

CLOSING PREP SHEET

PGS SENT _____

Mortgage Associated Services, Inc.

PROCESSING CLOSING

14153 CLAYTON RD, TOWN & COUNTRY, MO 63017
(636) 391-2200 / (800) 391-2340
FAX (636) 391-8890

PLEASE FAX US THE FOLLOWING INFORMATION:

- ____ 1. LOAN APPROVAL FROM _____ (INVESTOR)
PURCHASE _____ REFINANCE _____
O/O _____ NON O/O _____ INVESTMENT _____ 2ND HOME _____
- ____ 2. TYPED 1003 (WITH FINAL RATE/TERM AND LOAN AMOUNT)
- ____ 3. TITLE COMMITMENT (BE SURE LEGIBLE & INCLUDES TAX INFO)
- ____ 4. PMI CERTIFICATE (IF APPLICABLE)
- ____ 5. HOMEOWNERS INSURANCE INFO: CO. NAME _____
PHONE # _____ PREMIUM \$ _____ RENEWAL DATE _____
DWELLING COVERAGE _____

BORROWERS NAME: _____
PROPERTY ADDRESS: _____
CLOSING TITLE CO: _____ CONTACT: _____
ADDRESS: _____
PHONE: _____ FAX: _____ EMAIL: _____

CLOSING DATE: _____ TIME: _____ DISB DATE: _____ 1ST PAYMENT _____
POA _____ MARITAL WVR: _____ MERS _____
SPOUSES NAME: _____ LOAN # _____

LOAN TYPE: _____ TERM: _____ /YRS RATE _____ %
DISCOUNT: _____ % YIELD SPREAD: _____ % SRP: _____ %
ARM INFO: INDEX _____ MARGIN _____ CAPS _____

PMI: _____ ESCROWS: _____ CONDO: _____
PUD: _____ FLOOD INS.: _____ BALLOON: _____

LOAN AMOUNT \$	Pct%	Byr Amt	APPRAISED VALUE \$	Sel Amt	POC	
801 Loan Orig	_____	_____	_____	_____	_____	TO: _____
802 Loan Disc	_____	_____	_____	_____	_____	TO: _____
803 Appraisal	_____	_____	_____	_____	_____	TO: _____
804 Credit Report	_____	_____	_____	_____	_____	TO: _____
805 Lender Inspect	_____	_____	_____	_____	_____	TO: _____
808 Underwriting	_____	_____	_____	_____	_____	TO: _____
809 Commitment Fee	_____	_____	_____	_____	_____	TO: _____
810 Escrow Waiver Fee	_____	_____	_____	_____	_____	TO: _____
811 Processing or Application	_____	_____	_____	_____	_____	TO: _____
Doc Preparation	_____	_____	_____	_____	_____	TO: _____
Tax Service Fee	_____	_____	_____	_____	_____	TO: _____
Courier Fee	_____	_____	_____	_____	_____	TO: _____
Title Co. Charges	_____	_____	_____	_____	_____	TO: _____
_____	_____	_____	_____	_____	_____	TO: _____
_____	_____	_____	_____	_____	_____	TO: _____
_____	_____	_____	_____	_____	_____	TO: _____
_____	_____	_____	_____	_____	_____	TO: _____

SPECIAL INSTRUCTIONS: _____

BROKER: _____ EMAIL: _____
ADDRESS: _____ CONTACT: _____
PHONE# _____ FAX# _____