



## **DSCR Loan Submission Requirements**

### **For Prelim UW Conditional Approval**

1. Property Application- Completed
  - a. Subject property Information
  - b. Loan Details- rate must be in file.
  - c. Borrower/ Guarantor section completed
    - i. if no primary housing expense request LOE as to why. If living rent free request rent free letter from the landlord and what is the relationship. If owned free and clear tax bill required
  - d. Real Estate Owned Schedule (separate Excel)
    - i. If no other properties notate borrower is first time investor.
  - e. Declarations
  - f. Contact info
  - g. HMDA Section
  - i. DSCR Section
    - i. Monthly Gross Rent
    - ii. P&I
    - iii. Monthly Property taxes
    - iv. Monthly insurance
    - v. Monthly Flood Insurance (if applicable)
    - vi. Monthly HOA (if applicable)
2. Credit Authorization + Initial Term sheet in the file.
3. Credit Report
4. Valid unexpired Government issued ID for all Guarantors
  - a. Driver's License
  - b. Social Security Card/ Passport
5. Asset Statements for Liquidity (Most recent 1 month required)
6. Paid Appraisal Invoice
7. Title Company Information



- a. Closing / Escrow Agent Name and Contact Information
- b. Secure Insight Registration and Wire Instructions
- c. Preliminary HUD with all Estimated Closing Fees

#### Refinance Only

1. Purchase HUD (If property purchased less than 6 months prior to Est. Closing Date)
2. Payoff amount completed in application- name of bank paying off.
3. Lease Agreement(s)- If Vacant not required
  - a. If Original Lease ending date is > 12 months in the past, and the lease contains a month-to-month provision (Must provide 3 months proof of rent payment)
  - b. Must be fully executed by both Landlord and Tenant
4. Hazard Insurance (HOI)
  - a. Must cover Loan Amount
  - b. Or must cover replacement cost with Replacement Cost Estimator (RCE)
  - c. 6 months of Rent Loss Coverage (PITIA) or Actual Loss of Rents
  - d. Co-Insurance not allowed
  - e. Condos require H0-6 Coverage = 20% of UPB
5. Flood Insurance (If in Flood Zone)

#### Purchase Only

1. Purchase Agreement
  - a. Must be fully executed by both buyer and seller and contain all pages and any addendums
  - b. If there is an Assignment of Contract/Purchase, that must be provided as well

Entity Docs (For Borrowing Entity)- the entity screen needs to be completed.

1. LLC's
  - a. Articles of Organization / Formation



- i. Must provide the signed / dated / stamped copy from the state in which entity was formed
  - b. Operating Agreement
    - i. Must be fully and properly executed by all members
    - ii. Membership interests and ownership %'s must be explicit
    - iii. Must clearly state who has the authority to sign on behalf of the entity
  - c. Certificate of Good Standing
  - d. Certificate of Foreign Registration
    - i. For the State in which the subject property is located (If different from the State in which the entity was formed and is registered)
  - e. Federal/IRS EIN Tax ID
2. Corporations
- a. Articles of Incorporation
    - i. Must provide the signed / dated / stamped copy from the state in which entity was formed
  - b. Corporation by Laws
  - c. Certificate of Good Standing
  - d. Certificate of Foreign Registration
  - e. Federal / IRS EIN Tax ID

**For Final UW Conditional Approval**

- 1. Appraisal Report Ordered Through a Approved AMC
  - a. Must be dated within 120 days of the estimated closing date
  - b. Must be "As-Is" Value
  - c. Transfer Letter if not in the name of Legions Capital Inc DBA Loanguys.com.
  - d. Appraisal to Order
    - i. Single Family Home = 1004 + 1007 (Schedule of Rents)
    - ii. Condo = 1073 + 1007 (Schedule of Rents)
    - iii. 2-4 Units = 1025 (Schedule of Rents is already included)
- 2. Title Policy
  - a. Preliminary Title Commitment dated within 90 days of estimated closing date.



- b. 24-month Chain of Title
  - c. Tax Certificate
  - d. Proposed Insured: lender
  - e. Lender's Policy = Proposed Loan Amount / UPB
  - f. No Survey Exception allowed
    - i. TX & FL should allow for Waiver of Non-Improvements if Lot and Block Zoning
3. Condos (Both Warrantable and Non-Warrantable)
- a. Completed Questionnaire
4. Verification of Mortgage on primary Property- VOM Form acceptable if done through a reputable lender/servicer. 12 months of payment history if the lender is a private investor.
5. Verification of Mortgage on Subject Property- VOM Form acceptable if done through a reputable lender/servicer. 12 months of payment history if the lender is a private investor.
6. Rate Lock- Must be locked within encompass prior to a final Underwrite.
7. Payoff Statement (Must be good through Est. Closing Date)