

Project Review Submission Checklist						
Project Name: _____						
City: _____				State: _____	Zip: _____	
Earliest Date (lock exp., closing date or financing contingency): _____						
Borrower's Last Name: _____				Loan Number: _____		
Fast Track = ✓ Detached waivers for conventional, FHA and VA detached in Michigan ✓ Fannie/Freddie LCOR waivers ✓ Fannie/Freddie 2-4 waivers ✓ FHA Streamline Reviews ✓ VA IRRRLs / VA Approved ✓ Fannie Mae non-expired PERS Approved projects ✓ NRZ non-expired Approvals						
LCOR = Fannie-to-Fannie or Freddie-to-Freddie Limited Cash Out Refinance 80% LTV/CLTV or less, a Fannie/Freddie Loan Lookup printout must be provided as evidence that the underlying mortgage is owned by Fannie/Freddie.						
Documents	Established Type S or U Or Co-op	FHA Single Unit Approval	New Construction or Phase Type R	Detached, 2-4 Unit & LCOR Type V	Limited or Streamline Review	Fast Track Fannie PERS Type T
Submission Request Checklist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PERS Approval/Non-Expired NewRez Approval						<input type="checkbox"/>
FHA Case Number Assignment		<input type="checkbox"/>				
HOA Project Questionnaire	<input type="checkbox"/>	<input type="checkbox"/> ¹	<input type="checkbox"/>		<input type="checkbox"/> ²	
Current Budget	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Current Balance Sheet		<input type="checkbox"/>				
Master HOA Insurance Dec Page per Project Insurance Request Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HO6 (when applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recorded Declaration/Master Deed, Bylaws, & all Amendments		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> ³		
Litigation Disclosure (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	
Appraisal (N/A if PIW)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> ⁴	<input type="checkbox"/>	<input type="checkbox"/>
Flood Cert	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preliminary Title Report (Lien Search for Co-ops)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Occupancy for Entire Project or Phase			<input type="checkbox"/>			
Additional Documents for Co-op's ONLY:						
2yrs Audited Financial Statements	<input type="checkbox"/>					
Latest Offering Plan Amendment	<input type="checkbox"/>					
Stock Certificate (refinance only)	<input type="checkbox"/>					

Please note other documents not listed here may be required as applicable to certain review/project types as determined by the Project Review Department.

Please attach and email documents to: ProjectReview@NewRez.com

Subject line to contain: **Project Name / Borrower's Last Name / Loan Number**

¹Form HUD 9991 (Single-Unit Questionnaire).

² HOA Questionnaire may be waived for Limited or Streamline Reviews if the Project Information section of the Appraisal is completed and evidence that the HOA is not subject to ineligible litigation is provided. An HOA Questionnaire may not be waived if loan has an appraisal waiver.

³ Provide a copy of Declaration/Master Deed and Bylaws if the project does not have a Master HOA Insurance Policy and property insurance is held by the individual unit owner. Individual unit property insurance allowed on detached without review of Declaration.

⁴ Appraisal for detached can be on 1073 or 1004.