



BROKER APPROVAL CHECKLIST

- ___ Signed Agreement
 - ___ Signed Application
 - ___ Current Financials
 - ___ Resumes of Principals
 - ___ Articles of Incorporation, Articles of Organization
 - ___ Signed W9 Form
 - ___ Copy of Current State Mortgage License
-

- ___ Good Standing Report
- ___ Credit Check (if necessary)
- ___ Broker Materials Reviewed

APPROVED/REJECTED

- ___ Product Guidelines, Forms, Advertising Materials Sent to Broker

COMMENTS:



MORTGAGE BROKER APPROVAL APPLICATION

Legal Name of Company: _____

DBA: _____

Primary Address: _____

City/State/ZIP: _____
(Attach separate sheet with addresses of additional branches)

Phone Number: _____ FAX Number: _____

Primary Contact Person: _____ Phone Number: _____

State Entity License Number: _____ Expiration Date: _____

Type of Business: Sole Proprietor Partnership Corporation LLC

Federal Tax ID Number: _____

Date Firm was Organized: _____

of Employees: _____ # of Originators: _____ # of Processors: _____

PRINCIPALS, OWNERS, PARTNERS, DIRECTORS

Name: _____ Title: _____

Years in Industry: _____ % of Ownership: _____ SSN: _____

Name: _____ Title: _____

Years in Industry: _____ % of Ownership: _____ SSN: _____

Name: _____ Title: _____

Years in Industry: _____ % of Ownership: _____ SSN: _____

Name: _____ Title: _____

Years in Industry: _____ % of Ownership: _____ SSN: _____

KEY OPERATIONAL PERSONNEL

Name: _____ Title: _____ Yrs in Industry: _____

Name: _____ Title: _____ Yrs in Industry: _____

Name: _____ Title: _____ Yrs in Industry: _____

Name: _____ Title: _____ Yrs in Industry: _____

KEY LOAN OFFICERS

Name: _____ License #: _____ Yrs in Industry: _____

Name: _____ License #: _____ Yrs in Industry: _____

Name: _____ License #: _____ Yrs in Industry: _____

Name: _____ License #: _____ Yrs in Industry: _____

VOLUME OF BUSINESS

This Year: _____ # of Loans Funded: _____ Amount Funded: _____

% Construction: _____ %Purchase: _____ %Refinance: _____

Last Year: _____ # of Loans Funded: _____ Amount Funded: _____

% Construction: _____ %Purchase: _____ %Refinance: _____

OTHER INFORMATION

1. Has the company or any of its officers or principals ever been rejected, suspended or terminated by any lender or agency? Y N

2. Has the company or any of its officers or principals declared bankruptcy in the past seven years? Y N

3. Has the company, any of its officers or principals or employees ever had a formal complaint filed against it/them, been reported or subject to disciplinary action by any state or Federal agency (including FBI, OTS, OCC, FDIC, VA or other law enforcement or regulatory agency) regarding any actual or alleged unfair business practice, fraud, forgery, misrepresentation or Bank crime? Y N

4. Have any claims, suits or pending litigation been made or filed during the past five years against the company, any of its officers, principals or employees? Y N

NOTE: If *Yes* to any of the above questions, please attach an explanation of circumstances, reasons for occurrence and action taken to prevent a recurrence of similar claim or action. If applicable, describe resolution and case number.

LENDER REFERENCES
(Construction)

1. Company Name: _____
 Primary Contact: _____ Phone #: _____

2. Company Name: _____
 Primary Contact: _____ Phone #: _____

3. Company Name: _____
 Primary Contact: _____ Phone #: _____

LENDER REFERENCES
(Conventional)

1. Company Name: _____
 Primary Contact: _____ Phone #: _____

2. Company Name: _____
 Primary Contact: _____ Phone #: _____

3. Company Name: _____
 Primary Contact: _____ Phone #: _____

The undersigned company principal(s) declare(s) that the foregoing information and all accompanying documents are true to the best of his or her knowledge and belief. Jordan Construction Lending, LLC., dba CCS Loans is hereby authorized to obtain verification of information from any source named herein (including character or credit references, both business and personal) in connection with this loan brokerage application. Jordan Construction Lending, LLC., dba CCS Loans will treat the information obtained as confidential to the extent possible.

Company Name: _____

Signed By: _____ Date: _____

Print Name: _____ Title: _____

Signed By: _____ Date: _____

Print Name: _____ Title: _____