# Simplifying a Complex Process Translates into Quicker Execution

## Origination

- Contact is made within 24 hrs of referral
- Typically an application & credit report are taken at initial contact, but more importantly, key questions are asked in advance to prepare the expectation for type of loan file ConfiCasa will obtain
- If possible or needed, additional documentation will be requested in the initial conversation. Unlike the processes of many brokers and lenders, ConfiCasa has a mandatory 2 year income documentation request at origination in order to set the direction in which ConfiCasa loan program will be offered.
- Income is the backbone of all loan files in today's environment
- It is important to recognize that many clients do not know what their true income numbers look like. ConfiCasa is extremely experienced and knowledgeable in asking the RIGHT questions and looking for the right numbers UPFRONT.
- Total time for origination is 48 hours, with some clients taking 3 to 5 days, depending on client turnaround

## Processing/Under Writing

- The processing stage involves ConfiCasa presenting the loan program offering to the client and the client providing to ConfiCasa relevant documentation (as set forth in a document request list) needed to process the file and submit to underwriting
- ConfiCasa has formalized a process where no files are submitted to underwriting unless either approvable (as determined by ConfiCasa) or potential complications are expressed to all parties upfront
- Typically, a client takes one week or less to provide all documents per the documentation request list
- Each lender then typically takes 1 to 2 weeks to provide answers, request conditions if applicable and grant a loan commitment to the client
- Processing and Underwriting take approximately 15 to 30 days in total

## Closing

- ConfiCasa facilitates the most efficient and effective closing process by obtaining all seller/developer required documents upfront
- For new construction, ConfiCasa obtains a master file that includes the articles of incorporation, POA ID's (if necessary), registered condo regime, registered sub regimes (if applicable), as well as several other standard closing documents
- The master file will be submitted by ConfiCasa to each lender upfront
- Once all documents are received by the lender and approved, the closing process will be systematic
- For re-sales, the realtor and/or seller is contacted in the processing stage to collect pertinent seller/property docs
- Closings typically take 45 to 60 days, which includes SRE permits, Notario coordination, trust drafts and finalization, and appraisals
- ConfiCasa acts as a turn key coordinator, which manages, tracks and monitors all closings with each party