



## Closing Request Form

Important: Please complete all applicable sections on this form and upload PRIOR to file the loan receiving a cleared to close by underwriting - Include any invoices for payment. Any omitted items may result in a delay in processing your request.

### General Information

Loan Number:			
Borrower:		Borrower:	
Subject Property Address:			
Loan Amount:	Interest Rate:	Loan Term:	I/O? <input type="checkbox"/> Yes
*Estimated Closing Date:		Escrow: <input type="checkbox"/> Yes <input type="checkbox"/> No	

### Broker Information

Broker Company:		
Contact Name:	Phone:	Email:
Broker Processor:	Phone:	Email:

### Closing Agent Information

Company Name:		
Closing Contact Name:	Phone:	
Email Address for Document Delivery:		
Please confirm vesting		
POA: <input type="checkbox"/> Yes (Subject to prior approval)	Trust: <input type="checkbox"/> Yes (Subject to prior approval)	Entity: <input type="checkbox"/> Yes (Subject to prior approval)

Fee Breakdown	Amount	Payee
SpringEQ Admin Fee – DSCR Loans	\$1495.00	SpringEQ
SpringEQ Services Fee – DSCR Loans (Flood, MERS, Etc.)	\$54.94	SpringEQ
Additional Fees/Invoices -		
Broker - Compensation: <input type="checkbox"/> LP <input type="checkbox"/> BP		
Third Party Processing Fee:		
TOTAL DUE TO BROKER:		

Notes:

#### Mortgagee Clause

Select Portfolio Servicing, INC  
PO Box 7277  
Springfield, OH 45501

Broker Name:

Signature: