

Lisa Baniahmad
 Broker | Contract Senior Mortgage Processor
 DRE: CA01497044, NMLS: 328265
Call Direct | 818.359.4145
 Office Phone | 661.702.9392 • Secure E-Fax | 661.554.7180
 Lisab@srprocessors.com • www.srprocessors.com



Submission Form

Company _____ Broker/LO _____
 DRE/NMLS# _____ DRE/NMLS# _____
 Borrower(s) on Loan _____
 SubjectProperty _____
Property Profile Pulled and Reviewed: Yes _____ No _____ DATE PULLED: _____ Attached: Yes/NO _____
 SFR _____ PUD _____ Condo/HOA name _____ PRI _____ 2nd _____ INV _____
Loan Amount _____ **Expected Appraised Value** _____
Rate/Term _____ **Cash-out - Borrower Expects Total Cash-out at Closing** _____
Purchase Price \$ _____ **Borrower will bring in Funds to Close \$** _____
Escrow Close Date _____ **Escrow** _____ 30 DAYS _____ 45 DAYS _____ 60 DAYS
Buyer's Agent/Phone _____ **Selling Agent/Phone** _____
Credit Report Fee Paid by: BROKER _____ BORROWER: _____ **Date Credit Pulled** _____
LENDER _____ **REP/EMAIL:** _____ **PHONE** _____
PROGRAM # _____ **PROGRAM DESCRIPTION** _____ **MID FICO** _____
START RATE% _____ **REBATE** _____ **DISCOUNT FEE** _____ **RATE SHEET DATE** _____
PPP: _____ 1YR _____ 2YR _____ 3YR _____ **IMPOUNDS: YES _____ NO _____ TXS/INS** _____
FULLDOC: _____ **STATED:** _____ **P&L:** _____ **DSCR RATE** _____ **OTHER/EXPLAIN:** _____
BANK STATEMENT: _____ **#OF BANK ACCTS USED:** _____ **12MO _____ 24MO _____**
Statements Reviewed (deposits) and Final Est Income for Qualifying:\$ _____

LOAN LOCKED YES NO **NUMBER OF DAYS** _____ **EXP. DATE** _____
 3rd Party Processing Fee \$ _____ Additional Broker Fees: \$ _____ Misc Fees: _____
 Appraisal Fee _____ Appraisal Review Fee _____

Escrow CO/Officer/Phone # _____

TitleCo/Officer/Phone # _____

IMPORTANT DETAILS FROM BROKER/ORIGINATOR ABOUT BORROWER/NEW LOAN:

Submitting Files to Senior Processing Solutions is as Easy as.....1, 2, 3!!!

1. Complete all fields, sign, and date the SPS Submission Form
2. Email a complete MISMO FILE, CREDIT, ID'S FOR ALL BORROWERS, PROPERTY PROFILE, AND PURCHASE CONTRACT
3. Send a secure Link to all/any documentation received to date from Borrower

*SPS processing fee is paid directly by the borrower on the closing statement; paid to Senior Processing Solutions
 *Processing Fees are determined based on loan type/loan amount, complexity, and scope of services.
Processor Scope, Authorization & Indemnification (California)
 SPS is an independent contractor providing clerical and administrative processing services only under Broker's direction. SPS does not provide legal, compliance, or underwriting services and relies entirely on Broker-supplied information. Broker authorizes SPS to order credit, appraisals, third-party services, submit files, and upload conditions. Broker assumes 100% responsibility for compliance with all federal and California lending laws. Broker agrees to defend, indemnify, and hold harmless SPS from all claims, audits, penalties, or liabilities arising from Broker or borrower actions, to the fullest extent permitted under California law. These obligations survive completion, denial, or withdrawal of any loan.

SIGNATURE _____ DATE _____