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Facsimile Transmittal

TO:		FROM:	
FAX:	858-225-7082	FAX:	
PHONE:		PHONE:	
SUBJECT:	Loan Documents	DATE:	
NO. PAGES:			

COMMENTS:

Please note: ALL DOCUMENTS MUST BE SENT TOGETHER, AT ONE TIME. Please email, fax, or mail all documents once you have everything we have requested. Also, please note that we cannot lock your rate until all requested docs and signed disclosures have been received, and an automated underwriting approval is obtained.

Thank you,

This message is intended for the use of the individual or entity to whom it is addressed and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you receive this transmission in error, please notify us immediately by telephone, and return the original message to us at the above address via the US Postal Service. Thank you.



Borrower's Authorization

Certification

The undersigned certify the following:

1. I/we have applied for a mortgage loan from **PROSPECT FINANCIAL GROUP, INC.** In applying for the loan, I/we completed a loan application containing various information on the purpose of the loan, the amount and source of the down payment, employment and income information, and assets and liabilities. I/we certify that all of the information is true and complete. I/we made no misrepresentations in the loan application or other documents, nor did I/we omit any pertinent information.
2. I/we understand and agree that **PROSPECT FINANCIAL GROUP, INC** reserves the right to change the mortgage loan review process to a full documentation program. This may include verifying the information provided on the application with the employer and/or the financial institution.
3. I/we fully understand that it is a Federal crime punishable by fine or imprisonment, or both, to knowingly make any false statements when applying for this mortgage, as applicable under the provisions of Title 18, United States Code, and Section 1014.

Authorization to Release Information

To Whom It May Concern:

1. I/we have applied for a mortgage loan from **PROSPECT FINANCIAL GROUP, INC.** As part of the application process, **PROSPECT FINANCIAL GROUP, INC** may verify information contained in my/our loan application and in other documents required in connection with the loan, either before the loan is closed or as part of its quality control program.
2. I/we authorize you to provide **PROSPECT FINANCIAL GROUP, INC** and to any investor to whom **PROSPECT FINANCIAL GROUP, INC** may sell my mortgage, any and all information and documentation that they request. Such information includes, but is not limited to, employment history and income; bank, money market, and similar account balances; credit history; and copies of income tax returns.
3. **PROSPECT FINANCIAL GROUP, INC** or any investor that purchases the mortgage may address this to any party named in the loan application.
4. A copy of this authorization may be accepted as an original.

Your prompt reply to **PROSPECT FINANCIAL GROUP, INC** or the investor that purchased the mortgage is appreciated.

Primary borrower's last name (please print): _____

Borrower's Signature

Date

Social Security Number

Co- Borrower's Signature

Date

Social Security Number

Document Checklist

We will require the items listed below in order to receive underwriting approval. Please read the list carefully, because **all documents** must be received before we can get your loan submitted to the processing department and then to underwriting.

Please email or fax all documents to me, share via Google Drive (share with prospectfinancialgroupinc@gmail.com), or upload to our website (prospectrefinance.com).

If you have any questions about this list, please call or email me. Thank you!

Standard documentation for all applicants:

1. Signed Borrower's Authorization Form

2. Most recent mortgage statement(s)
 - Must show Property Address and Rate
 - Include subject property statements and statements for any other properties you have a mortgage on
 - Include any HELOC/second mortgage statements as well

3. Declarations Page of your Homeowner's Insurance Policy
 - Must show premium
 - For subject property and for any other properties you have a mortgage on

4. Legible copy of current Driver's License for all applicants
 - If resident alien, provide copy of front and back of Resident Alien Card

5. Two most recent bank statements
 - All pages, even the blank pages, are required
 - Must show name and account number
 - If providing a quarterly statement, only one is needed

6. Most recent Property Tax Bill
 - A printout from the county is acceptable, we just need the accurate amount

Income Document Worksheet

We also need income documentation so that we can accurately calculate your ratios. Since income documentation can vary from person to person, please go through the statements on the left, and if any apply to you, please send the requested documentation from the right-hand column. If there is a co-borrower on your loan, please have the co-borrower look this list over as well.*

Accurately gathering all of this now will save us lots of time in the process, and will ensure that we are working with your correct income figures. Thanks!

If you or your co-borrower...	Please provide copies of:
...are a W-2 employee	<input type="checkbox"/> Two most recent paystubs <input type="checkbox"/> W-2s for 2016 & 2015 (and 2014 if no 2016 taxes) <input type="checkbox"/> Two years signed tax returns, all pages and schedules
...are self-employed	<input type="checkbox"/> 1099/W-2s for 2016 & 2015 (and 2014 if no 2016 taxes) <input type="checkbox"/> Two years signed tax returns, all pages and schedules <input type="checkbox"/> Two years K-1s (if applicable), and if you own 25% or more of the business, provide two years business tax returns, all pages and schedules
...receive social security/ pension income	<input type="checkbox"/> Most recent award letter(s) <input type="checkbox"/> Two years signed tax returns, all pages and schedules
...receive rental income	<input type="checkbox"/> Leases/rental agreements for all rental properties
...are currently a renter	<input type="checkbox"/> Current rental agreement
...receive annuity/pension /dividend/interest income	<input type="checkbox"/> Two most recent statement (one if quarterly) from the account the income originates from
...have solar panels installed	<input type="checkbox"/> Solar lease agreement/finance agreement
...pay alimony/child support	<input type="checkbox"/> Divorce decree
...receive alimony/child support	<input type="checkbox"/> Divorce decree
...own a condo/PUD	<input type="checkbox"/> HOA statement <input type="checkbox"/> Contact info for HOA (if not on HOA statement)

*If you have income from a source not on this list, please contact us and we'll let you know what documentation the lender will require to verify it.