

## Thank You For Choosing Liberty Mortgage Corporation

### Overview

- LMC is a Subsidiary of BB&T Financial, FSB. BB&T was founded in 1872.
- BB&T is among the largest financial holding companies in the Nation with assets over \$140 billion.
- BB&T is based in Winston Salem, NC with offices in several Mid-Atlantic and Southeastern states.
- Liberty Mortgage Corporation has been in business since 1958.
- LMC products include Conventional, FHA and VA mortgages.
- Wholesale Lending Division has representation in numerous states across the country.
- LMC's home office is in Norcross, GA where the Sales, Operations, Underwriting, Closing and Administrative offices are located.
- BB&T, our parent company, services loans for various secondary market investors including FHLMC, FNMA, GNMA in addition to our portfolio products.

Additional information regarding the corporation can be obtained by calling 770-936-3250 or 800-940-4032.

***LMC Values Broker Relationships  
And Appreciates Business Generated  
Through Our Business Partners.***

## LMC Broker Approval Requirements

### Complete LMC Broker Package

- Agreement
- Company Information
- Branch Information
- Reference Information

**Note:** Must include scorecard (production summary) from three lenders. Info must also contain pull through and delinquency data.

- Board of Directors Information if applicable
- Information Disclosure Authorization

**Notes:** 1) One for each principal who owns a minimum of 25% interest in the company. If multiple owners, the lowest score will be used for approval. 2) Not required if audited net worth is over \$1 million.

- Questions Form
- Affiliate Relationship Information
- Repurchase Information
- W-9
- Distribution Consent Form
- Any other documentation which may be required by LMC in the course of approval process.

### Also Include:

- Copies Of Applicable Licenses And Designations
- **Financial Reports:** (net worth of \$25,000 is required)

Most recent two years Balance Sheets and Profit & Loss statements. Must be signed and dated by principal.

**Notes:** 1) If company has been in business between one and two years, one year's financials are acceptable. 2) If financial reports are unaudited, a current VOD or most recent bank statement for the company must be included. 3) If audited financials are older than 6 months, a YTD balance sheet plus a VOD or recent bank statement must be included.

- Resumes for principals and processors

**Note:** Must indicate sufficient industry experience

- Complete listing of employees including job positions and phone numbers
- Quality Control Procedures
- Fraud Prevention Procedures
- Any other information which supports approval
- Submit complete package to Liberty Mortgage Corporation

Attn: Herb Palmertree, First Vice President

3720 Davinci Court, Suite 150 Norcross GA 30092

## Company Information

Legal Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

State Incorporated: \_\_\_\_\_ Federal Tax ID#: \_\_\_\_\_

Company Established: \_\_\_\_\_ MERS ID#: \_\_\_\_\_

Proprietorship \_\_\_\_\_ Corporation \_\_\_\_\_

Type Ownership: Partnership \_\_\_\_\_ LLC \_\_\_\_\_

Number of Corp. Officers: \_\_\_\_\_ Total Employees: \_\_\_\_\_

### PRINCIPALS: (please print)

Name	Title	Social Security Number	Ownership %

Primary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

### LICENSING

How are you Licensed: (circle one) Mortgage Broker or Mortgage Banker

State	License Number	Expiration Date

## Company Information

AGENCY APPROVALS		
AGENCY	DATE APPROVED	ID NUMBER
FHA		
VA		
FNMA		
FHLMC		
GNMA		

### APPROXIMATE ANNUAL PRODUCTION

In Dollars: \_\_\_\_\_

Purchase %: \_\_\_\_\_ Conventional %: \_\_\_\_\_

Government %: \_\_\_\_\_ B/C %: \_\_\_\_\_

Geographic Areas Serviced: \_\_\_\_\_

By my signature below, I hereby warrant that all the information given in this package and any attached information is factual and complete. This information is provided for determining eligibility to broker loans to Liberty Mortgage Corporation. Liberty Mortgage Corporation may verify any given information from any source including, but not limited to, those listed herein.

\_\_\_\_\_  
Name (please print/type)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Branch Information

### Location 1:

Branch Manager: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Phone: \_\_\_\_\_

Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

### Location 2:

Branch Manager: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Phone: \_\_\_\_\_

Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

### Location 3:

Branch Manager: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Phone: \_\_\_\_\_

Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

### Location 4:

Branch Manager: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Phone: \_\_\_\_\_

Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

## Reference Information

**Scorecards are required** from three of the references listed below.  
Data must include production, pull through and delinquency information.

Please list firms with which you have A-Paper  
Correspondent/Broker relationships.

Broker Name:				
Broker Contact Name:				
<hr/>				
Ref. Company:		Type of Loan	Date App.	Volume
Contact Name:				
Phone #:				
<hr/>				
Ref. Company:		Type of Loan	Date App.	Volume
Contact Name:				
Phone #:				
<hr/>				
Ref. Company:		Type of Loan	Date App.	Volume
Contact Name:				
Phone #:				
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Ref. Company:		Type of Loan	Date App.	Volume
Contact Name:				
Phone #:				
<hr/>				
Ref. Company:		Type of Loan	Date App.	Volume
Contact Name:				
Phone #:				

Are you closing and funding your own loans? Yes \_\_\_\_\_ No \_\_\_\_\_  
Are you currently servicing loans? Yes \_\_\_\_\_ No \_\_\_\_\_

# Board of Directors Information

## Resolution of Board of Directors

Of \_\_\_\_\_  
(Name of Broker Lender)

RESOLVED FIRST, that

\_\_\_\_\_ the \_\_\_\_\_ and  
(Name of Officer) (Title)

\_\_\_\_\_ the \_\_\_\_\_ and  
(Name of Officer) (Title)

\_\_\_\_\_ the \_\_\_\_\_ and  
(Name of Officer) (Title)

of this corporation, or any one or more of them or their duly elected or appointed successors in office, be an each of them is hereby authorized and empowered in the name of and on behalf of this corporation and under its corporate seal from time to time to sell mortgage loans to Liberty Mortgage Corporation, and to execute any and all agreements, contracts, assignments, endorsements and issuance of checks or drafts, reports, mortgage documents, and other papers in connection with documents, and furnish any information required or deemed necessary or proper by Liberty Mortgage Corporation in connection therewith.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution presented to and adopted by the Board of Directors of \_\_\_\_\_ at a meeting duly called and held at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ at which a quorum was present and voted, and that such resolution is duly recorded in the minutes book of this corporation; that the officers name in said resolution have been duly elected or appointed to, and are the present incumbents of, the respective offices set after their respective names.

Corporate Seal:

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Date)

