

Non-Agency Submission Checklist



Borrower Information

Borrower Last Name:	ResMac Loan Number:
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Transaction Information

	Impounds/Escrows: Yes No	CEMA? (NY only) Yes No	Est. Closing Date:
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PROVIDE ANY IMPORTANT INFORMATION THE UNDERWRITER SHOULD BE AWARE OF REGARDING THIS FILE:

Note: Turn times for initial review is **5-7 business days**. All documents are required to submit to underwriting with exception of appraisal.

- Non-Agency Submission Checklist
- 1003 must be fully completed including income and all assets.
- CoreLogic Credco or Equifax Credit Report. If another is provided, new credit will be pulled.
- Anti-Steering Disclosure (Lender Paid Compensation)
- Letter of Explanation on all credit inquires in last six months.
- Cover letter addressing overall capacity of the borrower and understanding the overall transaction.
- 4506T for all borrowers and businesses where income was used to qualify – most recent 3 years.
- IRS Tax Transcripts personal for current year.
- Preliminary Title

Salaried:

- Verification of Employment thru Marti or most recent paystub, dated within 45 days of 1003 and covering one month, and W2 for the past two years or W2 Tax Transcripts.
- Bonus Income: 2 Year History of Receipt, continued receipt, amount paid, and verification of frequency of receipt.
- Commission Income: 2 years tax returns, current paystub, most recent 2 years W2s.

Self-employed:

- W2, paystub, and 1099.
- More than 4 months from last fiscal year, include YTD Profit and Loss statement and Balance Sheet. Must be prepared by CPA, PA, or bookkeeper.
- Sole Proprietorships: Balance Sheet is required since not on Schedule C.
- Most recent two years of personal tax returns.
- Most recent two years K-1s for all businesses.
- Most recent 2 years business tax returns for all business where borrower is considered self-employed.
- If self-employment income not used, provide first page of most recent individual federal tax return.

Rental income:

- 2 years tax returns
- Property owned less than 12 months and not on recent tax returns, provide lease.

Assets:

- Provide Verification of Assets thru Marti or most consecutive two months assets dated within 45 days of the 1003.

Purchases:

- Purchase Contract and all addendums.
- Verification of earnest money deposit

Appraisal:

- Interior / Exterior Appraisal from one of the following AMCs: Street Link and/or Clear Capital