

## Loan Application Submission Package

### INITIAL DOCUMENTATION CHECKLIST

1. Loan Application- All members of the Borrowing Entity must complete this application and sign the credit authorization. **\* This is a fillable pdf- you can type into the blanks to complete.**
2. Investor Experience & Portfolio\* **(Please fill the separate Excel Spreadsheet out completely.)**
3. Bank Statements - 2 months most recent (all pages with name & account # visible) Business & Personal
4. Copy of Photo ID for all members of the Borrowing Entity- Drivers License or Passport Permissible- **(check that it matches current address)**
5. LLC / Corporation Documentation:
  - a. Articles of Organization or Formation- LLC / Incorporation
  - b. Signed/Executed Operating Agreement for LLC / Bylaws & Stock Certificates for Inc.
  - c. EIN #/Designation Letter from IRS
6. Specific Transaction Documents
  - a. If purchase transaction – fully executed, valid purchase contract and all assignments if applicable.
  - b. If refinance transaction – lender info for payoff demand or mortgage statement
7. Renovation Included: please provide itemized/line item Scope of Work. (Contractors Bid Acceptable)

*\*Specified item is included in this Submission Package*

*If e-signing any documents, must be a verified e-signature through a service such as Adobe or DocuSign.*

### IMPORTANT NOTES

- **Non-Owner Occupied properties - Investment Property/Business Purpose Loans Only**
- **Balloon payment due at end of loan term with all principal and interest due.**
- **24 Hours to Underwrite A COMPLETE Loan Package.**
- **48-72 Hours to close from Clear to Close Loan Approval.**

# LOAN APPLICATION - Borrower Details

## BORROWER / AUTHORIZED SIGNER INFORMATION

Individual's Name: \_\_\_\_\_ Marital Status:  Married  Unmarried  Separated

Primary Residence Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Do you own or rent your primary residence:  Own  Rent Number of years at primary residence? \_\_\_\_\_

Mailing Address (if different from primary residence): \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_

Secondary Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

### Employment Information

Self-Employed:  Yes  No

Employer Name: \_\_\_\_\_

Position & Title: \_\_\_\_\_

Employer Address: \_\_\_\_\_

## CO-BORROWER / AUTHORIZED SIGNER INFORMATION (if applicable)

Individual's Name: \_\_\_\_\_ Marital Status:  Married  Unmarried  Separated

Primary Residence Address: \_\_\_\_\_ Married to Borrower?  Yes  No

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Do you own or rent your primary residence:  Own  Rent Number of years at primary residence? \_\_\_\_\_

Mailing Address (if different from primary residence): \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_

Secondary Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

### Employment Information

Self-Employed:  Yes  No

Employer Name: \_\_\_\_\_

Position & Title: \_\_\_\_\_

Employer Address: \_\_\_\_\_

## DECLARATIONS / QUESTIONNAIRE

| <i>Please check YES or NO for each of the following questions</i>  | Borrower |    | Co-Borrower |    |
|--|----------|----|-------------|----|
|  | Yes      | No | Yes         | No |
| Are there any outstanding judgements against you?  |          |    |             |    |
| Have you been declared bankrupt within the last seven (7) years?   |          |    |             |    |
| Have you or any other entity of which you were/are a principal been in foreclosure or had any property that was foreclosed upon? Or have you ever signed a property back to the lender through a Deed In Lieu? |          |    |             |    |
| Are you party to lawsuit?  |          |    |             |    |
| Are you presently delinquent on any federal debt or any other loan, mortgage, financial obligation, bond, or loan guarantee?   |          |    |             |    |
| Have you ever been convicted of a felony?  |          |    |             |    |
| Are you in a Civil Union or a Domestic Partnership, or do you have a non-borrowing spouse, or are you a party to a Designated Beneficiary Agreement?   |          |    |             |    |
| Are you a US citizen?  |          |    |             |    |
| Are you a permanent resident alien?  |          |    |             |    |
| Do you intend to occupy the property as your primary residence?  |          |    |             |    |

## FINANCIAL STATEMENT

|                               |    |  |    |
|-------------------------------|----|--|----|
| Estimated Total Annual Income | \$ | Estimated Current Liquid Assets:<br><small>(cash or can be converted to cash within 30 days)</small> | \$ |
| Cash in Bank                  | \$ | Real Estate Owned  | \$ |

## Credit Authorization

AUTHORIZATION AND RELEASE TO OBTAIN PERSONAL CREDIT INFORMATION By signing below, the undersigned hereby authorizes Plus + Private Lending Underwriting Servicing LLC to obtain "consumer reports" and/or "investigative consumer reports" about me from any consumer reporting agency and/or bureaus, including commercial credit agencies or bureaus, that creditor may chose to use and to consider such reports when making any credit decisions regarding my credit application, extension of credit, or with respect to any extension or modification of existing credit. I acknowledge that as an individual there are various Federal and/or State laws such as the "Fair Credit Reporting Act" that control the issuance or use of "consumer reports" and/or "investigative consumer reports" by creditor. I understand that I am not obligated to provide creditor this authorization to review such "consumer reports" and/or "investigative consumer reports". However, I have voluntarily agreed that such reports can be released to creditor so that it will consider my credit application, extension of credit, or with respect to any extension or modification of existing credit. The undersigned hereby authorizes PLUS + Private Lending Underwriting Servicing LLC to procure an investigation, or cause an investigation to be procured, for credit evaluation purposes, whether or not subject to the Fair Credit Reporting Act. I authorize, without reservation, any person or entity contacted by creditor or anyone acting on its behalf, to furnish information regarding verification of my social security number, education, military record, motor vehicle reports, credit history, financial account balance and history, professional licensures, public records, criminal record and/or employment references. I hereby release creditor, including its employees, agents or representatives from any and all liability for furnishing such information. I also release creditor from any and all liability for conducting such an investigation. A photocopy, scan or facsimile copy of this Authorization and Release be treated as though it were the original.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (REQUIRED)

DOB: \_\_\_\_\_

Home Address: \_\_\_\_\_

Date: \_\_\_\_\_