



DATE:	
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## CD / Loan Docs Request Form

Loan Information			
Loan Number			
Impound	Tax	Ins	None
Vesting			
Is borrower signing with a POA?		Yes	No
** POA must be reviewed by Underwriter			
Is Borrower signing with the name of Trust?		Yes	No
** Trust must be reviewed by Underwriter			

Settlement Agent Information	
Settlement Company	
Escrow Officer	
Escrow Number	
Phone Number	
Email	
Email for Loan Doc	

Fees	Amount	Pay To
Borrower paid Origination Fee:	% \$	
Lender Paid Comp Plan:	% \$	
Credit to Borrower:	% \$	
Discount Point:	% \$	
Processing Fee:	% \$	

1. A redraw fee will be assessed for ANY changes made to the closing documents AFTER the closing documents have been prepared.
2. Cancellation fee of \$500 will be charged for cancellation in bad faith which includes misrepresentation by the Borrower or Broker/Loan Officer Processor

Note: Please send your documentation request to [Docs@novus-mortgage.com](mailto:Docs@novus-mortgage.com)

I have reviewed the accuracy of the information above and confirm that all fees are correct and FINAL. I acknowledge that I have read and agree to the above Term and Conditions.

Company Name:		Name:	
Title:		Date:	