



**PLM Lender Services, Inc.**

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**NEW LOAN SUBMISSION FORM**

Date: \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

Loan No.: \_\_\_\_\_ Borrower Name: \_\_\_\_\_

Please put check marks by each item included and answer the questions below. Please note that there are items listed below that may not be required:

**ENCLOSED**

- \_\_\_\_\_ Check for prepaid interest/tax service fee/doc draw fee/impound/reserve/etc.
- \_\_\_\_\_ Original signed Promissory Note
- \_\_\_\_\_ Copy of signed Promissory Note (if single investor only). If original Note is not held by PLM, it is located at \_\_\_\_\_.
- \_\_\_\_\_ Copy of recorded/conformed/certified Deed of Trust
- \_\_\_\_\_ Impound Documents
- \_\_\_\_\_ If loan is NOT in 1<sup>st</sup> position, copy of Request for Notice of Default
- \_\_\_\_\_ Copies of Subordination Agreements / Assignment(s) of Deed of Trust if applicable
- \_\_\_\_\_ Copy of title insurance / title insurance policy to follow (please circle one)
- \_\_\_\_\_ Fire insurance Binder/Policy with PLM listed as Loss Payee. ***In addition, please include a copy of the 438 BFU / BU5550A / CP 12 18 06 07 Lenders Loss Payable Endorsement.***
- \_\_\_\_\_ Insurance Authorization
- \_\_\_\_\_ Contact form
- \_\_\_\_\_ Tax ID form
- \_\_\_\_\_ Signed PLM Servicing Agreement for **EACH** Lender (Please fill out in full)
- \_\_\_\_\_ Final HUD/Closing Statement
- \_\_\_\_\_ Preliminary Title Report
- \_\_\_\_\_ Loan Application/W-9 reflecting Social Security Number(s) or Tax Id Number(s)
- Yes / No Was an RE885 MLDS completed for this loan? If so, please provide a copy.
- Yes / No Were bilingual disclosures drawn for this loan?
- Yes / No Is this a high-cost mortgage pursuant to Federal regulations?
- Yes / No Is this a high-cost mortgage pursuant to California regulations?
- Yes / No Is this a business purpose loan? If so, please provide a copy.

IS THIS THE BORROWERS PRIMARY RESIDENT ADDRESS: YES \_\_\_\_ NO \_\_\_\_?

**Property Type:** \_\_\_\_\_ **Occupancy:** OWNER / TENANT/ VACANT **Loan Position:** \_\_\_\_\_

**If this is a junior lien, please provide the most recent statement of account for the senior lien.**

Additional Notes (if applicable-i.e., anything out of the ordinary that needs to be noted or if a different mailing address for the borrower is used other than the one listed on the loan application or deed of trust):

\_\_\_\_\_  
\_\_\_\_\_

New Loan Submitted by: \_\_\_\_\_