

Denial/Withdrawal Form for

Real Estate Agents

The instructions contained in this form are for the following situation only:

The Denial/Withdrawal Form for use with Real Estate Agents only.

We have designed a form that is to be sent to the Real Estate Agents on a purchase contract. The denial form filled out in the system is for the Borrower/Co-Borrower only and to protect their privacy, we have designed this form for the RE Agents that require further information to return an Earnest Money Deposit or cancel a contract. It is very important that these instructions are followed specifically to keep in compliance.

To issue this form to a borrower to provide to their agent (we will never send directly to the agent!)

1. The borrower/co-borrower must send you a written or electronic request for the denial in writing
2. The form will be prepared with no additional wording other than what the form currently states
3. The form will be sent to the borrower/co-borrower for them to deliver to the agent

Remember: the formal denial that we have in our system is only for the borrower and co-borrower on the loan. This should never be sent to a third party to the loan.

Thank you,

Flanagan State Bank Management Team