



**American Mortgage Network**

**Broker Administration**

**The Broker Approval Process**

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September 26-27, 2006



**Corporate Broker Administration** approves new brokers and maintains all data in the client database, including licensing compliance, government approval and annual recertification.

**AmNet's Broker Application, Required Documents:**

- Application Form
- State License(s)
- Resumes
- Articles of Incorporation
- Broker Agreement
- W-9
- Fair Lending Mission Statement
- Broker Recommendation Form





## Minimum Requirements for Approval Review:

- 1 year as current business entity
- MARI Search
- AmNet Cautionary List
- Mortgage Industry Experience
- State Licensing Compliance
- Secretary of State Confirmation





## Exception Approvals:

- Lender References
- Mari Review
- Depth of Industry Experience
- Overall Company Profile
- Sr. Production Mgr and Entity Monitoring/Risk Management Review
- High & Moderate Risk





# Additional Risk Mitigators:

- Licensing Renewals
- Watch Reason Codes
- Lock Fallout Policy
- Inactivation Policy
- Reactivation policy
- Annual recertification

