



## Cover Sheet

Loan number \_\_\_\_\_

1. Contact Information for the file

Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Phone: \_\_\_\_\_

Processors Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

2. Program: \_\_\_\_\_

3. W-2 Only?    Yes    or    No

4. If you ran DU or LP directly through Fannie Mae or Freddie Mac

a. Please make sure you have **“Submitted” the findings to Mid America Mortgage through DU/LP for us to utilize.**

b. Make sure credit is not expiring

5. Underwriter Name if loan scenario was run by an UW prior to submission \_\_\_\_\_

6. Is this a One Time Close Construction Loan?    Yes    or    No

a. If yes, please include the Step 1 **results** from NCF in Submission file to Mid America Mortgage.

b. Results - Construction/Permanent Loan Information Sheet

c. Results - Individual Deal Worksheet

d. Results - Construction Cost Breakdown

e. Results - Purchase Agreement/Construction Contract Worksheet

Notes to Underwriting

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