

THE LOAN PROCESSING AGREEMENT is made and entered into on _____ between _____
Date

Company Name

(Broker / Lender) and Advanced Mortgage Processing Solutions

LLC (AMPS LLC).

Broker / Lender is licensed under _____ law and Advanced Mortgage Processing
State(s)

Solutions LLC (AMPS LLC) is experienced in processing residential mortgage loan applications and agrees to assist in the processing of applications generated by Broker / Lender as outlined below:

1. Loan applications, at the discretion of Broker / Lender, will be submitted to AMPS LLC for processing. AMPS LLC in accordance with state and federal laws and utilizing its best efforts will process the application per the request and direction of Broker / Lender.
2. Broker / Lender agree that, whenever possible, fees due AMPS LLC per this agreement (schedule attached) are to be included on the "Closing Fee Sheet" and paid directly through the closing agent at settlement. If payment at settlement is not possible, Broker / Lender will either direct the closing agent to withhold all fees due AMPS LLC and forward them directly to AMPS LLC or, upon funding, immediately forward a corporate check payable to Advanced Mortgage Processing Solutions LLC for fees due within 10 business days.
3. Miscellaneous fees such as charges for courier, VOD, VOE, PUD Questionnaire, credit reporting, DU/LP fee, etc. may be incurred by AMPS LLC on behalf of Broker / Lender and will be paid by Broker / Lender on Broker's / Lender's account with specific vendors. AMPS LLC will have no liability for unpaid bills appraisals, survey, title company fees, or any other fees associated with processing files for Broker / Lender. Broker Lender agrees to be responsible for all fees incurred in connection with the processing of Broker's / Lender's files.
4. Omissions or errors by lenders or third parties on any closing or other loan documents are not the responsibility of AMPS LLC. Broker / Lender assume all responsibility in regards to verifying all figures and documents and insuring all state and federal requirements are met. In addition, Broker / Lender will:
 - a) Select the lender for loan submission
 - b) Contact the applicant for all information needed for loan approval
 - c) Lock the interest rate.
 - d) Collect any fees due third parties (appraisers, credit reporting agencies, attorneys, etc.)
5. All information supplied to and/or collected by AMPS LLC in the processing of all mortgage applications submitted by Broker / Lender to AMPS LLC will be held in strict confidence. In addition AMPS LLC will not solicit any of the applicants submitted for processing nor will it transfer any information without written consent of Broker / Lender and the applicant.
6. Either party may terminate this agreement with 5 business day's written notice to the other. If either party terminates this agreement, Broker / Lender agrees to pay \$150.00 for each file that Broker / Lender has submitted for processing that has been approved by a lender, and pay the full processing fee for all loans that have closed. Broker / Lender agrees to deliver a certified check made out to Advanced Mortgage Processing Solutions LLC for the above outlined fees in exchange for deliverance of all Brokers / Lender files back to Broker / Lender through US Mail service as payment in full for services rendered. Rather than US Mail, Broker / Lender may elect to have files returned through courier or overnight service at its own expense. Broker / Lender agree to pay collection and attorneys fees for unpaid bills sent to attorneys and collection agencies for collection of unpaid fees. AMPS also reserves the right to charge a late fee of, \$25.00 for every outstanding file invoice not paid within 10 business days of closing / and or files submitted and approved before termination of agreement.
7. AMPS LLC is an independent contractor and not an employee or employer of Broker / Lender. At the request of Broker / Lender, AMPS LLC may complete, as a courtesy, order forms for third party services as required by various lenders. Broker / Lender assume all financial responsibility for any and all third party fees incurred during the processing of their mortgage loan applications.

8. If any provision of this Agreement is held to be invalid or unenforceable, such holding shall not affect the remainder of this Agreement, which shall be enforced to the fullest extent practicable.

Company Name: _____ Advanced Mortgage Processing Solutions LLC

Signature: _____ Signature: _____

Title: _____ Title: _____

I, _____ am an authorized and approved Net Branch Owner or Principal Personnel
(You're Name)

Of this company _____. I have the authority to make payments for services
(Name of the company)

Performed by this third party vendor Advanced Mortgage Processing Solutions LLC. I hereby agree

To pay Advanced Mortgage Processing Solutions ALL FEES DUE PER THIS AGREEMENT. I also

Personally accept full responsibility for all unpaid fees due to Advanced Mortgage Processing Solutions

LLC and will do everything in my power to resolve any outstanding balances.

Sign your Name

Print Your Name

Print your position within this company

Date

Please fax signed agreement to (443) 378-7052

Fee Schedule

Conventional/Subprime	\$550
Piggyback Second.....	\$225
Standalone Second.....	\$225
VA/FHA.....	\$650
Customer rescinds the loan	\$100
Resubmissions.....	\$50

** AMPS reserves the right to change fee schedule with 15 days written notice to Broker/Lender

** Broker/Lender is responsible for all postage fees associated with the processing of their loan files

** Please note that AMPS LLC does not process the following loans: New Construction, FHA 203k (Rehab loans), and Commercial Loans.

Make Check Payable to:

**Advanced Mortgage Processing Solutions LLC
608 Hammershire Road
Owings Mills, MD 21117**

Contact List

To better serve you, we need to know more about you and the lenders and vendors you normally do business with. Please fill out the information on the following forms. Be as complete as you can as this will prevent us from having to call you later for additional information. Make copies of the forms if you need additional space.

Company Name: _____ Tel: _____

Address: _____ Fax: _____

Website: _____

Manager Name: _____ Tel: _____

Fax: _____

Email: _____

Broker Name: _____ Tel: _____

Fax: _____

Email: _____

Broker Name: _____ Tel: _____

Fax: _____

Email: _____

Broker Name: _____ Tel: _____

Fax: _____

Email: _____

Broker Name: _____ Tel: _____

Fax: _____

Email: _____

Lender Name: _____

Account Rep: _____ Tel: _____

Fax: _____

Mobile: _____

Email: _____

Website: _____ Broker #: _____

Login: _____

Password: _____

Notes: _____

Lender Name: _____

Account Rep: _____ Tel: _____

Fax: _____

Mobile: _____

Email: _____

Website: _____ Broker #: _____

Login: _____

Password: _____

Notes: _____

Please include vendors for Title, Appraisals, Courier, Credit Reporting, Underwriting, etc.

Vendor Name: _____ Tel: _____

Fax: _____

Contact: _____ Tel: _____

Fax: _____

Email: _____

Provider of: _____ Acct #: _____

Website: _____ Login: _____

Password: _____

Notes: _____

Vendor Name: _____ Tel: _____

Fax: _____

Contact: _____ Tel: _____

Fax: _____

Email: _____

Provider of: _____ Acct #: _____

Website: _____ Login: _____

Password: _____

Notes: _____

This Form authorizes the Title Company / Settlement Company to cut a separate Check for processing to Michelle Russell owner of Advanced Mortgage Processing Solutions LLC out of closing proceeds.

I _____ authorized agent for _____ direct the title
(You're Name) (You're Company Name)
company, and /or funding agent, to cut a separate check out of our broker proceeds directly to Michelle Russell owner of Advanced Mortgage Processing Solutions LLC for processing of **any** loans including FHA/VA loans, and/or where a processing fee is not allowed to be listed on a settlement statement. I am an authorized agent for this mortgage company and have dated this agreement and signed below to provide this authorization.

This document will be accompanied by an invoice from Advanced Mortgage Processing Solutions LLC with instructions outlining the address to send its check for processing, and courier/copy fees (if indicated). **Title/Settlement companies please note that no verbal, nor written authorization, after the date recorded on this document shall take precedence over this document, including closing instructions. If Advanced Mortgage Processing Solutions processing fee check is cut to any entity other than Advanced Mortgage Processing Solutions the title company will be held liable and cut checks will need to be voided and re-cut to Advanced Mortgage Processing Solutions LLC.**

This legal document authorizes the title company, or escrow agent, to release funds in the form of a check directly to Advanced Mortgage Processing Solutions LLC for the processing services rendered, including overnight service charges, Courier fees, and Copy expenses. Should you have any questions regarding this document or this procedure please call 443-629-0474 prior to closing for clarification. Photocopied signatures are to be treated as original as agreed by the signing of this document by an authorized agent of the Broker Company or bank.

Signature

Your Company Title

Print Name

Dated

Lender company name, Tel, and address