



Change of Circumstance Request Request for Issuance of Revised GFE

Note: The Change Request Form should only be used for loans that have been submitted (Final) to CPF. If your submitted loan does not match your registration/lock the loan will be released back to you for corrections

1. Indicate all requested changes.
2. Upload completed Change Request to file along with revised 1003/1008 and/or other applicable docs.
3. CPF will review; confirm request is an allowable change of circumstance, update file and rate lock if applicable.
4. CPF will issue revised GFE to borrower if applicable. (Broker does **NOT** redisclose GFE)

Note: COC may result in loan being subject to 3 business day wait period for closing

Date Change Requested _____ **Date Originally Submitted** _____

Loan # _____ **Borrower(s)** _____

Subject Property Address _____

Broker Company _____

Broker Address _____

Loan Originator _____

Phone # _____

Fax # _____

Email _____

Loan Processor _____

Phone # _____

Fax # _____

Email _____

Requested Changes (Check Boxes as applicable)

The undersigned, has received a request from the Borrower(s) for a change in loan terms as of _____ (Date Broker received borrower(s) request).

| | Change From: | Change To: |
|-----------------|--------------|------------|
| Loan Amount | _____ | _____ |
| Interest Rate | _____ | _____ |
| Property Type | _____ | _____ |
| Program | _____ | _____ |
| Occupancy Type | _____ | _____ |
| Appraised Value | _____ | _____ |
| Other | _____ | _____ |

The loan referenced is changing from "Float" to "Lock" effective _____ (Lock Date)

The rate lock applicable to the loan referenced expired on _____ (Lock Expiration Date)

The undersigned has obtained information regarding the loan referenced that will result in a change of circumstance under RESPA section 3500.2

Changed circumstances as defined in § 3500.2 are: (1) Acts of God, war, disaster, or other emergency; (2) Information particular to the borrower or transaction that was relied on in providing the GFE and that changes or is found to be inaccurate after the GFE has been provided, which information may include information about the credit quality of the borrower, the amount of the loan, the estimated value of the property, or any other information that was used in providing the GFE; (3) New information particular to the borrower or transaction that was not relied on in providing the GFE; or (4) Other circumstances that are particular to the borrower or transaction, including boundary disputes, the need for flood insurance, or environmental problems.

Fees are changing as a result of The Change of Circumstance

| | | |
|-------------------|-----------------------------|-----------------------------------|
| Fee (Name): _____ | From (disclosed Fee): _____ | To (Fee to be redisclosed): _____ |
| Fee (Name): _____ | From (disclosed Fee): _____ | To (Fee to be redisclosed): _____ |
| Fee (Name): _____ | From (disclosed Fee): _____ | To (Fee to be redisclosed): _____ |

The undersigned certifies that the information relating to the change request was received within 24 hours prior to the submission of the above request to ClearPoint Funding, Inc. The undersigned certifies that they have not provided the borrower with any redisclosed GFE's and acknowledges that ClearPoint Funding, will at their discretion redisclose any applicable GFE's to the borrower.

Signature _____ Print Name _____ Date _____