

Toni Pierce

From: Wayne Pierce
Sent: Tuesday, July 21, 2020 4:05 PM
To: Sales; Mortgage Support
Cc: Disclosures
Subject: Initial Disclosures
Attachments: Loan Officer Initial Disclsoure Instructions.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon. We are getting a lot of new file requests which is great. Keep up the GREAT WORK. Unfortunately we are having to send 80% of them back due to little things not being completed. Please watch the little things. Here are a few of the things that we are currently seeing that is slowing us down with the initials.

1. Credit report not uploaded to Image Flow
2. MI Quote not uploaded to Image Flow
3. Purchase Agreement not uploaded to Image Flow
4. Employment/and or Residential History not completed for 2 years
5. Service Provider not selected for Title Company Fees

I know we are all in a hurry, but the cleaner these files are when they are finalized the more efficient we can be. Thank you everyone for your assistance and please let me know if you have any questions or concerns. Keep up the great work and keep those loans coming in!

Thanks,

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

