



# INVESTORX LOAN SUBMISSION

**Loan Applicant(s):**

*(from 1003)*

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Current Title Vesting:** \_\_\_\_\_ **Change Vesting**

**Loan to close in the name of:**  Individual(s)  Legal Entity

If you indicated loan to close in the name of an individual you do not need to complete the remainder of this form.

## LEGAL ENTITY INFORMATION

**(skip if closing in the name of an individual)**

**Limited Liability Company**      **Name:** \_\_\_\_\_

**Corporation**      **Name:** \_\_\_\_\_

**State where Legal Entity is Registered:** \_\_\_\_\_

**Name/Title of**

**Authorized Signer(s):**

- \_\_\_\_\_ / \_\_\_\_\_
- \_\_\_\_\_ / \_\_\_\_\_
- \_\_\_\_\_ / \_\_\_\_\_
- \_\_\_\_\_ / \_\_\_\_\_

**Name of**

**Personal Guarantor(s):**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

HomeXpress will evaluate the legal entity’s formation documents to verify the name of the legal entity, the name and title of the legal entity’s authorized signer(s), the authority to transact the finance transaction (general or specific), and the identity of all shareholders/members\* and their individual percentages of ownership. Deficiencies and/or discrepancies will be identified and shared with the Account Manager in order to facilitate required corrective action. Legal entities that are not in good standing will be ineligible to execute loan documents. See page two for further guidance and tracking of submitted documents.

\* HomeXpress Underwriting Guidelines require all applicants and owners who hold 25% or more ownership of the legal entity to be personal guarantors on the loan.



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Please provide applicable legal entity formation documents which would contain the following information:

- Name of business
- Name and title of authorized signer(s)
- Stated authorities granted the authorized signer
- Ownership and/or percentages of ownership where there is more than one member/shareholder
- Employer Identification Number (EIN)

Document	Enclosed
<b>LIMITED LIABILITY COMPANY</b>	
Articles of Organization	<input type="checkbox"/>
Operating Agreement	<input type="checkbox"/>
LLC Members Resolution	<input type="checkbox"/>
<b>CORPORATION</b>	
Articles of Incorporation	<input type="checkbox"/>
Bylaws	<input type="checkbox"/>
Shareholder Agreements	<input type="checkbox"/>
Board/Directors' Resolution	<input type="checkbox"/>
<b>ADDITIONAL DOCUMENTS</b>	
Minutes of Meeting	<input type="checkbox"/>
Memorandum	<input type="checkbox"/>
Other	<input type="checkbox"/>
W-9 (listing EIN)	<input type="checkbox"/>
IRS Letter (listing EIN)	<input type="checkbox"/>