

## BECOM Agent LOA & Agent LO: How to Complete Agent LOA & LO Certification Disclosure

ALL Agent (LOA and LO) originated referrals to Nations Lending Corporation must include the 'Agent LOA/Agent LO Certification Disclosure' (Anti-Steering Disclosure) no later than when Purchase Agreement is sent to the Nations Lending Loan Originator.

The Agent LOA/Agent LO will complete the Agent Certification Disclosure that must be signed by all borrower(s) and the Agent LOA/Agent LO and send the signed disclosure with the Purchase Agreement to Nations Lending (must be prior to the Loan Originator sending the borrower a Loan Estimate).

Agent LOA/Agent LO Certification Disclosure can be found on the LOOP: HERE

## \*\*If the Agent LOA/Agent LO Certification Disclosure is NOT signed and dated prior to the Nations Lending Loan Originator sending a Loan Estimate to the borrower(s), the Agent LOA/Agent LO will NOT be paid on the transaction\*\*

Completing the Agent LOA/Agent LO Certification Disclosure (template below):

- 1. Download the fillable PDF from the LOOP: <u>HERE</u> and save to your desktop
- 2. Fill is the required information shown below for 1-7.
  - 1. Applications Name(s)
  - 2. Property address (enter TBD if the property address is unknown)
  - 3. Date disclosure provided to the applicant(s)
  - 4. Loan Number, if known. If unknown, leave as 'TBD'
  - 5. Enter two other lenders that were presented to the applicant(s) as financing options
  - 6. Applicant(s) name(s) for borrower 1 and borrower 2 as applicable
  - 7. Agent's Printed Name
- 3. All borrowers and the Agent LOA/Agent LO must sign and date the Agent Certification Disclosure. The disclosure must be sent to the Loan Originator once executed to be included with the borrower's application documents. The disclosure can be wet signed or electronically signed by the Agent LOA/Agent LO and Borrowers. (If the disclosure is wet signed nations Lending will use the date received via email or the date the document was uploaded into our system or record as the executed date).

## Quick Tips:

Download the disclosure from the LOOP: <u>HERE</u> and save it to your computer: Enter the information for #5 and #7 and 'save as' on your computer to use as a quick template for your next buyer(s).

Include the disclosure in the documents that you are already providing your buyer(s). Simply adding this disclosure to your document set ensures you have it on every transaction!

If you have questions, reach out to your Nations Lending Loan Originator or contact Nations Lending Compliance Team: <u>NLCCompliance@nationslending.com</u>





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BECOM Agent How to Complete Agent LOA/Agent LO Certification Disclosure Job Aid v1