



THE LOAN PROCESSING AGREEMENT is made and entered into at Herndon, Virginia on _____
Date

between _____ (Broker) and Nationwide Processing, Inc. (Nationwide). Broker is
Company Name

a licensed mortgage broker under _____ law and Nationwide is experienced in processing
State(s)

residential mortgage loan applications and agrees to assist in the processing of applications generated by Broker as outlined below:

1. Loan applications, at the discretion of Broker, will be submitted to Nationwide for processing. Nationwide in accordance with state and federal laws and utilizing its best efforts will process the application per the request and direction of Broker.
2. Broker agrees that, whenever possible, fees due Nationwide are to be included on the "Closing Fee Sheet" and paid directly through the closing agent at settlement. If payment at settlement is not possible, Broker will either direct the closing agent to withhold all fees due Nationwide and forward them directly to Nationwide or, upon funding, immediately forward a corporate check payable to Nationwide for fees due.

Miscellaneous fees such as charges for courier, VOD, VOE, PUD Questionnaire, credit reporting, DU/LP fee, etc. may be incurred by Nationwide on behalf of Broker and will be paid by Broker on Broker's account with specific vendors.

3. Omissions or errors by lenders or third parties on any closing or other loan documents are not the responsibility of Nationwide. Broker assumes all responsibility in regards to verifying all figures and documents and insuring all state and federal requirements are met. In addition, Broker will:
 - a) Select the lender for loan submission
 - b) Contact the applicant for all information needed for loan approval
 - c) Lock the interest rate.
 - d) Collect any fees due third parties (appraisers, credit reporting agencies, attorneys, etc.)
4. All information supplied to and/or collected by Nationwide in the processing of all mortgage applications submitted by Broker to Nationwide will be held in strict confidence. In addition Nationwide will not solicit any of the applicants submitted for processing nor will it transfer any information without written consent of Broker and the applicant.
5. This agreement may be terminated at any time by either party. At the time of termination, all files currently in process or closed will be returned upon receipt of any fees due Nationwide for services rendered.
6. Nationwide is an independent contractor and not an employee or employer of Broker. At the request of Broker, Nationwide may complete, as a courtesy, order forms for third party services as required by various lenders. Broker assumes all financial responsibility for any and all third party fees incurred during the processing of their mortgage loan applications.

Company Name: _____

Nationwide Processing

Signature: _____

Signature: _____

Title: _____

Title: _____



Contact Information

To better serve you we need to know more about you and the lenders and vendors you normally do business with. Please make copies of the forms if you need more space.

You

Name: _____ Tel: _____
Company: _____ Cell: _____
Address: _____ Fax: _____

Email: _____

Website: _____

Office Manager

Name: _____ Tel: _____

Cell: _____
Email: _____

Loan Officer

Name: _____ Tel: _____

Cell: _____
Email: _____

Loan Officer

Name: _____ Tel: _____

Cell: _____
Email: _____

Corporate Office (if branch)

Contact: _____ Tel: _____
Company: _____ Cell: _____
Address: _____ Fax: _____

Email: _____

Website: _____



Vendors
(Title, Appraisal, Credit, & Others)

Vendor	
Contact: _____	Tel: _____
Company: _____	Cell: _____
Address: _____	Fax: _____
_____	Email: _____
_____	Website: _____

Vendor	
Contact: _____	Tel: _____
Company: _____	Cell: _____
Address: _____	Fax: _____
_____	Email: _____
_____	Website: _____

Vendor	
Contact: _____	Tel: _____
Company: _____	Cell: _____
Address: _____	Fax: _____
_____	Email: _____
_____	Website: _____

Vendor	
Contact: _____	Tel: _____
Company: _____	Cell: _____
Address: _____	Fax: _____
_____	Email: _____
_____	Website: _____



Lenders

Lender

Contact: _____ Tel: _____
Company: _____ Cell: _____
Address: _____ Fax: _____

Email: _____

Website: _____

Lender

Contact: _____ Tel: _____
Company: _____ Cell: _____
Address: _____ Fax: _____

Email: _____

Website: _____

Lender

Contact: _____ Tel: _____
Company: _____ Cell: _____
Address: _____ Fax: _____

Email: _____

Website: _____

Lender

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Address: _____ Fax: _____

Email: _____

Website: _____