

Underwriting Condition Category:

FLCBank has created a type of underwriting condition category titled “PTD-CD” Prior to Document – Closing Disclosure which will be listed on the Underwriting Decision Screen in the FLCBank LOS.

- The following conditions are required before the initial Closing Disclosure (CD) can be issued.
 1. Preliminary Title Commitment with Tax Information
 2. Purchase Contract with Addendums
 3. Homeowners Insurance Policy / Flood Insurance (if applicable) / Master Policy (If Condo/Attached PUD) / HO-6 (if applicable)
 4. CD Information Screen or Form (completed)
 5. Closing Agent Preliminary CD with all fees or fee sheet provide by title
 6. Loan terms must match last disclosed LE
 7. Loan must be locked

Process:

- Once the last PTD-CD condition has been cleared by the underwriter/processor, FLCBank will send an email notification to the originator or contacts listed under _Broker/NDC Contact Information screen and closing department, informing that the loan is now eligible for the early CD to be sent.
- FLCBank will send an email notification to the originator or contacts listed under _Broker/NDC Contact Information screen confirming the date in which the CD will be prepared and listing FLCBank CD preparer and Closer contact information. Please Note: FLCBank adheres to current posted turn times in determining the Preliminary CD schedule date.
- FLCBANK will release the initial CD as instructed on the CD Information Screen or Form
- FLCBANK will send a copy of the unsigned initial CD to the originator contact listed on the CD Contact Information Screen or Form for your records.
- FLCBANK will require an executed copy of the initial CD be returned by the borrower(s).
- The CD Preparer will notify the originator or contacts listed under _Broker/NDC Contact Information screen once the signed CD has been received.

Listed below are the CD delivery options for the initial CD and requirements for the executed CD.

- **E-sign:** FLCBANK will be responsible for retrieving the executed copy of the CD.
- **Hand Delivery by Originator:** The Originator will be responsible for emailing the executed CD to FLCBANK by sending to: CDscheduling@FLCBank.com

Originator Responsibility:

- **The originator can NO longer issue re-disclosed LE’s from this point forward regardless of channel.**
- The originator will be responsible for informing the borrower(s) that this is NOT the “final” CD. ***The loan has not been final approved and therefore, figures are subject to change.***
- The borrower(s) may receive additional updated CD’s prior to the loan closing for valid changes of circumstances.
- Cash to close may change on the “final” CD issued with the closing package; the borrower(s) need to be aware and informed.

Change of Circumstance(s):

- FLCBANK will be responsible for issuing all updated CD's for any valid change of circumstance on a go forward basis.
- **Valid Change of Circumstance(s):** Loan amount change, product code change, interest rate change, pricing adjustments, discovery condition and/or borrower requested change.
- Listed below are the CD delivery options for the initial CD and requirements for the executed CD.
 - **E-sign:** FLCBANK will be responsible for receiving the executed copy of the CD.
 - **Hand Delivery by Originator:** The Originator will be responsible for emailing the executed CD to FLCBANK by sending to: CDscheduling@FLCBank.com

Please note: Any change in the loan resulting in an increase in APR of .125% or higher require and additional 3 day waiting period to close.