Brighten Lending Partner's Tier 1/ Tier 2
Procedural Flow - Revision 10 Sept 2008

Partner to have signed 1003/1008/Authorization/GFE/ Tri-merge Credit & Purchase Contract or Appraisal to submit loan

All loans requires Partner to run loan through AU system:
DO/LP/ Assetwise or Zippy

For Partners that do not have Processor/Underwriter on staff - submit required file documentation to LoansByDezign to do centralized processing-
All FHA must be processed by LoanByDezign

Confirm pricing on day of lock- verify through Brighten Price Desk- (Pricing Engine coming soon)

Access to AU Engines- DO/ LP through Zippy and Assetwise is set up by Brighten. FHA approvals are run by LoansByDezign- submit direct

Complete loan file and required supportive documentation submitted to Brighten for file review/ final approval
File can be uploaded through website or email-
FHA Loans require Original file

Loans Locked by Fax upon loan approval (with minimum of AU approval- will consider 25 day locks for Tier

Prior to ordering Appraisal- Recommend verify Appraiser is not on Exclusionary list- verify Zippy/ All FHA Loans must have approved FHA Appraiser

Conforming Agency loans can be submitted to MGIC for underwriting approval- (Your fees will $200 less) They will issue approval with Final clear to doc/close issued by Brighten

Once loan is ready for Final Approval, upload loan through Brighten website or email with FNMA 3.2 file- Original to Brighten or LoansByDezign

Partner Client can submit Appraisal prior to file to have Property Appraisal validated by AVM and/or Review

Satisfy PTD's conditions to medium that issued approval- MGIC/ LoansByDezign/ Brighten

Tier 1 Partner can draw docs after being set up on Brighten's Doc sytem and having initial 5 loans loan docs cleared by Brighten

Partner or Brighten to Draw docs and sign docs (Loan must be Locked)

Partner to gain access to pipeline and loan status through ProLender. Also can be set up to draw Docs through Brighten

Verify with Brighten or LoansByDezign that final Clear to Close Issued-
Upon receipt of the completed Doc Order form and Estimated-HUD-1, loan docs are to be drawn

Brighten must run final Q.C. Check-submit file/Appraisal for final Clear to Close

Closing Agent Sends Closed Loan direct to Brighten Lending- Estimated Hud-1 prior to Docs and HUD-1 signed must match

Funding Request must be submitted 48 Hours prior to funding- all Funding to be scheduled by Brighten

Wet Funding States- Must have Closing Agent Approved Prior & Closing Protection Ltr with Good Funds Instruction Notice completed/signed

All Tier 1/ Tier 2 Partners agree to conduct 11 point Q.C. check on loan or have Brighten run check-

Recommend complete prior to Docs

Correct Final Hud-1 and Deed recording Info received

Brighten Lending issues final Broker YSP- within 48 hours