



CORRESPONDENT CONVENTIONAL UW SUBMISSION CHECKLIST

Preferred method of delivery is through Image Central on our website.
For questions regarding that process, please contact NewRez Ft Washington Operations at 877-700-4622 option 2

Client Name:	Client Phone #:	
Client Contact:	Email:	Phone #:
Additional Contact:	Email:	Phone #:
NewRez Loan #:	Borrower Name:	
Loan Purpose: <input type="checkbox"/> Purchase -or- <input type="checkbox"/> No Cash Out (Rate/Term) Refinance <input type="checkbox"/> Cash Out Refinance		
AUS Used: <input type="checkbox"/> DU/DO <input type="checkbox"/> LPA	Manual U/W needed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Property Type:	Project Name (Required if property type is condo):	

Delegated Clients please explain the reason for submitting to NewRez for Underwriting:

- Required UW Documents - ALL LOANS:**
- Initial & most current loan application(s) (*All demographic addenda data must be complete, with 1003 signed and dated by the loan officer*)
 - Appraisal (*if available*)
 - 1008 Transmittal Summary
 - AUS Findings – Finalized and match loan product registration (DO/DU for FNMA; LPA for FHLMC).
 - Credit Report & Supporting Documents (*must contain Fraud Check and Credit Bureau full address & phone number*)
 - Income Documentation (*as applicable to loan processing style and/or AUS Findings*)
 - Verification of Assets (*as applicable to loan processing style and/or AUS Findings*)
 - Fully Executed Purchase Agreement and Addendums (*CA provide Escrow Agreement*)
 - Income Calculation Worksheet
 - Condo/PUD questionnaire/Insurance
 - Multi-State or State Required Borrower Benefit Worksheet (*all owner-occupied standard refinances*)
 - State Required Disclosures
 - Fully executed 4506-T
- *Refer to Product Matrix at corr.newrezcorrespondent.com for product specific documentation requirements.**