

Genesee County Metropolitan Planning Commission

Application for Lender
Single-Family Down Payment Assistance Loans

Instructions: Please return this completed application to:

**Genesee County Metropolitan Planning Commission
1101 Beach Street, Rm. 223
Flint, MI 48502**

Tel: 810-257-3010 Fax: 810-257-3185

Email: apinter@co.genesee.mi.us

Company Name: _____

Address: _____

Federal Identification Number: _____

Contact Person: _____

Title: _____

Phone/Fax/E-mail: _____

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. The lending institution is (check all that apply)
 - A state-chartered bank or national banking association
 - A federally chartered bank regulated by the Office of Thrift Supervision
 - A FHA Direct Endorsement approved mortgage lending institution
 - A FNMA or FHLMC approved seller/servicer
 - A VA-Automatic approved mortgagee
 - A RHS (formerly FmHA) approved mortgagee
 - A state or federal chartered credit union

NOTE: Please include copies of any approvals

2. Please indicate the date mortgage lending operations began: _____

3. Does your company have the ability to close AND service loans in its own name?
Yes No

4. In what exact name does your company:
 - a. Originate Loans _____
 - b. Underwrite Loans _____
 - c. Close Loans _____
 - d. Fund Loans _____
 - e. Deliver Loans _____

5. List all branches that will be originating loans for Genesee County NSP/DPA in Michigan. (Attach a second page if necessary.)

a. Name of Branch: _____

Address: _____

Phone/Fax/E-mail: _____

Manager: _____

b. Name of Branch: _____

Address: _____

Phone/Fax/E-mail: _____

Manager: _____

c. Name of Branch: _____

Address: _____

Phone/Fax/E-mail: _____

Manager: _____

6. Please indicate the approximate annual originations:

FHA \$ _____

VA \$ _____

RHS \$ _____

Conventional \$ _____

7. Please provide the names and titles of the principal officers of your Michigan lending institution: Name Title

8. Does your company have a net worth of at least \$250,000? Yes No
Submit a copy of your most recent available audited financial statements.

9. Does your company have errors and omissions insurance coverage of at least \$300,000?
 Yes No **Submit most recent copy of errors and omissions insurance coverage.**

10. Does your company have fidelity bond insurance coverage of at least \$300,000?
 Yes No **Submit most recent copy of errors and omissions insurance coverage.**

11. Are you presently licensed or registered under the Michigan Mortgage Brokers, Lenders, and Servicers Licensing Act (MCLA 445.1651 et seq.)? Yes No
If Yes, please submit a copy of your license or registration.
If No, please describe the exemption that applies to you:

12. Is your company a Michigan Corporation? Yes No
If Yes, include an original certified copy of your filed articles of incorporation, together with an original good standing certificate, both dated within thirty days (30) days of the date of this application.

If No, attach an original certified copy of your articles of incorporation filed in the state of your incorporation, together with an original certified copy of your Certificate of Authority to Transact Business in Michigan, both dated within thirty (30) days of the date of this application **OR** an original certified copy of your articles of incorporation filed in the state of your incorporation together with evidence from the primary federal regulator with whom you are approved.

13. Is your company a Michigan Corporation? Yes No
If Yes, include an original certified copy of your filed articles of incorporation, together with an original good standing certificate, both dated within thirty (30) days of the date of this application.

If No, attach an original certified copy of your articles of incorporation filed in the state of your incorporation, together with an original certified copy of your Certificate of Authority to Transact Business in Michigan, both dated within thirty (30) days of the date of this application **OR** an original certified copy of your articles of incorporation filed in the state of your incorporation together with evidence from the primary federal regulator with whom you are approved.

PLEASE INCLUDE THE FOLLOWING DOCUMENTS WITH THIS APPLICATION:

- A copy of the your company's most recent audited financial statements
- A copy of current errors and omissions insurance coverage
- A copy of current fidelity bond insurance coverage
- Copies of your FHA Direct Endorsement approval, VA Automatic approval, FHLBI Approval For Sale of 1st Residential Mortgages and/or FNMA/FHLMC approvals
- For Michigan Corporations, include an original certified copy of your Articles of Incorporation, together with an original good standing certificate, both dated within 30 days of this application **OR**
- If the company is not an Michigan Corporation, include an original certified copy of your Articles of Incorporation filed in the State of Incorporation, together with an original certified copy of your certificate of authority to Transact Business in Michigan and evidence your corporation is in good standing with the primary federal regulator for your industry, all dated within 30 days of the date of this application.