



WHEDA Advantage Correspondent Pre-Delegated Review Request

Note: Loan must be registered with WHEDA and all documents must be uploaded thru WHEDA-Connect.

Form Purpose: For use by Lenders to receive WHEDA certification on mortgage eligibility prior to receiving full delegated authority.

Lender's Underwriter: _____ Phone: _____

Contact Email Address: _____ Fax: _____

Borrower Name: _____

Co-Borrower Name: _____

Property Address: _____

Estimated Closing Date: _____ WHEDA Loan Number: _____

<p>STEP 1: - Correspondent Lender to underwrite the loan file in accordance to the program requirements</p>
<p>STEP 2: - Upload all required documentation to WHEDA-Connect. The loan <u>must</u> be registered with WHEDA.</p> <ul style="list-style-type: none"><input type="checkbox"/> This form: WHEDA Correspondent Pre-Delegated Review Request (Form 45)<input type="checkbox"/> All documentation for the appropriate program<ul style="list-style-type: none"><input type="checkbox"/> WHEDA Advantage Conventional Application Package Checklist (Form 6)<input type="checkbox"/> WHEDA Advantage FHA Application Package Checklist (Form 6)<input type="checkbox"/> Correspondent Underwriting Conditions List<input type="checkbox"/> Correspondent Underwriter notes<input type="checkbox"/> Choose the “***3 Correspondent Upload” folder, and then the “1 Corr Initial Application Documents” doc type.
<p>STEP 3: - All required documentation will be reviewed by WHEDA underwriting.</p> <ul style="list-style-type: none">• All communication from WHEDA will be through the Lender's Underwriter.• If/when WHEDA determines all documents are satisfactory, Lender will receive a Correspondent Pre-Delegated Certification certifying the loan is eligible for delivery to WHEDA.

WHEDA REQUIREMENT: MUST save document as an un-editable pdf to submit to WHEDA