

**CHANGE REQUEST FORM
THIRD PARTY LENDING**

This form must be submitted to request changes to a loan currently in process. In order to remain compliant with TRID regulations, please submit the change request within 24 hours of information receipt, so that we can send revised disclosures to the borrower(s) within 3 days.

Form Completed By: _____
 Date Change Effective: _____
 Phone: _____
 Email: _____
 Borrower(s): _____
 ACU Loan Number: _____

Please select the reason for the change:

- Borrower requested change (also choose relevant reason below if applicable)
- Loan type or loan program has changed (list new loan type or program in commentary)
- Recording fees are increased based on need to record additional unanticipated documents such as release of prior lien (add changed fees to table below)
- Appraisal/Valuation report came in lower or higher than expected (add valuation amount in commentary)
- Borrower has decided to remove a vested party in title. Warranty Deed is now required.
- Sales price has changed (add new sales price in commentary)
- Co-borrower has been added or removed
- Loan amount change (also choose why loan amount was changed in the options above if applicable and list all lien changes in the commentary)
- Rate buydown added or removed
- Escrows added or removed
- Other valid reason (elaborate in commentary)

Fee Changes:

| Description | Previous | New |
|-------------|----------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Anticipated rate after change:

Commentary:

Documents to include with this form when applicable:

- Updated 1st lien 1003 and updated 2nd lien 1003 (as applicable)
- Updated 1st lien 1008 and updated 2nd lien 1008 (as applicable)
- Updated AUS
- Amended Purchase Contract (if applicable)
- Appraisal (if applicable)
- Invoices (if applicable)

Questions?

Please email our Production Assistant Team: productionassistant@goamplify.com
 Phone : 512-874-7181