

## SUBMISSION

# 10 Point Submission

The ten lines the underwriting desk needs to price a file. Email this with the Application, Appraisal and Credit Bureau attached — those submissions are prioritized for review. Send to [deals@lendmax.ca](mailto:deals@lendmax.ca).

### BROKER

BROKER / AGENT NAME

BROKERAGE

BROKERAGE LICENCE #

EMAIL

PHONE

DATE

### THE TEN POINTS

1. ADDRESS *Full civic address of the subject property*
2. CREDIT SCORES *Every borrower on title*
3. SUBJECT VALUE *Appraised, or your estimate pending appraisal*
4. CURRENT BALANCES (IF REFINANCE) *With the lender name against each charge*
5. REQUESTED MORTGAGE *Amount the borrower needs*
6. LTV REQUESTED *Loan to value on the ask*
7. REQUESTED CLOSING DATE
8. ARREARS, IF ANY *Mortgage, property tax or condominium fee*
9. EXIT STRATEGY *How the term ends*
10. POSITION *First or second charge*

## ATTACHMENTS

- |                                        |                                                            |
|----------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Application   | <input type="checkbox"/> Mortgage statement(s)             |
| <input type="checkbox"/> Appraisal     | <input type="checkbox"/> Lease or rent roll (rental files) |
| <input type="checkbox"/> Credit bureau | <input type="checkbox"/> Property tax bill                 |

Email submissions with Application, Appraisal & CB are prioritized for review. A file missing any of the ten points is a question the desk has to ask before it can quote.