

MSK Enterprises (Loan Signing Documents) Checklist

Name of Borrower(s) _____ Date _____

Email _____

Phone _____

Loan Officer Mailing Address: _____

Return Shipping (pre-paid) included with documents? Yes No

(Two) Right to Cancel Forms? Yes No **Rescission Period (Ends) date** _____

List Documents to be notarized:

- | | |
|----------|-----------|
| 1) _____ | 8) _____ |
| 2) _____ | 9) _____ |
| 3) _____ | 10) _____ |
| 4) _____ | 11) _____ |
| 5) _____ | 12) _____ |
| 6) _____ | 13) _____ |
| 7) _____ | 14) _____ |

Documents Included In Loan Package: *(please check all that apply)*

- | | |
|--|---|
| <input type="checkbox"/> Addendum to Residential Loan Application | <input type="checkbox"/> Assignment of Ownership Documents |
| <input type="checkbox"/> Address Certification | <input type="checkbox"/> Assignment of Proprietary Lease |
| <input type="checkbox"/> Affidavit of Occupancy | <input type="checkbox"/> Anti-Coercion Statement |
| <input type="checkbox"/> Affidavit Death of Spouse | <input type="checkbox"/> Authorization to Re-verify |
| <input type="checkbox"/> Affidavit Continuous Marriage | <input type="checkbox"/> Automatic Drafting Authorization |
| <input type="checkbox"/> Affidavit of Death of Joint Tenant | <input type="checkbox"/> Billing Rights |
| <input type="checkbox"/> Affidavit of Death of Spouse Survivorship | <input type="checkbox"/> Borrower Credit Program Disclosure |
| <input type="checkbox"/> Affidavit of No Debts/Liens | <input type="checkbox"/> Borrower's Affidavit |

(Continued) Documents Included In The Loan Package: (please check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Affidavit of Payment of Taxes | <input type="checkbox"/> Borrower's Certification and Authorization |
| <input type="checkbox"/> Affidavit of Settlement Agent | <input type="checkbox"/> Borrower's Disbursement Authorization |
| <input type="checkbox"/> Affidavit to Affirm Conveyance | <input type="checkbox"/> Borrower's Income Certification |
| <input type="checkbox"/> Affiliated Business Arrangement Disclosure | <input type="checkbox"/> Certificate of Loans to One Borrower |
| <input type="checkbox"/> Aggregate Analysis Trial Balance | <input type="checkbox"/> California Per Diem Interest Disclosure |
| <input type="checkbox"/> Aggregate Escrow Accounting Disclosure | <input type="checkbox"/> Certification of Trust |
| <input type="checkbox"/> Agreement for the Arbitration of Disputes | <input type="checkbox"/> Claim of Lien |
| <input type="checkbox"/> Appraisal Disclosure | <input type="checkbox"/> Commitment Letter |
| <input type="checkbox"/> Assignment – General Request for Special Notice | <input type="checkbox"/> Compliance Agreement |
| <input type="checkbox"/> Aggregate Analysis Trial Balance | <input type="checkbox"/> Certificate of Trust |
| <input type="checkbox"/> Assignment of Deed of Trust | <input type="checkbox"/> Deed of Trust |
| <input type="checkbox"/> Error and Omissions Compliance Agreement | <input type="checkbox"/> Escrow Instructions |
| <input type="checkbox"/> Fair Lending Notice | <input type="checkbox"/> Fair Credit Reporting Act |
| <input type="checkbox"/> FHA/Government Loans | <input type="checkbox"/> First Payment Notice to Borrower |
| <input type="checkbox"/> Hazard Insurance Authorization and Notification of Requirements | |
| <input type="checkbox"/> Hold Harmless Letter | <input type="checkbox"/> Impound Authorization |
| <input type="checkbox"/> Lead-Based Paint and Lead Based Hazards Disclosure Acknowledgement | |
| <input type="checkbox"/> Loan Document Worksheet | <input type="checkbox"/> Notice to Borrower of Property Not In A Special Area |
| <input type="checkbox"/> Property Inspection Report | <input type="checkbox"/> Privacy Notice |
| <input type="checkbox"/> Request for Taxpayer Identification Number and Certification | |
| <input type="checkbox"/> Request for Copy or Transcript of Tax Form | <input type="checkbox"/> Right of Financial Privacy Act of 1978 |

