

CS Processing Modification Department

Standardized Intake Application (SIA)

Date: _____ Date Purchased: Subject Purchased Price:

His SS# _____ Hers SS# _____

Name _____ Name _____

Address _____ State _____ City _____

Phone: _____ How is your Credit? () Good () Fair () Bad (Credit Score: _____)

Monthly Income: hourly _____ Salary _____ Tax payment: _____

Self employed: _____ Other Incomes: _____ Insurance pmt: _____

Total Income _____ Total monthly impounds: _____

Property Modified Type: SS () Mod rate () Set term () Modify Principle & Rate ()

List Other Property: Date of first home purchased _____ 2nd home _____

If you own more than one property, please use an additional sheet to list you complete real estate information. Loan amounts and Payments and ad them to (Additional homes) Payments

Address 1: _____

Address 2: _____

Notes _____

Terms of each loan: 2 yrs () 3 yrs () 5 yrs () Type: fix () Adjustable () Interest Only ()

RE Loan Account #	Interest Rate	Monthly payment	Balance	Lender	Mod Type
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____
Totals Accounts _____	_____	_____	_____	_____	_____

Dates of Sale 1,2,3. _____

Comparable sales: 1 _____ 2 _____ 3 _____

Current listing available: _____

Total gross/net income: \$ _____ X 35% Top Ratio Payment Ability.

List Payments Expenses:

- 1. Home Mortgage
- 2. 2nd or Other Lien _____
- 3. Additional Homes _____
- 4. Credit Card s _____
- 5. Auto Insurance _____
- 6. Auto Payment _____
- 7. Food _____
- 8. Phone _____
- 9. Electricity _____
- 10. Cable _____
- 11. Cell ph Exp. _____
- 12. Fuel Exp. _____
- 13. Health Insurance _____
- 14. Misc. Exp. _____
- Total Other Expense _____

Note: How you derived to the net income?
By calculating the average net income year to date by the months actual worked within the current year, you will derive to the net income.

John's net income is \$25,000/ by 10 months = \$2500.00 and so on.

Also include: Why the income might of decrease and try to state the current market conditions. This will help the Credit Analysts.

This will clear the client income position.

Total Expense: \$ / income =Bottom ratio= VS 85% Max payment.

Reviewed by: _____ Client: _____