

**STATE OF MAINE BUREAU OF CONSUMER CREDIT PROTECTION
MORTGAGE BROKER AGREEMENT/CONTRACT**

Broker:
Broker Address:
Broker Phone Number:

Borrower(s):
Loan Number:

1. Agreement of the Mortgage Broker.

A. Full and detailed description of the services to be performed for the consumer:

(check all that apply)

- Take information from you and fill out your application.
- Analyze your income and debt to determine the maximum mortgage you can afford.
- Collect financial information and other related documents from you that are part of the application process.
- Initiate and order verifications of employment and verifications of deposit.
- Initiate and order requests for mortgage and other loan verifications.
- Educate you in the home buying and/or financing process, advise you about the different types of loan products available and demonstrate how closing costs and monthly payments could vary under each product.
- Assist you in understanding and clearing any credit problems.
- Initiate and order appraisal(s).
- Initiate and order any inspections or engineering reports.
- Maintain regular contact with you, any realtors, and lender between application and closing to apprise you and them of the status of the application and gather any additional information as needed.
- Order legal documents.
- Determine whether the Property is located in a flood zone or order a service to determine the same.
- Participate in the loan closing.
- Other: **order flood certifications**

B. Extent of any guarantees: **No guarantees are extended**

C. The Consumer is entitled to a full or partial refund under the following conditions:

Unless the Mortgage Broker specifically tells you otherwise in writing, once fees and charges have been collected they are not refundable unless otherwise required by law.

D. This contract shall remain in effect for the following length of time (after which a refund must be made if services have not been performed): **30 days**

2. Payment by consumer to Mortgage Broker

A. The total cost to the consumer, whether paid to the Mortgage Broker, is itemized as follows:

See the accompanying Itemization of Fees for a list of fees payable in connection with your application.

B. Payment shall be made to each person in the following manner:

The payments for the above itemization of fees will be made either to the Mortgage Broker or to third parties whose services are necessary to process your application and/or close the loan (e.g. a credit reporting agency).

Loan Number:

3. NOTICE TO CONSUMER: Do not sign this agreement before you read it. You are entitled to a copy of this agreement.

Mortgage Broker Date

By:

Title:

- BORROWER - - DATE -

- BORROWER - - DATE -