



CONTRACT ORDER FORM

FAX TO: 888.936.1290

DATE LOAN DOCS NEEDED?

DEALERS TIME ZONE:

FOR NEXT DAY DOC REQUESTS:

IL OFFICE MUST RECEIVE THIS FORM WITH ALL CONDITIONS MET BY 3 PM CENTRAL STANDARD TIME

WHEN YOUR CLOSING HAS BEEN SCHEDULED BY TFS, YOU WILL RECEIVE DOCS BY 5 PM CST THE FOLLOWING DAY

PLEASE NOTE: THERE IS A MIN 24 HOUR TURN AROUND TIME ON ALL REQUESTS MADE AFTER 3 PM

* FOR OPEN DATED CONTRACTS, WE NEED TO KNOW WHAT MONTH THE PHONE AUDIT WILL BE COMPLETED IN ORDER TO DETERMINE THE CORRECT CALCULATION - OUR SYSTEM CALCULATES ON A 30 OR 31 DAY MONTH

CONTRACT DATE:	DEALER/BROKER:
DATE OPEN: YES NO	DBA:
*MONTH OF CALC TAPE:	PHYSICAL ADDRESS:
INTEREST RATE: TERM:	MAILING ADDRESS:
1ST PMT DATE: MIN 30/MAX 45	PHONE #:
OVER 30, UP TO 45 DAYS WILL ADD ADDL \$ TO MONTHLY PMT	FAX #:
BORROWER:	CONTACT:
BORROWER:	*EMAIL ADDRESS:
PHYSICAL MH ADDRESS:	*ONLY IF YOU WANT YOUR CONTRACT E-MAILED TO YOU
CITY, STATE, ZIP:	FLOOR PLAN:
HOME#:	ADDRESS:
WORK #:	PHONE:
***A BOX # OR ROUTE # WILL NOT BE SUFFICIENT. PLEASE PROVIDE	CONTACT:
A 911 ADDRESS, LEGAL DESCRIPTION OR PARCEL ID # FOR THE PROPERTY.	INVOICE AMT: \$
PARK NAME:	IS THIS A REPO FROM ANOTHER LENDER YES NO
COUNTY:	WHICH LENDER?:
PRIVATE PROPERTY: YES NO	

COLLATERAL: ALL OF THIS INFORMATION MUST MATCH INVOICE OR DOCS ARE VOID

YEAR: _____	MAKE: _____	MODEL NAME: _____
SIZE (W/ HITCH) _____	X _____	SERIAL #: _____

SELLING PRICE: \$ _____	SELLER(S) INFO - OTHER THAN DEALER/BROKER ABOVE:
TAX: \$ _____	
TITLE FEE: \$ _____	
P.D. INS. (TERM) \$ ()	
WARRANTY (TERM) \$ ()	
CL/DIS INS. (TERM) \$ ()	
BROKER FEE: \$ _____	
FLOOD FEE: \$ _____	
PROCESSING FEE: \$ _____	
TOTAL SELLING: \$ _____	
PHONE: _____	
LIEN ON TITLE: YES NO	
LENDER: _____	
ADDRESS: _____	
PHONE: _____	
ACCOUNT#: _____	
PER DIEM: \$ _____	
PAYOFF AMT: \$ _____	
PAYOFF GOOD TILL: _____	
A PAYOFF STATEMENT FROM SELLERS LENDER MUST BE FAXED WITH THIS FORM. PAYOFF DATE MUST BE GOOD FOR AT LEAST 30 DAYS FROM CONTRACT DATE.	
NAME(S) ON TITLE: _____	
WHAT STATE IS THE HOME CURRENTLY TITLED IN?: _____	
NOTES:	

TRADE IN-INFORMATION	
YEAR: _____	
MAKE: _____	
SIZE: _____	

revised 06/11/08