



Understanding the Different PTF Conditions

PTF Conditions can be viewed in 4 different categories. Each category has its own level of importance and how it affects the loan based on purchasing, insuring and QC Audits. With this in mind, we are looking to break up the PTF Conditions under the following categories.

PTF UW – Must be reviewed and cleared prior to funding. These conditions effect the Credit, Income or Assets of the file.

PTF Compliance – These must be reviewed and cleared prior to funding. These conditions effect the compliance of the file.

PTF Sign at Closing – These are documents to be sent to the closing with the closing package. These have been reviewed by Underwriting or Compliance and just need to be signed.

PTF – These are general conditions that are used for the closer.

Examples of each

PTF UW – Corrected Appraisal, Water Test, Updated Paystub, Updated Asset Statements, Credit Supplements or documentation showing liens or collections cleared.

PTF Compliance – Corrected HOI, Proof of Delivery of URLA or LE/CD, Corrected HOI with borrower's name or Loan Number.

PTF Sign at Closing – LOX regarding assets, LOX regarding employment history, LOX regarding address on driver's license, Lead based paint disclosure to be executed by all parties, Flood Insurance Application to be completed and signed at closing.

PTF – Purchase Agreement Closing Date, Amount of verified Earnest Money, and Amount of Funds verified for Cash to Close.

New Process

The closers will use one of three funding authorizations when they send out the closing package. This is based on the type of file and if there are any PTF UW, PTF Compliance or PTF Sign at Close conditions outstanding at the time they send the Closing Disclosures out. Once the closing disclosures are sent out if the Funding Request requires Funding Authorization, then it will stand and that file will require Funding Authorization. Funding Conditions will not be reviewed until closing. This will save last minute reviews and rushes.