Gateway
CORRESPONDENT LENDING

# TVLB REGISTRATION

☑ **TVLB REGISTRATION** ☐ **TVLB REGISTRATION CHANGE**

- To request a TVLB Lock: Follow specific instructions at the bottom of this form.
- **Effective 11-05-18: TVLB Locks are 45 days with a 30-day Purchase by Date, Rate Lock Extensions are not allowed.**
- For ALL questions concerning TVLB Loans: Contact your Regional Sales Manager.
- Contact CorrBonds@GatewayLoan.com if you do not receive an email lock confirmation within 24 hours.
- Lock requests must be RECEIVED by CorrBonds@GatewayLoan.com each Friday by 3:00 pm CT.
- Lock requests received on Friday after 3:00 pm CT will not be locked that week. You must resubmit your email lock request on Monday (or the first business day that next week) with the rate in effect for that week.

Company Name Gateway Loan Number

Contact Phone Fax

**Loan Type** ◯ Conventional ◯ FHA ◯ VA

**Loan Term** ◯ 180 ◯ 240 ◯ 300 ◯ 360

**Property Type** ◯ SFR ◯ Duplex ◯ Townhouse ◯ Condo ◯ PUD

**Reservist/National Guard** ◯ Yes ◯ No

**All New Construction Homes Are Subject to ENERGY STAR Compliance**

This box ☐ **MUST** be check if Veteran is eligible for the Disabilities Programs AND -0.50 MUST be entered in the Disability Rate Reduction box below. The Veteran must be at least 30% disabled for eligibility.

**Published Weekly Rate** ☐ % **Disability Rate** ☐ %

**Less Disability Rate Reduction** 0.00 %

**Net (NOTE) Interest Rate** 0.00 % *Lenders are responsible for confirming the disability rating at the time of registration.

**Estimated Closing Date** **Initial Application Date** **Loan To Value** ☐ %

**Contract Date** **VLB Program Loan Amount**

**Sales Price** **Appraised Value**

**Property Address**

Number Street Name

City Zip Code

**Veteran**

Last Name First name

**Social Security Number**

**Client Name** **Phone**

**Contact Name** **Email**

**How to Create a Gateway Loan# and Upload this Registration Form into GEMS before sending Email to Request TVLB Lock:**

1 Log into GEMS - Select "New File" to "Create File from Scratch" or "Import Fannie Mae File" to add loan data, click "Save", now enter the 8 digit loan number you created onto this Registration Form and complete all fields. Save form in PDF format to upload into GEMS.

2 Select this loan in GEMS, go to "Stored Documents" select "Upload Document" select "Browse" find and select this PDF Registration Form you just saved, then click drop down list and select "Initial Submission" select "Upload".

3 **NEXT REQUIRED STEP** Email CorrBonds@GatewayLoan.com with "TVLB Lock Request" in Subject Line and Gateway loan number in the body of the email **TO REQUEST LOCK.** If you do not receive email lock confirmation within 24 hours, contact CorrBonds@GatewayLoan.com.