

*Mortgage Warehouse Lending  
32 New Amwell Road  
Hillsborough, NJ 08844  
ph. 973-358-2148*

## MORTGAGE WAREHOUSE LINE OF CREDIT APPLICATION

COMPANY NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
DBA NAME (S): \_\_\_\_\_  
ADDRESS: Street: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
MAIN CONTACT NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
TITLE: \_\_\_\_\_ TELE. #: \_\_\_\_\_ FAX#: \_\_\_\_\_  
AMOUNT REQUESTED: \$ \_\_\_\_\_  
PURPOSE: (new/additional/replacement) \_\_\_\_\_  
DATE COMPANY ESTABLISHED: \_\_\_\_\_ STATE OF INCORPORATION: \_\_\_\_\_  
TYPE OF ENTITY: \_\_\_\_\_ FED. TAX I.D. #: \_\_\_\_\_  
(e.g., C Corp., S Corp., Partnership, Limited Partnership, LLC, Sole Proprietorship)  
PARENT COMPANY: (If any) \_\_\_\_\_

### AGENCY APPROVALS

VA#	_____	Automatic (Y/N):	_____
FHA/HUD#	_____	Direct Endorsement (Y/N):	_____
FNMA#	_____		
FHLMC#	_____		
GNAMA#	_____		

### STATE LICENSES (Please list or provide NMLS listing)

### APPROVED TAKE-OUT INVESTORS (Please list five current most active)

- |   |                      |
|---|----------------------|
| 1. Name: _____                              | Contact/email: _____ |
| Address: _____                              | Tele. #: _____       |
| Annual Volume: _____                        | Product Type: _____  |
| Approved for delegated underwriting? Yes No |                      |
| 2. Name: _____                              | Contact/email: _____ |
| Address: _____                              | Tele. #: _____       |
| Annual Volume: _____                        | Product Type: _____  |
| Approved for delegated underwriting? Yes No |                      |

3. **Name:** \_\_\_\_\_ **Contact/email:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Tele. #:** \_\_\_\_\_  
**Annual Volume:** \_\_\_\_\_ **Product Type:** \_\_\_\_\_  
**Approved for delegated underwriting? Yes No**

4. **Name:** \_\_\_\_\_ **Contact/email:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Tele. #:** \_\_\_\_\_  
**Annual Volume:** \_\_\_\_\_ **Product Type:** \_\_\_\_\_  
**Approved for delegated underwriting? Yes No**

5. **Name:** \_\_\_\_\_ **Contact/email:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Tele. #:** \_\_\_\_\_  
**Annual Volume:** \_\_\_\_\_ **Product Type:** \_\_\_\_\_  
**Approved for delegated underwriting? Yes No**

- Has the company had to repurchase or indemnify an investor on a loan in the past three years.? \_\_\_\_\_ (If yes, please explain in a separate letter.)
- Do you have delegated underwriting privileges with any investors or with a private mortgage insurer? \_\_\_\_\_ If yes, please list the name(s):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Has the company ever been denied approval, suspended or terminated by HUD/VA/GNMA/FHLMC/FNMA, any investor or private mortgage insurer? \_\_\_\_\_ (If yes, please explain in a separate letter.)
- Has the company had any substantial adverse findings with respect to mortgage originations, operations and/or servicing from an audit or examination by a regulatory agency, within the last three (3) years? \_\_\_\_\_ (If yes, please explain in a separate letter.)
- Has the company or any of its officers ever been involved in bankruptcy, insolvency, made assignment for benefit of creditors, or been convicted of a felony offense? \_\_\_\_\_ (If yes, please explain in a separate letter.)
- Is the company or any of its officers a defendant in any current or pending litigation? \_\_\_\_\_ (If yes, please explain in a separate letter.)
- Is the company or any of its principal or officers involved in other industry related business? (e.g. Real Estate, Appraisal, Title Insurance, Attorney, Closing, etc.) \_\_\_\_\_ (If yes, please explain in a separate letter.)
- Please list any industry related organizations, memberships or affiliations in which the company is currently active (i.e. State MBA):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### BRANCH LOCATIONS *(Please list or provide schedule)*

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### STAFFING *(Number of employees by function)*

Originations	_____	Secondary	_____
Processing	_____	Accounting	_____
Underwriting	_____	Servicing	_____
Closing	_____	Other	_____
Post closing/Delivery	_____	Total	_____

### OWNERS AND MANGAGERS *(Please list all that apply)*

Chief Executive Officer:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
CFO/Controller:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Operations Manager:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Chief Financial Officer:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Sales/Originations:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Secondary Marketing:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Servicing:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Quality Control :	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Underwriting:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Closing:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Post Closing/Delivery:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____
Compliance:	Name: _____	Title: _____	Tele. #: _____	Ownership %: _____

Please list all other owners (more than 5% ownership) not otherwise listed above:

Name: \_\_\_\_\_ Ownership %: \_\_\_\_\_

Affiliation: \_\_\_\_\_ Tele. #: \_\_\_\_\_

Name: \_\_\_\_\_ Ownership %: \_\_\_\_\_

Affiliation: \_\_\_\_\_ Tele. #: \_\_\_\_\_

Name: \_\_\_\_\_ Ownership %: \_\_\_\_\_

Affiliation: \_\_\_\_\_ Tele. #: \_\_\_\_\_

**LOAN PRODUCTION** (Please list closing volume for the past three years and current YTD)

	YTD	Year Ending	Year Ending	Year Ending
	As of	202__	202__	202__
Type	Number/Amount	Number/Amount	Number/Amount	Number/Amount
Conventional	_____/ \$	_____/ \$	_____/ \$	_____/ \$
Jumbo	_____/ \$	_____/ \$	_____/ \$	_____/ \$
FHA/VA	_____/ \$	_____/ \$	_____/ \$	_____/ \$
Seconds	_____/ \$	_____/ \$	_____/ \$	_____/ \$
Non-QM	_____/ \$	_____/ \$	_____/ \$	_____/ \$
Total	_____/ \$	_____/ \$	_____/ \$	_____/ \$

- What percentage of closings in the most recent fiscal year and current YTD were wholesale or third-party originations?

\_\_\_\_\_

- What percentage of closings in the most recent fiscal year and current YTD were purchase vs. refinance originations?

\_\_\_\_\_

- Loan Origination System (LOS) \_\_\_\_\_

- How did you hear about Provident Bank? \_\_\_\_\_

- How are loans generated? \_\_\_\_\_

- Where do you get your leads? \_\_\_\_\_

### SERVICING (Please list residential mortgage loans serviced or sub-serviced)

Type	YTD As of Number/Amount	Year Ending 202__ Number/Amount	Year Ending 202__ Number/Amount	Year Ending 201__ Number/Amount
FNMA	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____
FHLMC	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____
GNMA	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____
Private	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____	_____/ \$ _____
<b>Total</b>	<b>/ \$ _____</b>	<b>/ \$ _____</b>	<b>/ \$ _____</b>	<b>/ \$ _____</b>

- Do you retain servicing? If Yes, what percentage? \_\_\_\_\_%
- Is any of the servicing portfolio financed or pledged? \_\_\_\_\_ (If yes, please indicate secured party(s): \_\_\_\_\_)

- Have servicing rights been purchased or sold in any of the last three years? \_\_\_\_\_ (If yes, please provide details in a separate letter)
- Is the servicing sub-serviced? \_\_\_\_\_ If yes, by whom: \_\_\_\_\_

### INSURANCE

- Please indicate the dollar amount of errors and omissions and fidelity bond coverage:
 

Fidelity Bond	\$ _____	Insurer _____
E & O	\$ _____	Insurer _____
General Liability	\$ _____	Insurer _____
- Are any officers or employees excluded from the above insurance coverage? \_\_\_\_\_ (If yes, please explain in a separate letter.)

### REFERENCES/OTHER WAREHOUSE PROVIDERS

- Please list other current warehouse line relationships:

Lender: \_\_\_\_\_ Contact/Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_ Pledged Funds: \_\_\_\_\_  
 Relationship Start Date: \_\_\_\_\_ Line Size: \_\_\_\_\_  
 Type of Line:    Repo                      LOC  
 Minimum Net Worth Covenant                      Maximum Leverage Ratio  
 Minimum Liquidity Covenant                      Non-Use Fee?    Yes                      No

Lender: \_\_\_\_\_ Contact/Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_ Pledged Funds: \_\_\_\_\_  
 Relationship Start Date: \_\_\_\_\_ Line Size: \_\_\_\_\_  
 Type of Line:     Repo                      LOC  
 Minimum Net Worth Covenant                      Maximum Leverage Ratio  
 Minimum Liquidity Covenant                      Non-Use Fee?   Yes              No

Lender: \_\_\_\_\_ Contact/Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_ Pledged Funds: \_\_\_\_\_  
 Relationship Start Date: \_\_\_\_\_ Line Size: \_\_\_\_\_  
 Type of Line:     Repo                      LOC  
 Minimum Net Worth Covenant                      Maximum Leverage Ratio  
 Minimum Liquidity Covenant                      Non-Use Fee?   Yes              No

- Are you in compliance with the above Lenders (if no, please explain)?

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

- Are there other warehouse applications pending? If so, with whom?

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

- Please list bank references for depository or other credit relationships:

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Contact</u>	<u>Email</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

- Please list bank references for depository or other credit relationships:

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Contact</u>	<u>Email</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

- Please list bank references for depository or other credit relationships:

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Contact</u>	<u>Email</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

## NOTICE TO APPLICANT

These are important disclosures for your application. A copy is provided in a form you can keep on the last page of the application package. The undersigned person(s), individually are herein after referred to collectively as the "Signer" and are signing this document on behalf of the above Applicant (Borrower) and/or Co-Applicant (Co-Borrower) herein after collectively referred to as "Applicant"; Provident Bank is herein after referred to as "Bank".

## IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT

To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each Signer who opens an account for an Applicant. What this means for the Signer and Applicant: When the Signer opens an account, the Bank will ask for the Signer's name, date of birth, and other information that will allow the Bank to identify the Signer. The Bank may also ask to see the Signer's driver's license or other identifying documents. By signing below, each Signer declares that he/she has read and understands the statement above.

## EQUAL CREDIT OPPORTUNITY ACT NOTICE

If your application for business credit is denied, you have the right to a written statement of the specific reasons for the denial. To obtain the statement, please contact, in writing, Provident Bank, Mortgage Warehouse Lending Department, 32 New Amwell Road, Hillsborough, New Jersey 08844, (973) 358-2148, within 60 days from the date you are notified of our decision. We will send you a written statement of reasons for the denial within 30 days of receiving your request for the statement. NOTICE: The Federal Equal Credit Opportunity Act prohibits creditors/bank from discriminating against Applicants on the basis of race, religion, national origin, sex, marital status, age (providing the Applicant has the capacity to enter into a binding contract), because all or part of the Applicant's income derives from any public assistance program, or because the Applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this Bank is: FDIC Consumer Response Center, 1100 Walnut Street, Box 11, Kansas City, Missouri 64106.

## ELECTRONIC COMMUNICATION

The Bank has the option to send communications electronically regarding your loan application, unless otherwise requested by the Applicant.

## APPLICANT/SIGNER AUTHORIZATION AND SIGNATURE

By signing below, Signer, on behalf of the Applicant, acknowledges and agrees that the statements made in this application, and in any accompanying financial statements and schedules, are true and correct as of the date given below. Signer acknowledges that representations made in this application will be relied on by the Bank to determine Applicant's creditworthiness and, therefore, Signer authorizes Bank to make all inquiries Bank deems necessary and appropriate to verify the accuracy of the information contained herein, including making inquiries of Applicant's vendors, financial institutions, and consumer and business credit reporting agencies. Signer authorizes any person or consumer reporting agency to provide Bank with any information it may have relating to the Applicant and Signer. Signer will promptly notify Bank of any subsequent changes which would materially affect accuracy of the statements made in this application. Signer is aware that any knowing or willful false statements made for purposes of influencing the actions of the Bank can be a violation of federal law and may result in a fine or imprisonment or both. Signer, on behalf of the Applicant, acknowledges that Signer has received a separate copy of The Equal Credit Opportunity Act Notice. Signer agrees that the proceeds of the loan applied for will be used for business purposes only, and not for personal, family or household purposes, and that this application is not a commitment by the Bank to lend. Signer hereby acknowledges that Bank will obtain a consumer credit report concerning Signer.

Signer further authorizes the Bank to obtain balance and payoff information on all accounts requiring payoff as a condition of granting credit. The Signer authorizes any creditor contacted by the Bank to release and provide to the Bank any credit information that the Bank may request about the Applicant and about the Signer as individuals, including without limitation, any business or consumer account balances and payoff information for any accounts that may be paid off.

By signing below, each Signer declares that he/she has read and understands the statements above.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

## Instructions for Submitting a Mortgage Warehouse Loan Application

**The Bank typically requires receipt of the following documents and information to start processing your application:**

- ☐ Signed and completed Mortgage Warehouse Line of Credit Application.
- ☐ Audited financial statement for the last three (3) fiscal year-ends.
- ☐ Management prepared interim financial statements for the quarter most recently ended.
- ☐ Personal Financial Statement completed, signed and dated for all individual borrowers or owners with greater than 20% ownership interest. Bank or investment statements evidencing proof of liquidity may be required.
- ☐ Personal Tax Returns: Last 2 years signed, including all schedules for all individual borrowers or owners with greater than 20% interest (including all K-1 statements for businesses identified on Schedule E and all supporting statements attached to the return).
- ☐ Corporate resume or narrative describing history and general scope of operation.
- ☐ Resumes of principals and key managers.
- ☐ List of any preferred stockholders.
- ☐ Copies of Agency Approvals (e.g. HUD/FHA, VA, FNMA, FHLMC, GNMA).
- ☐ Declaration pages to Fidelity Bond and Errors and Omissions Insurance policies. Evidence of Commercial General Liability Insurance.
- ☐ Copy of Quality Control procedures with most recent report to management of findings.
- ☐ Articles of Incorporation and By-Laws or Certificate of Formation and Member's Agreement if LLC.
- ☐ Copy of legal agreements between company and its parent/affiliates/shareholders.
- ☐ Certificate of Good Standing, dated less than 90 days old.
- ☐ Investors report cards showing performance with those investors.
- ☐ State Driver's license with picture for each guarantor, provide copy of front and back.
- ☐ List of Third-Party Originators if you accept broker originations.
- ☐ Current copies of Warehouse Inventory reports with existing warehouse lenders.
- ☐ Letter addressing any items in application which requires further explanation.

## RETAIN FOR YOUR RECORDS NOTICE TO APPLICANT

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