

Shelsie Crawford

From: Wayne Pierce
Sent: Wednesday, May 4, 2022 10:44 AM
To: Sales; Mortgage Support Center
Cc: Ops
Subject: Operation Updates
Attachments: Seperation Documentation for Conventional Loans.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning. I wanted to pass along a couple of items that will be discussed on the Mortgage Division Meeting today at 11 am.

- 1. Separation Agreements on Conventional Loans (see attachment)
- 2. Pro-Rated Taxes on the ICD. If you are listing pro-rated taxes on the CD these should also be on the preliminary CD from the title company. If not please include a breakdown of how you came up with that number as we will review it and make sure the PA shows pro-rated taxes. We have had quite a few of these that were estimated too high and caused issues at closing with the cash to close.

Thanks,

Wayne Pierce
Operations Manager
NMLS #1487019
www.fsbtpo.com
815-676-0987 Direct Office
815-676-0990 Office
815-901-7148 Cell



Separation Documentation

Conventional Loans

The following items will be accepted for documentation regarding Divorce or Separation.

1. Copy of Divorce Decree signed by Judge with Property Settlement Agreement that outlines child support, alimony and any other outstanding debts.
2. Copy of Legal Separation Agreement signed by Judge with Property Settlement Agreement that outlines child support, alimony and any other outstanding debts.

If the parties have not officially filed for Divorce or Legal Separation then the following will be accepted. This will not work in a Community Property State to remove the requirement of the spouses credit report and debt to be included. We would need an executed divorce decree or legal separation agreement for that.

A document with both parties' signatures notarized that contains the following information:

- a. Spells out how subject property is being split including any funds to be paid or if purchase how marital residence is being handled.
- b. Spells out if there are kids and any child support.
- c. Spells out any alimony to be paid by either party.
- d. Spells out any debts that either party will be liable for that are not showing on their individual credit report.
- e. States if any other properties are owned jointly and how they will be handled.
- f. Contains a statement that an official agreement has not yet been filed. If an agreement has been filed, then it must be provided.