

Branch Manager Application Affiliate Branch

Please complete and return the application and attached exhibits to ENG Lending

Date: _____

Name: _____

Address: _____

Phone: _____ **Fax:** _____

Please provide a cover letter with your application indicating your primary interest in operating s a net branch, the geographic area of your anticipated originations, and where you plan to locate your office if this is a new start up office.

Affiliate Branch Information

Full Company Name (if existing company): _____

Address: _____

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Full Name of Branch Manger; _____

Social Security Number: _____

Full Name and title for ALL salaried employees:

_____	_____
name	title

_____	_____
name	title

_____	_____
name	title

_____	_____
name	title

Full Name and title for ALL commissioned employees:

_____	_____
name	title

_____	_____
name	title

_____	_____
name	title

_____	_____
name	title

Production

PRIOR YEAR PRODUCTION

	Conventional		FHA/VA		Other	
	<u>Amount</u>	<u>Units</u>	<u>Amount</u>	<u>Units</u>	<u>Amount</u>	<u>Units</u>
Manager's Volume	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____
Loan Officers	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____
Total	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____

CURRENT YEAR PRODUCTION

	Conventional		FHA/VA		Other	
	<u>Amount</u>	<u>Units</u>	<u>Amount</u>	<u>Units</u>	<u>Amount</u>	<u>Units</u>
Manager's Volume	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____
Loan Officers	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____
Total	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____

PROJECTED PRODUCTION NEXT 6 MONTHS

	Conventional		FHA/VA		Other	
	<u>Amount</u>	<u>Units</u>	<u>Amount</u>	<u>Units</u>	<u>Amount</u>	<u>Units</u>
Manager's Volume	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____
Loan Officers	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____
Total	\$ _____	# _____	\$ _____	# _____	\$ _____	# _____

Branch Projections

Month 1	Month 2	Month 3	Month 4-6	Month 7-12
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Revenue

Total Origination Fee Revenue				
Processing Fees				
Other Misc. Income				
Total Revenue				

Expenses

Loan Officer Commissions				
Staff Salaries				
Benefits				
Payroll Taxes				
Office Rent				
Telephone				
Utilities				
Office Equipment Leases				
Computer Services				
Office Supplies				
Courier Services				
Postage				
Data Lines				
Equipment Maintenance				

Advertising/Promotion

Insurance (contents of office)

Credit Report Fees

Misc.

Total Expenses

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Net Income

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Total Loan Production (\$ Vol.)

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Additional Exhibits to Attach

1. Cover Letter (described on page one of application)
2. Resume of Branch Manager
3. Branch Manager Personal Financial Statement & If Current Business, current Financials (YTD)
4. Resume of Key Employees
5. Employee Roster including Title/Positions (Net Branch Information Sheet attached)
6. Business References (Minimum of Three, Industry Related)
7. Employment Application(s)
8. Background Verification Form(s)
9. Copies of any state licenses, company/branch and personal
10. Tax ID number, if applicable
11. Name, address and phone number of current landlord
12. Production reports or similar documentation of loan volume for the past 12 months
13. Geographic location of your business – list of main states you do business in and the percentage of your business in each
14. List of the primary investors you currently sell or broker loans to and the percentage sold or brokered to each

Please submit the completed affiliate branch application and supporting documentation to:

James W. Emery
Managing Director
Affiliate Branch Division
ENG Lending
145 N. McCall Cove Collierville,
TN 38017

Email: jemery@englending.com or Fax 775-766-5370

Please direct your questions to Jim Emery at 800-423-0847