



MICHIGAN MUTUAL, INCORPORATED  
Request for VA Recognition of an Agent  
Checklist

Broker Name: \_\_\_\_\_

AE Name: \_\_\_\_\_

Below is a listing of the required items for VA Sponsorship under MMI:

\_\_\_\_\_ Copy of Veteran's Administration approval of Agent reflecting VA Lender ID number.

\_\_\_\_\_ List of geographic areas (states) in which the agent will be originating VA loans (must be licensed in states).

\_\_\_\_\_ Main Contact of Agent – name, address and phone number (should be someone at agent's main office).

\_\_\_\_\_ Corporate Check in the amount of \$100 made payable to the Department of Veterans Affairs.

Submit to:  
Attn: Debra VanMensel / Client Relations  
clientrelations@michiganmutual.com  
Michigan Mutual, Inc.  
100 Galleria Officentre Suite 210  
Southfield, MI 48034

Note / Broker VA Approval: Each agent must contact the VA office with jurisdiction over its home office to obtain a VA lender ID number if it does not already have one. This number is used as the agent's identifier in all VA lending transactions. In addition you must be approved with MMI to submit VA loans.