



AVENTINE FUNDING

REAL ESTATE FINANCING SERVICE

Minimum Requirements for Broker File Submission

These are the minimum requirements for a loan to begin the underwriting process with Aventine Funding. Please keep in mind that there will likely be more documents requested by Aventine Funding during the underwriting process. Please make your package submission as complete and organized as possible. This will save you, your client and Aventine Funding time and money.

- **Aventine Broker Submission Form** – FULLY completed by broker
- **1008**
- **1003** – FULLY completed
- **GFE and TIL** (if residential property)
- **Credit Report** – Tri-merge (Must be less than 45 days old)
- **Preliminary Title Report** – IF current is available
- **Appraisal** – If current appraisal available (Less than 90 days old) – Including: 2 interior and exterior photos and copy of appraiser's license
- **Purchase Contract** – IF purchase

Once a complete package has been put together, please stack in the above order and email to broker@aventinefunding.com or fax to 415-287-7822. Incomplete submissions will be discarded. Questions can be sent to broker@aventinefunding.com or directed to 415-839-8444.

Letter of Explanation

Please do not overlook the importance of the Letter of Explanation. We will need to clearly establish the benefit to the borrower of placing the proposed financing in place and how they are proposing to service and pay off the proposed debt.

Some of the key elements that should be included are:

- What are the time constraints affecting this deal?
- Why are you seeking private funds for the proposed financing?
- Has the borrower been turned down by other lenders on this proposed financing? If so, who and why?
- If this is a purchase, how much cash will the borrower be coming in with? (This is actual cash, not seller financing)
- If a cash out refinance, what specifically will the cash be used for?
- How will this loan benefit the borrower?
- How does the borrower plan on servicing the proposed debt?
- How does the borrower plan on paying off the proposed debt?

More information is better, so please be as thorough as possible. Submit this letter along with the other items found on the Minimum Requirements for File Submission (www.aventinefunding.com/broker/).

Aventine Funding Loan Submission Form

Send complete packages to:

broker@aventinefunding.com

415-287-7822 Fax

PO Box 29292, San Francisco, CA 94129 Attn: Priority Submission

BROKER INFORMATION

Date Submitted: _____ Broker Name: _____

Company Name: _____ DRE / CFL Lic: _____

Address: _____ City, State, Zip _____

Phone: _____ Fax: _____ Email: _____

BORROWER INFORMATION

Borrower Name: _____ Est. Close Date: _____

Property Address: _____

City, State, Zip: _____

PROPOSED LOAN DETAILS

Type:	Prop Type:	Check One:	Term:	
<input type="checkbox"/> Purchase <input type="checkbox"/> Refinance <input type="checkbox"/> Cash-out	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Land <input type="checkbox"/> Mixed Use <input type="checkbox"/> _____	<input type="checkbox"/> Owner Occ <input type="checkbox"/> Investment <input type="checkbox"/> 2 nd Home <input type="checkbox"/> _____	6 – 36 Months: _____	All Loans are Interest Only with NO Pre-Payment Penalty

REQUIRED DOCUMENTS

- Letter of Explanation** - See (www.aventinefunding.com/broker/)
- 1008**
- 1003** – FULLY completed
- GFE and TIL** (if residential property)
- Credit Report** – Tri-merge (Must be less than 30 days old)
- Preliminary Title Report** – IF current is available
- Appraisal** – If current appraisal available (Less than 90 days old) – Including: 2 interior and exterior photos and copy of appraiser’s license
- Purchase Contract** – IF purchase
- Complete Schedule of Real Estate Owned** – Can be in completed 1003