

## Prospective Client Questionnaire

Date: \_\_\_\_\_ Company Name: \_\_\_\_\_

DBA Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Contact E-mail: \_\_\_\_\_ Previous Citi ID Number (ISN), if applicable: \_\_\_\_\_

Company Location (city/state): \_\_\_\_\_

# of Branches: \_\_\_\_\_ # of Loan Officers: \_\_\_\_\_ # of Operations/Processing Locations: \_\_\_\_\_

# of Years in Business: \_\_\_\_\_ # of Active Warehouse Lines: \_\_\_\_\_ Use Hedge Firm?  Yes  No

Company's Liquid Net Worth (as shown on financials): \_\_\_\_\_

% Retail Originated Vol.: \_\_\_\_\_ % Wholesale/Correspondent Vol.: \_\_\_\_\_

Rolling 12-Month Vol. (\$): \_\_\_\_\_ Projected Current Year Vol. (\$): \_\_\_\_\_ Purchase Vol. %: \_\_\_\_\_

| Product Mix               |
|---------------------------|
| % Agency Conv.: _____     |
| % Agency Jumbo: _____     |
| % Government: _____       |
| % Non-Agency Jumbo: _____ |

| Top 3 Conforming Investors |
|----------------------------|
| _____                      |
| _____                      |
| _____                      |

| Top 3 Originating States |
|--------------------------|
| _____                    |
| _____                    |
| _____                    |

What approval(s) are you requesting? (Check all that apply)

Conventional  FHA  VA  Mandatory Trade  Non-Delegated Underwriting

What has prompted you to seek approval with Citi Correspondent Lending?

**After completing this questionnaire, send to [CMICORRNATIONAL@citi.com](mailto:CMICORRNATIONAL@citi.com).** An Account Executive will review your completed questionnaire and you will be contacted to discuss the next steps. If invited to formally apply, the standard documents typically requested for a new Correspondent application are listed below:

|  |                                      |   |
|--|--------------------------------------|---|
| Audited Financial Statements (2 years)       | Quality Control Policies and Reports | Correspondent Loan Purchase Agreement       |
| Company Formation Documentation              | Appraisal Independence Policies      | Fraud Prevention Policies & Procedures      |
| Compliance Policies (SAFE, RESPA/TILA, etc.) | Résumés for Management Contacts      | TPO Appr./Monitoring Proc (if applicable)   |
| Corporate Resolution                         | Wire Authorization Form              | FHA/VA Appr Letter/Policies (if applicable) |