



CLOSING PACKAGE REQUEST FORM

Attn: Closing Department

FAX TO: (864) 235-9649

\*\*THIS FORM MUST BE SUBMITTED WITH THE FOLLOWING FOR CLOSING TO BE SCHEDULED\*\*

\_\_\_ Copy of the Clear-to-Close from the Underwriter \_\_\_ Correct Insurance Declarations Page (Please Note All Guidelines)
\_\_\_ Final 1008/1003 Matching Approval & Signed by Loan Officer

BORROWER INFORMATION & IDENTIFICATION

Borrower: \_\_\_\_\_ SS#: \_\_\_\_\_

Co-Borrower: \_\_\_\_\_ SS#: \_\_\_\_\_

Property Address: \_\_\_\_\_

Date of Birth: Borrower \_\_\_\_\_ Co-Borrower \_\_\_\_\_

Documentary Verification: 1 Source Required w/ photo (Check one) \_\_\_\_\_ Drivers License \_\_\_\_\_ State ID Card
\_\_\_\_\_ Military ID \_\_\_\_\_ Passport \_\_\_\_\_ Us Alien Registration Card

Borrowers: ID# \_\_\_\_\_ Place of Issuance \_\_\_\_\_ Issue Date \_\_\_\_\_ Expiration \_\_\_\_\_
ID# \_\_\_\_\_ Place of Issuance \_\_\_\_\_ Issue Date \_\_\_\_\_ Expiration \_\_\_\_\_

I, the Loan Officer/Processor, did positively identify the customer(s) listed above by viewing the document checked above and then positively matched the information to the credit bureau obtained on the customer(s). By signing below, we the mortgage broker, do hereby certify that this loan is HVCC and HERA compliant and assign all of the rights, title and interest in the loan referenced below to First National Bank of the South its Successors and or its Assigns.

\*\*I certify that I have read my entire approval and are aware of any and all "at-closing" conditions that must be met.\*\*

Signature (Processor/LO): \_\_\_\_\_ Company: \_\_\_\_\_

Email Address for Processor/LO: \_\_\_\_\_ Phone: \_\_\_\_\_

CLOSING AGENT/ATTORNEY INFORMATION

Attorney/Individual Agent: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

Email Address for Closing Package to be Sent: \_\_\_\_\_

LOAN INFORMATION

Closing Date: \_\_\_\_\_ Time of Closing: \_\_\_\_\_

\*\*RATE MUST BE LOCKED\*\* Date Locked: \_\_\_\_\_

Interest Rate: \_\_\_\_\_ Loan Amount: \_\_\_\_\_ Loan to Value %: \_\_\_\_\_

Term (months): \_\_\_\_\_ ARM Type (1yr, 3/1, 5/1, etc.): \_\_\_\_\_

Loan ID#: \_\_\_\_\_ Waiving Escrows: YES / NO (circle one) (.25 fee)

Interest Credit: YES / NO (circle one) (only applicable if funding within first 5 days of month)

BROKER FEES \*\* PLEASE INCLUDE ALL FEES ON THIS FORM

Table with 3 columns: FEES COLLECTED, AMOUNT DUE, PAID TO. Rows include Origination Fee, Discount Pts, Loan Application Fee, Processing Fees, Appraisal Fee, Credit Report Fee, Final Inspection Fee, Yield Spread Premium.

Underwriting: \$499 Tax Service: \$65 Flood Cert.: \$16.50 MERS: \$4.95 Wire Fee: \$20.00 Courier: If Applicable

ESCROW INFORMATION

Hazard Insurance Yearly Amount: \_\_\_\_\_ Due Date: \_\_\_\_\_

Insurance Agent: \_\_\_\_\_ Phone/Fax: \_\_\_\_\_

Yearly Property Taxes: \_\_\_\_\_ Due Date: \_\_\_\_\_