

Closing High Risk Factors	Tools/Processes	Risk Factor Exists		
		Lo	Medium	High
<b>1.) Incomplete Borrower or Seller Information on HUD-1</b>	<ul style="list-style-type: none"> <li>Obtain identity statement</li> <li>Refer to Underwriter</li> <li>Require Completion</li> </ul>			
<b>2.) Sales price on HUD different from approval</b>	<ul style="list-style-type: none"> <li>Review Sales Agreement</li> <li>Refer to underwriter</li> </ul>			
<b>4.) Owner does not match the title report, purchase agreement, external resources or appraisal</b>	<ul style="list-style-type: none"> <li>Chain of title</li> <li>History Pro</li> <li>AVM</li> <li>County web sites</li> </ul>			
<b>5.) Property sold or transacted within 12 months</b>	<ul style="list-style-type: none"> <li>Verify Liens &amp; Lienholders</li> <li>Verify transaction matches approval</li> </ul>			
<b>6.) Documents executed by POA</b>	<ul style="list-style-type: none"> <li>Verify Identity of both parties</li> <li>Must specific</li> </ul>			
<b>7.) Significant seller proceeds</b>	<ul style="list-style-type: none"> <li>Review HUD-1</li> <li>Review lien amounts &amp; public record information</li> </ul>			
<b>8.) Purchase Contract is incomplete</b>	<ul style="list-style-type: none"> <li>Matches HUD-1</li> <li>Fully Executed</li> </ul>			
<b>9.) Cahiers Check/Funds to Close</b>	<ul style="list-style-type: none"> <li>Match file documentation</li> <li>From source listed on application</li> <li>No red flags (crowded numbers, whiteout, etc.)</li> </ul>			
<b>10.) Unauthorized Payouts on HUD-1</b>	<ul style="list-style-type: none"> <li>Obtain seller or borrower verification</li> <li>Refer to underwriter</li> </ul>			
<b>11.) Private Lien Holder</b>	<ul style="list-style-type: none"> <li>Cross check with public records</li> <li>Review title for NAL/Review Payoff statement</li> </ul>			
<b>12.) HUD-1 Fees Do Not Match Instructions</b>	<ul style="list-style-type: none"> <li>Significant Discrepancy</li> <li>Verify all fees</li> </ul>			
<b>13.) Paying off Private Liens (individuals or LLCs)</b>	<ul style="list-style-type: none"> <li>Cross check with title &amp; public records</li> <li>Review payoff from closing agent</li> <li>Review HUD-1 for unusual payouts or high payouts</li> </ul>			
<b>15.) Occupancy is not supported by application, appraisal, or purchase agreement</b>	<ul style="list-style-type: none"> <li>Review documents for address</li> <li>Evidence borrower occupies ie. Utility, cable bills</li> </ul>			
<b>Measure Risk Factors Present:</b>				
<b>Can any be resolved independently?</b>				
<b>Checklist Key: Yes is the negative answer and measured by low, medium or high risk by the closer.</b>				
<b>Notes:</b>				
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<b>Each Lender/Broker/Retailers risk threshold is different. Set your threshold and modify as needed. Allow senior closers or managers ability to address factors with additional information or documentation.</b>				