



WHOLESALE BROKER APPLICATION PACKAGE CHECKLIST

Initial Approval

To become approved, please submit a complete Application Package with all items on the following checklist included.

Minimum Approval Standards

- Broker (principal of company) must have at least (5) five years of experience in mortgage lending;
- Minimum Liquid Asset of \$25,000 (Balance Sheet and Profit & Loss Stmt);
- No pending litigation;
- Submission and approval of all required application documentation;

Upload the following REQUIRED documents into your Comergence Document Library

| |
|---|
| Company Formation document - Articles of Incorporation, Articles of Organization or Partnership Agreement (if applicable) |
| Company Organization Chart |
| Resumes of all Owners / Principals / Officers |
| Three Lender References with name and contact information |
| Most recent quarter end Financial - Balance Sheet and Profit & Loss Statement, signed and dated |
| Newfi Broker Application Package - 1.- Authorization / Release for Individuals and Businesses, signed by principal officer, Corporate Resolution signed & dated by principal officer, 2.- Lender Compensation Agreement signed & dated by principal officer, 3.- Broker Portal User Add/Modify Form completed with users who need credentials |
| Newfi Policy Certification (policies and procedures regarding origination process) |
| Current E&O Insurance and Surety Bond per state requirements (if applicable) |
| IRS W-9 (Rev. October 2018) |
| |

Original Date: 2.26.15

Revision: 2.07.23



Authorization / Release for Businesses and Individuals

Certification and Authorization:

The undersigned certifies to Nexera Holding LLC, dba Newfi Wholesale and Newfi Lending (Lender) and its successors and assigns that information and all accompanying documents in connection with this Application are true and complete. The undersigned hereby authorizes Lender to obtain verification of any information or documentation provided in connection with this Application from any source (including, but not limited to both business and personal credit reports through a credit reporting agency chosen by Lender, or character or credit references provided by Applicant or any owner, principal, officer, employee, member, partner or representative of Applicant). Applicant hereby releases and holds harmless Lender, and Comergence Compliance, the third party vendor assisting with verification of information or documentation provided, from and against all liability for claims, damages, losses, costs and expenses of any kind whatsoever that may arise from such verification efforts or the use or reporting of any information obtained in the course of such verification efforts.

Company Name: _____

Signed by: _____

Date: _____

Print Name: _____

Title: _____

Signed by: _____

Date: _____

Print Name: _____

Title: _____

Signed by: _____

Date: _____

Print Name: _____

Title: _____



Corporate Resolution

****Required for Companies with more than one principal - cannot self-appoint****

PURSUANT TO A RESOLUTION BY THE BOARD OF DIRECTORS OF, OR PARTNERS OF

("Company") Corporation/Limited Liability Company/Partnership

I, _____,
Witnessing Officer's Name

_____, do hereby certify that _____ as
Title of Witnessing Officer **Authorized Signer**

the _____ is authorized, pursuant to authority granted by the Company's
Authorized Signer's Title

governing authority on _____, 20____ to enter into contracts to facilitate the business of the company, may delegate authority as appropriate and is empowered to execute documents binding the Company with regard to the sale of mortgage loans to Nexera Holding LLC, dba Newfi and dba Newfi Lending.

Witness my hand and corporate seal on the _____ day of _____, 20____

Witnessing Officer's Signature (Affix Seal)

****Please note, the "Authorized Signer" identified above must execute the Nexera Holding LLC, dba Newfi and dba Newfi Lending Broker Agreement****

Lender Paid Compensation Agreement

This Agreement between _____ (“Broker”) _____ (NMLS ID) and Nexera Holding LLC dba Newfi Lending (“Lender”) shall serve as an Addendum to, and is hereby incorporated to be part of, the Wholesale Broker Agreement between Broke). This Agreement may only be updated by a signed writing, subject to the terms set forth below. **Change Request (must be greater than 90 days from any previous change)**

The effective date for the new compensation declaration shall be 3 business days from the change request

The date of the initial Loan Estimate of an applicable transaction shall determine the compensation that is in effect for any particular loan

Broker agrees that any compensation to be paid pursuant to this Agreement is and will be its sole source of compensation related to any applicable loan. Broker shall not charge any applicable borrower(s) additional fees nor arrange to receive any other form of compensation from any other person or entity other than the Lender, pursuant to the terms set forth herein.

Broker and Lender hereby agree that Broker will be compensated on loans that are closed and funded pursuant to the terms of the Wholesale Broker Agreement. Compensation will be a pre-determined percentage of the loan amount, as set forth below.

Compensation Selection (select one only):

| | | | | |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> 0.50% | <input type="checkbox"/> 0.625% | <input type="checkbox"/> 0.75% | <input type="checkbox"/> 0.875% | <input type="checkbox"/> 1.00% |
| <input type="checkbox"/> 1.125% | <input type="checkbox"/> 1.25% | <input type="checkbox"/> 1.375% | <input type="checkbox"/> 1.5% | <input type="checkbox"/> 1.625% |
| <input type="checkbox"/> 1.75% | <input type="checkbox"/> 1.875% | <input type="checkbox"/> 2.00% | <input type="checkbox"/> 2.125% | <input type="checkbox"/> 2.25% |
| <input type="checkbox"/> 2.375% | <input type="checkbox"/> 2.5% | <input type="checkbox"/> 2.625% | <input type="checkbox"/> 2.75% | |

Optional Compensation Minimum (maximum amount allowed \$2500): \$

Optional Compensation Maximum: \$

Optional Flat Fee – Up to \$650: \$

LOAN ORIGINATOR COMPLIANCE DECLARATIONS:

Broker hereby represents, warrants and covenants that, with regard to each loan and loan file that Broker submits to (“Lender”): (i) Broker, and Broker’s officers, employees and agents (together, “Representatives”) at all times have complied, and will continue to comply, with any and all Laws (ii) Broker and its Representatives have not, and will not, steer any borrower into consummating a transaction that is not in the borrower’s best interest, or that results in the Broker or any other person receiving greater compensation other than expressly permitted under 12 C.F.R. §1026.36, (iii) Broker has presented, and will present, to each borrower a written loan options disclosure fully satisfying the “Safe Harbor” requirements provided for in 12 C.F.R. § 1026.36(e)(2) and §1026.36(e)(3).

Broker hereby acknowledges and represents that Broker has read the foregoing, understands it, is signing this document voluntarily. No oral representations, statements or inducements apart from the foregoing written agreement have been made. The signatory below has been duly authorized to execute this Addendum for Broker.

 Authorized Signature (Principal Broker/Owner)

 Date



POLICY CERTIFICATION

I, _____ am the owner/majority shareholder of _____ and I hereby certify and make the following representations and warranties:

1. Our company has documented policies and procedures regarding the origination process that complies with all investor, State and Federal rules and regulations including but not limited to;
 - a. State Specific laws and Disclosures
 - b. Fair Lending and UDAAP
 - c. Quality Control Plan specifically addressing TRID
 - d. Real Estate Settlement Procedures
 - e. Truth in Lending Act
 - f. GLB/Privacy regulations including CCPA if applicable
 - g. USA Patriot Act
 - h. BSA/Anti-Money Laundering
 - i. Red Flags/Identity Theft
2. All mortgage loan originators are licensed in accordance with the SAFE Act
3. Our company has documented procedures to ensure that loan submissions to Newfi Wholesale are accurate and meet all applicable rules, regulations and investor requirements
4. All employees are apprised of all State, Federal, and investor guidelines and updates.
5. Our company has a process to check and monitor OFAC, GSA, LPD and any other applicable exclusionary lists for all new hires and participants in any mortgage transaction.

I understand that Newfi Wholesale is relying in good faith on the above representations and warranties, all of which are material to their continued willingness to accept loan originations from our company.

Print Name

Title

Signature

Date

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

| | | |
|--|---|--|
| Print or type. See Specific Instructions on page 3. | 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. | |
| | 2 Business name/disregarded entity name, if different from above | |
| | 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____ | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i> |
| | 5 Address (number, street, and apt. or suite no.) See instructions. | Requester's name and address (optional) |
| | 6 City, state, and ZIP code | |
| | 7 List account number(s) here (optional) | |

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

| | | | | | | | | | |
|---------------------------------------|--|--|--|---|--|--|---|--|--|
| Social security number | | | | | | | | | |
| | | | | - | | | - | | |
| or | | | | | | | | | |
| Employer identification number | | | | | | | | | |
| | | | | - | | | | | |

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

| | | |
|------------------|----------------------------------|--------------|
| Sign Here | Signature of U.S. person ▶ _____ | Date ▶ _____ |
|------------------|----------------------------------|--------------|

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.