



## NON-QM SUBMISSION CHECKLIST

In an effort to move your file through the process as expeditiously as possible, please provide the following documentation upon submission of the loan file.

NON-QM Requirements:	
<b>DSCR Purchase:</b>	
✓	Credit Report
✓	Purchase Contract – Signed and dated with all addendums, counteroffers
✓	Asset Statement – 1 month bank statement
<b>DSCR Refinance:</b>	
✓	Credit Report
✓	Assets if funds are required for closing
<b>Bank Statement Loan Purchase:</b>	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system from <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Purchase Contract – Signed and dated with all addendums, counteroffers
✓	Asset Statements: 12 or 24 months based on program
✓	Income Calculation completed via Prudent AI
✓	Self-Employed Business Narrative Form completed (if self-employed)
<b>Bank Statement Loan Refinance:</b>	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system via <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Asset Statements: 12 or 24 months based on program
✓	Income Calculation completed via Prudent AI
✓	Self-Employed Business Narrative Form completed (if self-employed)
<b>1099 Purchase:</b>	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system from <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Purchase Contract – signed and dated with all addendums, counteroffers
✓	Asset Statements: 2 months
✓	Most recent 1099
✓	Self-Employed Business Narrative Form completed
<b>1099 Refinance</b>	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system from <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Asset Statements: 2 months
✓	Most recent 1099
✓	Self-Employed Business Narrative Form completed
<b>Asset Utilization Purchase:</b>	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system from <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Purchase Contract – signed and dated with all addendums, counteroffers
✓	Asset Statements: 6 months

NON-QM Requirements:	
Asset Utilization Refinance:	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system from <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Asset Statements: 6 months
P&L Purchase:	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system from <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Purchase Contract – signed and dated with all addendums, counteroffers
✓	Asset Statements: 2 months
✓	CPL signed and dated 12 months P&L
✓	Self-Employed Business Narrative Form completed
P&L Refinance:	
✓	Copy of the borrower's Tri-Merge Credit Report
✓	Fully executed Initial Disclosure package signed by all parties that was sent through our system from <a href="mailto:mortgage.disclosures@fcmtpo.com">mortgage.disclosures@fcmtpo.com</a>
✓	Asset Statements: 2 months
✓	CPL signed and dated 12 months P&L
✓	Self-Employed Business Narrative Form completed



**2100 W. PLEASANT GROVE BLVD.  
SUITE 100  
PLEASANT GROVE, UT 84062  
801-226-7456 | [fcmtpo.com](http://fcmtpo.com)**

© 2024 First Colony Mortgage Corporation. NMLS #3112. Products, pricing, terms, and/or conditions expressed herein are accurate as of the date of publication and subject to change without notice. Refer to current product guidelines on [FCMTPO.com](http://FCMTPO.com) for most up-to-date requirements. This is not a commitment to lend. All loans subject to review and approval in accordance with applicable eligibility and regulatory requirements. Please contact your designated Account Executive for assistance. This information is intended for real estate use and not intended for consumer distribution.



## KEY INFORMATION

### FCM TPO Loss Payee

First Colony Mortgage Corporation ISAOA/ATIMA  
2100 W Pleasant Grove Blvd, Suite 100  
Pleasant Grove, UT 84062

### Title Insurance Requirements

- Transaction Specific Closing Protection Letter
- Wiring Instructions on Agent's Letterhead
- Title Commitment within 60 days of funding
- 24 month chain of Title
- Copy of plat map/plat survey
- Alta 8.1 & Alta 9 required on all loans

FCM TPO FEES				
Fee Name	Conventional & Jumbo	Government (FHA/VA/USDA)	Streamlines	Non-QM
Tax Service	\$70	\$0	\$0	\$70
Flood Cert	\$7	\$7	\$7	\$7
Attorney Review Fee - TX	\$225	\$225	\$225	\$225
Lender Fee - Broker (Underwriting or Commitment or Application or Admin or Loan Origination – as applicable by state)	\$1,220	\$1,220	\$695	\$1,645
Purchase Fee - NDC1	\$1,095	\$1,095	\$695	\$1,495
Purchase Fee - NDC2	\$895	\$895	\$695	N/A
Purchase Fee - NDC3	\$795	\$795	\$695	N/A



2100 W. PLEASANT GROVE BLVD.  
SUITE 100  
PLEASANT GROVE, UT 84062  
801-226-7456 | fcmtpo.com

© 2024 First Colony Mortgage Corporation. NMLS #3112. Products, pricing, terms, and/or conditions expressed herein are accurate as of the date of publication and subject to change without notice. Refer to current product guidelines on FCMTPO.com for most up-to-date requirements. This is not a commitment to lend. All loans subject to review and approval in accordance with applicable eligibility and regulatory requirements. Please contact your designated Account Executive for assistance. This information is intended for real estate use and not intended for consumer distribution.