



**Loan Information**

Borrower	Loan Number	Broker/Loan Officer
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**Subject Property Address**

Street	City	State	ZIP
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Reason for change:

**Check All COCs That Apply**

<input type="checkbox"/> Loan amount change	<input type="checkbox"/> Impound changes (addition or removal)	<input type="checkbox"/> Credit quality change due to new information received (FICO, DTI, Income, Assets)
<input type="checkbox"/> Property type change	<input type="checkbox"/> Lock extension (lock period expiring)	
<input type="checkbox"/> Occupancy type change	<input type="checkbox"/> Borrower requests enhanced owner's title policy	<input type="checkbox"/> Loan locked with consumer after initial disclosure is provided (consumer lock date)
<input type="checkbox"/> Property value change	<input type="checkbox"/> Property type change (To/from SFR, Condo, PUD, etc)	<input type="checkbox"/> Unique property not known by LO (or not disclosed at the time of application) affecting appraisal cost
<input type="checkbox"/> Property is moved out of trust	<input type="checkbox"/> Discovery on undisclosed liens affecting settlement costs	
<input type="checkbox"/> Borrower request to change lock	<input type="checkbox"/> Legal address error (i.e. misspelling, directional error)	<input type="checkbox"/> Underwriting requirements for additional services (Pest, Structural, Survey, Updated Appraisal, Flood,etc.)
<input type="checkbox"/> Parties added/removed from Title	<input type="checkbox"/> Force majeure (act of god), war, disaster, or other emergency	

Fee change(s) associated with the change of circumstance:

Fee Description	Original Amount	New Amount
1)		
2)		
3)		
4)		
5)		
6)		

Acknowledgement:

\_\_\_\_\_ Name

\_\_\_\_\_ Signature Date