



Submitting Loans for Processing is a Piece of Cake!

1. Login to DirectWare and create a new loan. CHECK WHEN COMPLETED
2. Complete the Loan Application & AUS Submission Ready Wizard. CHECK WHEN COMPLETED
3. Run Loan Choices and select a Loan Program. CHECK WHEN COMPLETED
4. Review the HUD-1 Uniform Settlement Statement & “Approve Closing Fees.” CHECK WHEN COMPLETED
5. Complete the eSign Borrower Disclosures process. CHECK WHEN COMPLETED
6. Order the appraisal. CHECK WHEN COMPLETED
7. Select and commit your vendors OR complete the vendor information below. CHECK WHEN COMPLETED
8. Scan and email this form and the loan documents to processing@directcorp.com. CHECK WHEN COMPLETED
9. Submit to Contract Processing. CHECK WHEN COMPLETED
10. What is your DMC loan number? (_____) We’ll assist you from here!

*If you need assistance choosing a loan program or determining the rate & price, please contact your Account Executive.
Scenario questions may be emailed to loaninfo@directcorp.com. Make it a great day!*

Vendor Information

Would you like 1processing to choose your vendors? **YES** - **NO** (circle one)

Title Company Name: _____ City: _____ State: _____ Zip: _____

Title Agent Name: _____ Ph: _____ F: _____ Email: _____

Escrow Company Name: _____ City: _____ State: _____ Zip: _____

Escrow Agent Name: _____ Ph: _____ F: _____ Email: _____

Hazard Insurance Company Name: _____ City: _____ State: _____ Zip: _____

Hazard Insurance Agent Name: _____ Ph: _____ F: _____ Email: _____