

1. File Information:

FILE#: **AKAL –** Borrower's Name: _____
Last Name. First Name

Lender Ref# _____

Agent's Name: _____ Mortgage/Loan Amount: \$ _____

Payable To: _____ Property: _____

Lender: _____ Closing Date: _____

2. Mortgage Checklist (Package documents in following order):

- | | |
|---|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Lender's Approval/Commitment + Void Cheque + Solicitor Info <input type="checkbox"/> Privacy Agreement + Consent (Filogix generated) <input type="checkbox"/> Disclosure to Borrower/Conflict of Interest + Material Risks <input type="checkbox"/> Letter of Direction (when brokerage fee applies) <input type="checkbox"/> Amortization Schedule <input type="checkbox"/> Mortgage Application <input type="checkbox"/> Verification of income (as submitted to lender. Refer "Mortgage Document Checklist") <input type="checkbox"/> Verification of Down Payment (as submitted to lender. Refer "Mortgage Document Checklist") <input type="checkbox"/> Purchase? Agreement of Purchase + MLS + All applicable waivers <input type="checkbox"/> Refinance? Existing Mtg Statement/Rating, Tax Bill, MPAC, Insurance <input type="checkbox"/> Appraisal/CMHC/Genworth/CG Approval # _____ <input type="checkbox"/> Creditor's Insurance- Application <input type="checkbox"/> Finder's Fee Disclosure + Client Acknowledgements <input type="checkbox"/> Know Your Clients (Borrower) + Budget Sheet + Credit Reports <input type="checkbox"/> 2 IDs (One must be with Photo. Health Card is not a valid ID in Ontario) <input type="checkbox"/> I declare, that in accordance with the AKAL Mortgages Policy Manual and my Independent Contractor Agreement, I have performed proper Due Diligence in the Prevention of Fraud. I adhere to the above. _____ (Signature) | <p>Private Mortgage:
(Following Additional Documents are required)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Investor Disclosure <input type="checkbox"/> Existing Mortgage/Rating(s) <input type="checkbox"/> Copy of Deed (If Applicable) <p>Construction Loan:
(Following Additional Documents are required)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Addendum for Construction and Development Loans |
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3. IMPACT Customer Follow-Up Program:

- Ultra - \$110+HST
- Impact - \$65+HST
- IMPACT
Special Instructions:

4. Account Receivable:

Finder Fee Receivable: \$ _____

Brokerage Fee Receivable: \$ _____

Total Commission Receivable: \$ _____

AKAL Portion: % _____ \$ _____

Agent Portion: % _____ \$ _____

Co-Broker: (YES) (NO) % _____ \$ _____

Net Commission: \$ _____

Co-Broker Details:

AKAL / MAC AGENT () Outside Company ()

Co-Broke Company _____

Co-Broke Agent: _____

Co-Broker's Address: _____
