



CLEARPOINT FUNDING

Serving to the Finish Line

YOUR ACCOUNT EXECUTIVE

Name: Phone: Email:

YOUR CLIENT LIAISON

Name: Phone: Email:

WHOLESALE MORTGAGE DIVISION: CONTACT US

Website: <http://wholesale.clearpointfunding.com>
Phone: 877.937.4887
New Customers: brokerapproval@clearpointfunding.com
Submission Team: submissions@clearpointfunding.com
Closing Department (Non-TX): closer@clearpointfunding.com
TX Closing Dept: txcloser@clearpointfunding.com
Closing Coordinator: 877.937.4887 extension 7991
Rate Lock: ratelock@clearpointfunding.com

MISCELLANEOUS INFORMATION

ClearPoint Funding Fees: \$800 (\$500 for FHA Streamline)
FHA Sponsorship # : 2759600027
Rate Lock Hours of Operation: 10:30am-6:30pm Eastern. Extensions need to be submitted by **4:30pm** for same day processing.
Broker Support: brokersupport@clearpointfunding.com or Your AE
Underwriting Help Desk: UWhelp@clearpointfunding.com
FHA Case File Request: casefilerequest@clearpointfunding.com

For a COMPLETE User Guide to Working with Avista Solution

Log onto our website at <http://wholesale.clearpointfunding.com>
Under the Resource Section, select the Guide to Working with ClearPoint Funding.
This document will provide instructions on how to **UPLOAD** your file for **DISCLOSURES** as well as **SUBMITTING** your loan for **UNDERWRITING**.

CONDITIONS

Log into our website and upload your conditions to be reviewed by our Underwriting Team.

CLOSING GUIDELINES

- Loans must be Clear to Close in order to submit a closing request.
- Closings must be scheduled 48 hours from when closing request is made; request after 3 p.m. to be considered as the next business day. Exceptions only considered on a case by case basis.
- Closing Email, excluding TX: closer@clearpointfunding.com
Texas Only: txcloser@clearpointfunding.com

HAZARD INSURANCE

ClearPoint Funding requires a copy of your borrower's Homeowner's Hazard Insurance policy with the loss payee clause:

Loss Payee:
ClearPoint Funding, Inc.
ISAOA/ATIMA
46 Lizotte Drive
Marlborough MA 01752

PRICING AND PRODUCT GUIDELINES

- Call your Account Executive or view our products/forms on our website for information.
→ <http://wholesale.clearpointfunding.com/guidelines.aspx>
- For Pricing visit our website @ <http://wholesale.clearpointfunding.com>
- Rate lock extensions are available in your Avista file under Lock Extensions.
- Current response times for rate lock requests are as follows:
 - New Lock Request: 1 hour
 - Final Lock Review: Same day when submitted by 3:00PM EST
 - Lock Extensions: Same day when submitted by 4:30PM EST

TITLE COMMITMENT GUIDELINES

- Property address must be on the title commitment
- Borrower's names must be consistent with the loan documents
- Title insurer must be authorized (licensed if necessary by state law) to transact business in the state where property is located
- Title commitment can not be more than 60 days old when closing documents are drawn
- Proposed insured to read: ClearPoint Funding, Inc. ATIMA and/ or ISAOA, 46 Lizotte Drive, Marlborough MA 01752
- Title policy must insure ClearPoint Funding in first position
- Insured amount must be equal to or greater than loan amount
- Title endorsement must be ordered with a preliminary title commitment
- Wiring instructions are required to approve attorney prior to closing

APPRAISAL REQUIREMENTS

- Appraisals must be ordered through the appraisal management company affiliated with ClearPoint Funding
- Appraisals can be ordered in Avista under Quick Links OR by visiting: <http://clearpoint.inhouseusa.com/tandem/>
- NOTE:** For transferred appraisals (permitted for FHA Only), it is acceptable for the initial lender's name to be reflected on the appraisal; however, a transfer letter will be required (i.e. FHA does not require for the lender reflected on the original appraisal to be changed into our name). **IMPORTANT:** A ClearPoint Funding DE Underwriter will review the original appraisal as provided from the initial lender to determine if it is acceptable collateral as required by HUD. A Conditional Commitment issued by the first lender's DE Underwriter is not transferable and may not be utilized or considered by ClearPoint Funding.