



FIRST MORTGAGE DOC FORM

Date:	Account Executive:
-------	--------------------

USA DIRECT PHONE NUMBERS: 503.697.FUND (3863) fax: 503.210.6412

Mortgagee Clause to read: USA Direct Funding, Its Successors and/or Assigns
 4550 Kruse Way, #325
 Lake Oswego, OR 97035

Before ordering docs, be sure:

- All PTDs signed off by Underwriter
- Loan(s) is locked
- Lock Expires after funding date
- Lock matches underwrite (rate, amount, program etc.)

Doc orders with PTDs, that are unlocked, have mismatched locks or with missing or incorrect Hazard can not be accepted.

To order docs, fax: 503.210.6412

- Doc Order Form
- USA Doc Fee Sheet(USA to provide broker)
- Lock Confirmation(s)
- Specific Power of Attorney (if applicable)
- Hazard Insurance
- Invoices - 3rd Party

Borrower Information/Vesting As:	
Primary Borrower	Vesting Name? <input type="checkbox"/>
Co-Borrower	Vesting Name? <input type="checkbox"/>
POA? <input type="checkbox"/> Yes <input type="checkbox"/> No	<i>This is a PDF Form. Please download it, print it, complete all fields and send or fax back to USA Direct Funding.</i>

Property Information			
Property Street Address	City	State	Zip
Purchase Price	Appraised Value	Loan Amount	LTV/CLTV
Select Loan Purpose:			
<input type="checkbox"/> Purchase	<input type="checkbox"/> Rate & Term Refi - NO CASH	<input type="checkbox"/> Cash-Out Refi	
Select Occupancy Type:		Select Property Type:	
<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> 2nd Home	<input type="checkbox"/> Investment	<input type="checkbox"/> SFR <input type="checkbox"/> 2-4 Unit <input type="checkbox"/> Condo

POC Items	
Item	Amount
Appraisal Fee	
Paid To:	

Loan Information			
Select Loan Program:			
<input type="checkbox"/> Conforming	<input type="checkbox"/> Jumbo/Non-Conf.	<input type="checkbox"/> FHA	<input type="checkbox"/> USDA
1st Loan #	Product Code	1st Pmnt Date	Interest Only? <input type="checkbox"/> Yes <input type="checkbox"/> No
Impounds <input type="checkbox"/> Yes <input type="checkbox"/> No	Final Rate	Final YSP/Discount	Margin Caps

Escrow Instructions	
Seller Paid Closing Costs: (Amount) \$	Loan Officer Credit (From YSP) \$

Broker/Processor Information	
Broker Company Name:	
Processor's Name:	Contact Phone # <input type="checkbox"/> Check if this is a cell number.
Email Address:	Fax #

Escrow Information	
Escrow Company Name:	Escrow Officer Name:
Email Address:	
Phone #	Fax #

Final GFE Fees: Fees quoted by broker on initial GFE will be used to calculate tolerance limits. If a qualifying Change Circumstance occurred (and USA re-disclosed a GFE) fees affected by the change will be updated accordingly (see Policy & Procedure for complete re-disclosure guidelines). Any inaccuracy will be cured with a broker credit on the Final HUD.

Lender Fees: 1st lien fee: Underwriting \$880; Flood Cert \$16

Rush / Redraw Fees: If docs are needed sooner than 24 business hours from a doc order form being received and 100% of the PTD items being complete, then a \$175 rush fee may apply. A redraw may result in a \$175 redraw fee. These fees may be paid by the borrower if an approved valid change circumstance has occurred (see RESPA 3500.2).

Invoices: Required for all 3rd party fees (POC and due) paid by borrower. This includes, but isn't limited to: appraisal, credit report, pest inspections, courier and contract processing fees.

Revised 01-11-10

 Broker Signature Printed Name Date