AMERICAN FINANCIAL RESOURCES, INC.
WHOLESALE MORTGAGE DIVISION

INITIAL SUBMISSION FORM AND CHECKLIST

Date: **AE:**	☐ **Premium** ☐ **Standard** ☐ **Portfolio** ☐ **203ks**
AFR ID Code:	☐ **FHA** ☐ **USDA**
Broker/Branch NMLS #:	**Transaction type:** ☐ **Wholesale** ☐ **Table Funded** ☐ **Correspondent**
Company Name:	**Loan Amount: $**
Branch (if applicable):	**Appraised Value: $** **Sales Price: $**
Originator Contact:	**Loan Purpose:** ☐ Purchase ☐ R/T Refi. ☐ C/O Refi. Streamline: ☐ W/ appraisal ☐ W/O Appraisal ☐ Full Income Credit Qualify
LO Name / NMLS #:	**LTV:** **FICO Score(s): /**
FHA Case Numer: --	
Broker Phone #:	**Closing/Title Information:** **Name:** **Phone:** **Fax:** **Email (for Documents):**
Broker E-mail:	
Borrower's Name: **Co-Borrower's Name:**	
Borrower's E-Mail: **Co-Borrower's E-Mail:** (very important to print clearly for proper disclosure delivery)	***All settlement and title agents must be approved at least 72 hours prior to closing. See Closing Procedures at www.afrwholesale.com for details.**
Property Type: ☐ SFR/PUD ☐ Condominium ☐ 2 Family ☐ 3-4 Unit ☐ Manufactured Home	
Property Address:	**Please select one of the following:** **Compensation Lender-Paid Amount: $** **(Lender compensation amount must match current executed agreement with AFR)** **Compensation Borrower-Paid Amount: $**

The following documentation must be sent with the initial submission in the following order:

1. APPLICATION

- ☐ 1003/1008
- ☐ GFE (Please indicate whether or not it has been disclosed)
- ☐ TIL
- ☐ Initial Fee Worksheet (Called TIL Itemization form in Encompass)
- ☐ GFE Service Providers List
- ☐ Borrower's Authorization
- ☐ All Initial Disclosures
- ☐ Change of Circumstance form (if applicable)

2. CREDIT

- ☐ Credit report
- ☐ Credit explanation letter (Must be signed by Borrower(s))
- ☐ VOR/VOM (Cancelled rent checks or management VOR only)
- ☐ Divorce Decree / Separation Agreement
- ☐ Bankruptcy papers
- ☐ Any additional credit related documents

3. INCOME

Salaried

- ☐ Current Paystubs (Most recent full month from each Borrower)
- ☐ SS/Fixed Income docs (Awards letter and proof of receipt)
- ☐ Rental Income (Lease & 1040's with income on Schedule E)
- ☐ W2s; previous 2 yrs both borrowers (if applicable)
- ☐ Any additional income related documents

Self Employed

- ☐ Previous 2 years signed 1040's with all schedules

4. ASSETS

- ☐ Verification of Assets / Down Payment

5. APPRAISAL

- ☐ Appraisal: (if completed) Final inspections (if needed)
- ☐ Manufactured Home Engineer Cert (if completed)
- ☐ Purchase Contract

6. Underwriting

- ☐ Copy of finalized DO findings

7. AFR Internal documents

- ☐ AFR's Intent to Proceed form
- ☐ AFR's Borrower contact info form

8. Fannie 3.2 Electronic File
Note: Only if finalized DO finding with AFR as the sponsor are not provided

9. FHA Case #
Note: AFR Does not permit prior mortgage credit rejects

10. All 3rd Party Fees

- ☐ Written estimates for all 3rd party fees
- ☐ Preliminary HUD

Loan Notes:

Homeowners Insurance, Title and CPL clause: **American Financial Resources, Inc.** **ISAOA/ATIMA and The Secretary of HUD** **9Sylvan Way** **Parsippany, NJ 07054**	**American Financial Resources, Inc.** **9 Sylvan Way** **Parsippany, NJ 07054** www.AFRWholesale.com

PLEASE INCLUDE THIS SUBMISSION SHEET WITH ANY NEW LOAN PACKAGE. THANK YOU