Minimum Submission Requirements

Description

REMN requires certain documents to be provided for disclosures and setup. Please see minimum standard requirements for each submission type below*****:

***All minimum submission requirements must be received before the loan is moved to underwriting*

REMN Prepared Initial Disclosures – Required Documents

To request REMN-prepared initial disclosures, the following is required:

- Credit Report or AUS results
- Contract of Sale (Purchase loans only)

Submit to Setup after REMN Prepared Initial Disclosures – Required Documents

When a file that has been disclosed by REMN is being submitted for setup, the following is required:

- AUS must be Approve/Eligible (Conventional loans only)
- Income documentation for all borrowers on loan
  - Unexpired paystub and most recent W2*****
    - *****Written VOE is acceptable in lieu of a W2
    - *****If borrower is salaried (not hourly; fixed salary only), no W2 or written VOE required for initial submission
  - Most recent filed tax return (self-employed borrowers)
- Access Bank Statement Program: Bank Statements for 12 or 24 months respectively
- Signed 1003 by the MLO (if MLO has not e-signed yet)
- Signed Intent to Proceed by all borrowers (if borrower(s) have not e-signed yet)

Submit to Setup with Auto/Broker/Emerging Banker Prepared Initial Disclosures – Required Documents

When a file that has been disclosed by the Broker or Emerging Banker is submitted for setup, the following is required:

- AUS must be Approve/Eligible (Conventional loans only)
- Contract of Sale (Purchase loans only)
- Credit Report
- Income documentation for all borrowers on loan
  - Unexpired paystub and most recent W2*****
    - *****Written VOE is acceptable in lieu of a W2
    - *****If borrower is salaried (not hourly; fixed salary only), no W2 or written VOE required for initial submission
  - Most recent filed tax return (self-employed borrowers)
- Access Bank Statement Program: Bank Statements for 12 or 24 months respectively
- Signed 1003 by the MLO
- Signed Initial Loan Estimate by all borrowers******
- Signed Intent to Proceed by all borrowers******

** *If borrower e-signed, proof of e-consent must be provid*