

**Karrapho, Inc. LOAN PROCESSING SUBMISSION FORM**

- 1. Complete form below and fax (303)442-2484 or email back. (NOTE: use one form for EACH loan to be processed)**
- 2. Files should be scanned and emailed to [photimi@karrapho.com](mailto:photimi@karrapho.com) . If originals are required please call Photimi to arrange hard file pick-up.**
- 3. Email Calyx POINT file directly to processing: [photimi@karrapho.com](mailto:photimi@karrapho.com) .**

**Submission Date:** \_\_\_\_\_

**Borrower's Name:** \_\_\_\_\_

**Your Name (L.O.):** \_\_\_\_\_

**Subject Address:** \_\_\_\_\_

**Your Company:** \_\_\_\_\_

\_\_\_\_\_

THE FILE MUST INCLUDE THE FOLLOWING:

- Signed 1003 + Disclosures
- GFE + TIL
- Borrower Credit Report
- Borrower Signature Authorization
- Underwriting Findings (unless you want me to run AU/DO/LP for you – charge is \$50)
- Lender Registration or Rate Lock

TYPE OF LOAN: (i.e. FHA, VA, Conforming, etc.)

\_\_\_\_\_

PURPOSE OF LOAN: (i.e. cash-out or rate and term refinance, purchase, 2<sup>nd</sup> mortgage, etc.)

\_\_\_\_\_

SUBMIT LOAN TO THE FOLLOWING LENDER: (MUST ALREADY BE DETERMINED-Please Fill Out Below)

Lender Name: \_\_\_\_\_ Program: \_\_\_\_\_ Rate: \_\_\_\_ Locked? Y/N

Contact Person: \_\_\_\_\_ Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

TITLE INSURANCE COMPANY: (Please Fill Out Below)

Title Co. Name: \_\_\_\_\_ Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

APPRAISAL FIRM: (Please Fill Out Below)

Appraisal Co. Name: \_\_\_\_\_ Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

HOMEOWNERS INSURANCE COMPANY: (Please Fill Out Below)

Insurance Co. Name \_\_\_\_\_ Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

MISC: (Please Fill Out Below)

- DO/LP/AU Decision included? **Y / N**
- Investor Loan Number included? **Y / N** # \_\_\_\_\_
- Is a Purchase Contract included? **Y / N**
- May we contact the borrower to source needed docs? **Y / N**
- Have you submitted this loan to any other lenders yet? If so, how many? \_\_\_\_\_

SPECIAL COMMENTS:

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I hereby agree to contract Photimi Kara for the processing of this mortgage loan.

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Date \_\_\_\_\_