



580 SCORES!

What Can We Do For You?

- We can do the loans that others can't! We offer Conventional, FHA, VA, and USDA loan products with credit scores 580 and up! And I know what you're thinking! Higher rate and a large down payment right? Nope! We have standard rates and standard down payment amounts (Conventional 5%, FHA 3.5%, and USDA/VA no money down)
- We have the experience and systems in place to offer top notch customer service! We make deals run smoother and faster! Our average turn time is 30 days (can be even less!) compared to 45-60 for most larger institutions.
- We have excellent communication with your clients and you throughout the entire process
- Holly has over 20 year experience in the mortgage industry! Sarah was a realtor prior to working with Carrington and also brings a Marketing degree to the table! Is there a better set of individuals you could have working your files? Two knowledgeable points of contact is better than one right?

OUR PRE-APPROVAL PROCESS

We've all received pre-approvals that weren't worth the paper they were printed on. Our pre-approvals will be worth their weight of your commission. You will not be showing properties to clients that are not approvable. For a true pre-approval we must receive a list of documents from your clients as well as a full application including social security numbers to pull and review credit as any bank would. The quicker they return all docs via fax or email, the quicker their file can be reviewed and you can start house hunting. Please have clients email to sarah.roe@carringtonms.com or fax their documents to 614-754-5091. We apologize but screen shots or mobile pictures are not accepted. Additional documentation could be required upon further review once a purchase contract is submitted.

The basic information we need up front along with your clients full application include:

- Copies of your federal tax returns for the last 2 years
- W2 or 1099 from the last 2 years
- Your last 30 days of paystubs
- 2 months of asset account statements including checking, savings, 401k etc
- Please note, these are the basics - each file is different and may require additional documentation



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Our Process From Contract to Closing

Started - Initial Documents Requested

This is where your file starts until all documents are received from your client. We will issue pre-approval letters at this point.

Disclose Ready

Once you have an accepted contract, your clients will receive e-disclosures (click and sign) and some to print and sign. Once the wet sign documents are received, we will order the appraisal and title work. At this point your buyer will need to be prepared to pay for appraisal (\$450 - \$550) and inspection (varies by vendor)

Processing - Additional documentation may be requested at this time. TIME IS OF THE ESSENCE.

After the appraisal has been ordered as well as title work, your clients file will be sent to our processor for review. They take another look at the file before sending to the underwriter for a decision. Please be advised, the processor may have additional questions, concerns, or requests for documents.

Submitted

Once the processor is satisfied the file is ready he/she will send the file to the underwriter.

Decision

If the underwriter has additional questions or requested documents before giving approval, your clients file may sit in decision status. Typically this is a temporary status that should not last longer than 24-48 hours.

Approved - Additional documentation may be requested at this time. TIME IS OF THE ESSENCE.

If the underwriter is satisfied with the file, he/she will approve the file. The processor and the loan officer will receive an email letting them know of the status update. Our process states that once approval is received, the processor and loan officer will meet and review what is needed additionally from your client. At this point, your client may receive communication from the processor, loan officer, or loan officer assistant to gather documents requested from the underwriters approval.

Final Condition Review

Once all documents are received from the underwriters approval in the step above, the processor will submit the loan for FCI—or final condition review. If the underwriter reviews the documents and all is well, they will issue a clear to close.

QC Review - Additional documentation may be requested at this time. TIME IS OF THE ESSENCE.

A fourth set of eyes will review your file under QC Review. Typically this takes 24-48 hours. If acceptable, QC will issue and change the status to CLEAR TO CLOSE.

Clear to Close

At this stage, the file is sent to our docs department. This is step where we typically contact all parties involved to get a closing scheduled.

Ready for Docs

This is the stage where our docs department will send the closing package to the title company.



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How to Apply

Online

To fill out an application online, go to Holly's website and click **FULL APP** on the right.

www.carringtonhomeloans.com/lo/hmatthews

In Person

We have offices located in Florence, KY as well as Mason, OH. If you have a client who would like to apply in person, please provide them the list of pre-approval documents needed. They will need to schedule an appointment by calling 937-218-1699 or 513-227-9983

Mobile App

Holly now has a mobile app that you can share with clients! If interested, simply text us at 937-218-1699 or 513-227-9983 and we will be happy to share the app with you!



Holly Matthews

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