

# National Mortgage Data Repository (NMDR)

## Loan Set Check List & Cover Sheet

### DIRECTIONS:

- Use one check list for each loan set, stack the documents in the order listed below, and staple the loan set together with this coversheet on top (or scan into a PDF file).
- For multiple loans to the same borrower, use a separate cover sheet for each loan and staple or clip all loan sets together (or include the full group in the same PDF file).
- The NMDR seeks materials *only* from 1994–present. Please send *only* the items listed below.

**ZIP:** \_\_\_\_\_ **Borrower Name(s):** \_\_\_\_\_

(leave blank if documents are redacted)

**Loan Amt.:** \_\_\_\_\_ **Loan Date:** \_\_\_\_\_

**Full Legal Name of Lender:** \_\_\_\_\_

**Lender is incorporated in what state (often stated on mortgage)?:** \_\_\_\_\_

**Check One:**  signed consent form included  personally-identifying info redacted  documents are public record

Document	# of docs of this type	Document Type / Details
Loan Application		
Good Faith Estimate		
TILA Disclosure		
HUD-1		
HUD-1A		
Loan Note		<input type="checkbox"/> ARM <input type="checkbox"/> Fixed <input type="checkbox"/> HELOC <input type="checkbox"/> Balloon <input type="checkbox"/>
		<input type="checkbox"/> ARM <input type="checkbox"/> Fixed <input type="checkbox"/> HELOC <input type="checkbox"/> Balloon <input type="checkbox"/>
Loan Note Rider		<input type="checkbox"/> Prepay <input type="checkbox"/> Balloon <input type="checkbox"/>
		<input type="checkbox"/> Prepay <input type="checkbox"/> Balloon <input type="checkbox"/>
		<input type="checkbox"/> Prepay <input type="checkbox"/> Balloon <input type="checkbox"/>
Mortgage—needed only if note not present		
Mortgage Rider—only those that pertain to pricing are needed		<input type="checkbox"/> ARM <input type="checkbox"/> Prepay <input type="checkbox"/> Balloon <input type="checkbox"/>
		<input type="checkbox"/> ARM <input type="checkbox"/> Prepay <input type="checkbox"/> Balloon <input type="checkbox"/>
		<input type="checkbox"/> ARM <input type="checkbox"/> Prepay <input type="checkbox"/> Balloon <input type="checkbox"/>
Arbitration Agreement		<input type="checkbox"/> w/ Lender <input type="checkbox"/> w/ Broker <input type="checkbox"/> Separate doc. <input type="checkbox"/> Mortgage rider <input type="checkbox"/> In note <input type="checkbox"/> In mortgage
		<input type="checkbox"/> w/ Lender <input type="checkbox"/> w/ Broker <input type="checkbox"/> Separate doc. <input type="checkbox"/> Mortgage rider <input type="checkbox"/> In note <input type="checkbox"/> In mortgage
Notice of Right to Cancel		<input type="checkbox"/> Borrower <input type="checkbox"/> Co-borrower <input type="checkbox"/> Both
		<input type="checkbox"/> Borrower <input type="checkbox"/> Co-borrower <input type="checkbox"/> Both
Credit Report		<input type="checkbox"/> Borrower <input type="checkbox"/> Co-borrower <input type="checkbox"/> Both
		<input type="checkbox"/> Borrower <input type="checkbox"/> Co-borrower <input type="checkbox"/> Both
		<input type="checkbox"/> Borrower <input type="checkbox"/> Co-borrower <input type="checkbox"/> Both
		<input type="checkbox"/> Borrower <input type="checkbox"/> Co-borrower <input type="checkbox"/> Both

**Please estimate:** how long did it take to prepare this loan set? \_\_\_\_\_

**Questions?** Contact Jen Douglas at the National Consumer Law Center, 617-226-0329, jdouglas@nclc.org.

**Mail completed materials to:** Jen Douglas, NCLC, 77 Summer St., 10<sup>th</sup> Flr. Boston, MA 02110-1006.

**Thank you for your participation in the NMDR!!!**