



# LakeSide Processing

29910 Murrieta Hot Springs Rd Ste G-328  
Murrieta, CA 92563  
951-200-3292 ph  
877-655-3287 fax

THE LOAN PROCESSING AGREEMENT is made and entered into on \_\_\_\_\_  
*Date*

between \_\_\_\_\_ (Broker) and LakeSide Processing (LakeSide). Broker is  
*Company Name*

a licensed mortgage broker under \_\_\_\_\_ law and LakeSide is experienced in processing  
*State(s)*

residential mortgage loan applications and agrees to assist in the processing of applications generated by Broker as outlined below:

1. Loan applications, at the discretion of Broker, will be submitted to LakeSide for processing. LakeSide in accordance with state and federal laws and utilizing its best efforts will process the application per the request and direction of Broker.
2. Broker agrees that, whenever possible, fees due LakeSide per this agreement (schedule attached) are to be included on the "Closing Fee Sheet" and paid directly through the closing agent at settlement. If payment at settlement is not possible, Broker will direct the closing agent to withhold all fees due LakeSide and forward them directly to LakeSide. Miscellaneous fees such as charges for courier, VOD, VOE, PUD Questionnaire, credit reporting, DU/LP fee, etc. may be incurred by LakeSide on behalf of Broker and will be paid by Broker on Broker's account with specific vendors.
3. Omissions or errors by lenders or third parties on any closing or other loan documents are not the responsibility of LakeSide. Broker assumes all responsibility in regards to verifying all figures and documents and insuring all state and federal requirements are met. In addition, Broker will:
  - a) Select the lender for loan submission
  - b) Contact the applicant for all information needed prior to loan approval
  - d) Collect any fees due third parties (appraisers, credit reporting agencies, attorneys, etc.)
4. All information supplied to and/or collected by LakeSide in the processing of all mortgage applications submitted by Broker to LakeSide will be held in strict confidence. In addition LakeSide will not solicit any of the applicants submitted for processing nor will it transfer any information without written consent of Broker and the applicant.
5. This agreement may be terminated at any time by either party. At the time of termination, all files currently in process or closed will be returned upon receipt of any fees due LakeSide for services rendered.
6. LakeSide is an independent contractor and not an employee or employer of Broker. At the request of Broker, LakeSide may complete, as a courtesy, order forms for third party services as required by various lenders. Broker assumes all financial responsibility for any and all third party fees incurred during the processing of their mortgage loan applications.

Company Name: \_\_\_\_\_

LakeSide Processing

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



## Fee Schedule

1st Mortgage over \$100,000.....	\$595.
1st Mortgage under \$100,000.....	\$495.
Standalone Second.....	\$395.
Piggyback Second.....	\$150.
Loan doesn't close .....	No Charge
Overnight submissions.....	Included
Manual Entry .....	Included

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

LakeSide Processing

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Please fax signed agreement to (877) 655-3287