



**Closing Document Request Form**  
 e-Mail: [closing@michiganmutual.com](mailto:closing@michiganmutual.com)  
 Fax #: (248) 203-7155

**PLEASE COMPLETE ALL INFORMATION**

MMI Loan#: \_\_\_\_\_  
 Purchase \_\_\_\_\_ Refinance \_\_\_\_\_ (Please indicate the transaction type)  
 Closing Date: \_\_\_\_\_ Time: \_\_\_\_\_ 1st Pay Date: \_\_\_\_\_

**If the property is bank owned please indicate the date the closing package must be received by:** \_\_\_\_\_

**Broker Information:**

Broker Name: \_\_\_\_\_ Broker ID#: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Account Exec: \_\_\_\_\_  
 Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

**Title Company Information:**

Title Company: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

**Borrower Information:**

Borrower: \_\_\_\_\_  
 Co-Borrower: \_\_\_\_\_  
 Property Address: \_\_\_\_\_

**Escrow Reserves:**

Homeowners Ins. \_\_\_\_\_ Date Due: \_\_\_\_\_  
 Flood Ins Amt: \_\_\_\_\_ Date Due: \_\_\_\_\_  
 City/Summer Tax: \_\_\_\_\_ Date Due: \_\_\_\_\_  
 County/Winter Tax: \_\_\_\_\_ Date Due: \_\_\_\_\_

**Loan Information:**

Loan Amount: \$ \_\_\_\_\_ Rate: \_\_\_\_\_ Term: \_\_\_\_\_ LTV: \_\_\_\_\_  
 Deposit Amount: \_\_\_\_\_ Seller Contribution: **YES NO** Amount: \_\_\_\_\_  
 Subordinate Financing: **YES NO** Amount: \_\_\_\_\_

Power of Attorney: **POA must be transaction specific and an executed copy must be provided with doc request.**

## Settlement Closing Fees

Charges that cannot change from GFE			
	<u>Amount</u>	<u>Paid by (B/S/L)</u>	<u>POC (Y/N)</u>
<b><u>Origination Charges Includes:</u></b>			
Broker Charges	_____	_____	_____
+			
Yield Spread / Discount (bonafide only)	_____	_____	_____
+ / -			
MMI Underwriting Fee	<b>\$775.00</b>	_____	_____
+			
4506T Processing Fee	_____	_____	_____
=			
Total Origination Charges (Box #1 on GFE)	=====	=====	=====
Transfer Taxes	_____	_____	_____
<b><u>State Specific Fees:</u></b>			
TIEFF (Indiana Only)	_____	_____	_____

The Total of these Charges cannot increase more than 10% from GFE			
Appraisal	_____	_____	_____
Credit Report	_____	_____	_____
Inspection Fee	_____	_____	_____
Title Insurance Fee	_____	_____	_____
Title Services / Closing Fees	_____	_____	_____
Tax Certification Fee (Colorado Only)	_____	_____	_____
Recording Charges	_____	_____	_____
Lender's Title	_____	_____	_____
Owner's Title	_____	_____	_____
Other Fees: _____	_____	_____	_____
Other Fees: _____	_____	_____	_____