



## ACBN Broker Application Addendum

### INSTRUCTIONS FOR FHA LOAN CORRESPONDENT SPONSORSHIP

ACBN Regional Sales Manager: \_\_\_\_\_

Approved ACBN Company Name: \_\_\_\_\_

Approved ACBN Broker Name: \_\_\_\_\_

**Please provide the following documents & information:**

- \_\_\_\_\_ ACBN Broker Recertification (if not current)
- \_\_\_\_\_ Credit Report for all owners and brokers dated within 90 days or signed Credit Authorization Form (for ACBN to pull credit)
- \_\_\_\_\_ Copy of HUD Approval Letter
- \_\_\_\_\_ Roster of all employees eligible to originate and/or process FHA loans (the employer-employee relationship must meet all HUD Mortgagee requirements as set forth in the Title II Mortgagee Approval Handbook 4060.1, Rev-2, paragraphs 2-9(A, D, and G), 2-12(C) and 2-13; originators will be required to sign FHA Loan Originator Certification.)
- \_\_\_\_\_ Three FHA Lender References:

1. _____	_____	_____
Company	Rep Name	Phone
2. _____	_____	_____
Company	Rep Name	Phone
3. _____	_____	_____
Company	Rep Name	Phone

**Current Volume Statistics:**

- \_\_\_\_\_ Average # total transactions/month    \$\_\_\_\_\_ Average loan amount
- \_\_\_\_\_ % Conventional Loans    \_\_\_\_\_ % FHA Loans    \_\_\_\_\_ % Other
- \_\_\_\_\_ % FHA Purch's / Typical LTV:     Below 90%     90%-95%     >95%
- \_\_\_\_\_ % FHA R/T Refi's / Typical LTV:     Below 90%     90%-95%     >95%
- \_\_\_\_\_ % FHA C/O Refi's / Typical LTV:     Below 90%     90%-95%     >95%

**Send completed checklist and required documents to:**

Attn: Karen Lieb  
 American Capital Corporation  
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