination fees.

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Broker Signature Date & Time

|  |  |
| --- | --- |
| **Hazard Insurance** | **Closing Protection Letter** |
| Fremont Bank | Fremont Bank |
| ISAOA | ISAOA |
| PO BOX 7295 | 2580 Shea Center Drive |
| Fremont, CA 94537-7295 | Livermore, CA 94551 |
| **Loan #** | **Loan #** |