

2023

# Approved Broker Renewal



Sage Home Loans Corp.

12/1/2023

# ANNUAL BROKER RENEWAL

As stated in the Broker Agreement, it is the policy of Sage Home Loans Corporation to conduct an annual review of our Approved Broker Partners. As an approved broker of Sage Home Loans Corporation, we ask that you complete and return the attached renewal package within 30 days. Reminder: Every Account Executive and Broker Approval has a link in their signature line for secure delivery of your documentation. Please reach out to your Account Executive with any questions.

## **Required documentation:**

- Broker Annual Renewal Application
- Authorization/Release for Broker Background Investigation
- Current Unaudited Financial Statements:
  - Current Balance Sheet signed and dated for the last 90 days
  - YTD Profit & Loss Statement signed and dated for the last 90 days

## **Optional documentation:**

- Lender Paid Compensation - If you wish to make a change, please include in your renewal package.
- Resumes of Officers or Key Employees **ADDED** within the past 12 months.
- **If ownership has changed by 10% or more**, please provide updated entity changes: Articles of Incorporation, Operating Agreements; Partnership Agreements; Fictitious Business Name Statement etc.
- **If your company Quality Control plan has been updated within the past 12 months**, please provide updated version.

# Broker Annual Renewal Application

Company Name:

Address:

Phone Number:

Company NMLS:

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Please provide information for all owners owning 10% or greater. Use additional pages as necessary.

Name: \_\_\_\_\_

Percent Owned: \_\_\_\_\_ % Title: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Years in Industry: \_\_\_\_\_

Name: \_\_\_\_\_

Percent Owned: \_\_\_\_\_ % Title: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Years in Industry: \_\_\_\_\_

Name: \_\_\_\_\_

Percent Owned: \_\_\_\_\_ % Title: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Years in Industry: \_\_\_\_\_

Name: \_\_\_\_\_

Percent Owned: \_\_\_\_\_ % Title: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Years in Industry: \_\_\_\_\_

Name: \_\_\_\_\_

Percent Owned: \_\_\_\_\_ % Title: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Years in Industry: \_\_\_\_\_

1. Has your company, principals, managers, or officers been named as a defendant or defendants, in a lawsuit for alleged fraud or misrepresentation in connection with any financial services or real estate activity since your initial approval or last renewal? Are there pending charges against the company or individuals noted, related to such allegations?  
 Yes  No
2. Has your company ever been suspended from selling or servicing mortgages by any investor?  
 Yes  No
3. Has your company, principals, managers, or officers, been named as a defendant or defendants, in a criminal proceedings/complaint/conviction for alleged fraud or misrepresentation in connections with any financial services or real estate related activity since your initial approval or last renewal? Are there pending charges against the company or individuals noted, related to such allegations?  
 Yes  No
4. Has your company, principals, managers, or officers, filed for protection from creditors under any provision of the U.S. Bankruptcy laws since your initial approval or last renewal?  
 Yes  No
5. Has your company, principals, managers, or officers, ever had a real estate or other professional license suspended, revoked, or received any other disciplinary action from a regulatory agency since your initial approval or last renewal?  
 Yes  No
6. Has any lender enforced or attempted to enforce the Hold Harmless or Repurchase Clause, or similar provision, of their correspondent or broker agreement with your company, principals, managers, or officers since your initial approval or last renewal?  
 Yes  No
7. Has your company ever had unfavorable findings regarding mortgage operations, including any audit examinations or reports by FHA, VA, FNMA, FHLMC or any federal or state regulatory, supervisory or investigating agency since your initial approval or last renewal?  
 Yes  No
8. Has your company, principals, managers, or officers ever been charged with or been convicted of any felony?  
 Yes  No

If YES to any of the above questions, please attached a letter of explanation, reasons for occurrence and action taken to prevent a recurrence of similar claim or action.

Broker of Record Signature:

Broker Print Name:

Date:

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Does your company still maintain and review annually a hiring policy for checking all employees, including management, involved in the origination of mortgage loans (application through closing) against the U.S. General Services Administration (GSA) Excluded Parties List, the HUD Limited Denial of Participation List (LDP List), and the Federal Housing Finance Agency (FHFA) Suspended Counterparty Program (SCP) list?

Yes  No

Does your company still maintain a current and compliant Anti-Money Laundering (AML) Program and file suspicious Activity Reports (SAR's) as applicable?

Yes  No

Broker of Record Signature:

Broker Print Name:

Date:

