

Completing the Good Faith Estimate

Many of the **Good Faith Estimate** fields are prepopulated from the **Borrower (or Prospect) Information** screen, the **Loan Application**, and if used, closing cost scenario and loan program templates.

The following buttons, located at the bottom of the workspace, provide additional functionality:

- [GFE 2010](#)
- [Svc Providers List](#)
- [Aggr Escrow](#)
- [Mtg Insurance](#)
- [Sub Financing](#)
- [HE & Oblig](#)

To complete the **Good Faith Estimate**

1. Open a prospect or borrower file.
2. Open the **Good Faith Estimate** from the **Forms** menu or the shortcut toolbar.
3. Complete the general loan information. Most of the fields are prepopulated.

B Smith, Johnathan B. | Good Faith Estimate

Date Prepared	01/04/2008	Loan Program	5/1 1/0
		CC Scenario	

Loan Amt	380,000	Interest Rate	6.500 %	1st Pmt Date	
w/ MIP, FF	380,000	Term/Due In	360 / 360 mths	Est Close Date	

Company Names

<input checked="" type="checkbox"/>	Use	The Mortgage Brokers	for "Paid To" Broker Company Name
<input checked="" type="checkbox"/>	Use	Chase	for "Paid To" Lender Company Name
<input type="checkbox"/>	Use		for "Paid To" Investor Company Name

PFC - Prepaid Finance Charge (APR Items) F - FHA Allowable POC - Paid Outside of Closing

- a. Click **Loan Program** to populate information into the loan file from a loan program template.
- b. Click **CC Scenario** to enter the closing costs from a closing cost scenario template.
- c. Complete the *Company Names* section.

If you select the **Use** check boxes, the broker, lender, and investor names are automatically populated when the corresponding **Paid To** option is selected when entering additional loan charges.

For example, if you select *Broker* from the **Paid To** dropdown list when you specify the loan origination fee, the *Company Name* field is automatically populated with the company that was entered in the *Use for "Paid To" Broker Company Name* field in the *Company Names* section.

4. Complete the *Items Payable in Connection with Loan* section.

PFC - Prepaid Finance Charge (APR Items) F - FHA Allowable POC - Paid Outside of Closing

800: ITEMS PAYABLE IN CONNECTION WITH LOAN:

Line #	Description	Paid To: Company Name	Amount	Paid By	PFC/F/POC
801:	Loan Origination Fee	Br The Mortgage B 1.000 % + \$	= \$ 3,800.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
802:	Loan Discount	Le Chase 0.500 % + \$	= \$ 1,900.00	Bc	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
803:	Appraisal Fee	Ot Lenny Appraisal	\$ (350.00)	Bc	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
804:	Credit Report	Ot The Credit Com	\$ 25.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
805:	Lender's Inspection Fee	Ot AAA Home Insp	\$ (400.00)	Bc	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
808:	Mortgage Broker Fee	% + \$	= \$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
809:	Tax Service Fee	Le Chase	\$ 85.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
810:	Processing Fee	Br The Mortgage B	\$ 595.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
811:	Underwriting Fee	Le Chase	\$ 750.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
812:	Wire Transfer	Ot	\$ 25.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
813	Admin Fee	Br The Mortgage B	\$ 650.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
814	Flood Cert	Le Chase	\$ 19.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Lender Loan Docume	Ot Chase	\$ 175.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Compensation to Broker from Lender (Not paid out of Applicant's Loan Proceeds)					
815	0% to 4%	0.250 % = \$	950.00		<input type="checkbox"/>
		% = \$			<input type="checkbox"/>

900: ITEMS REQUIRED BY LENDER TO BE PAID IN ADVANCE:

This section contains an itemized list of loan fees, who they are paid to, who pays them, and whether they are a prepaid finance charge, FHA-allowable, or paid outside of closing. Blank fields are provided to add user-defined fees.

- Select who is to receive payment (*Broker, Lender, Investor, or Other*) for the item from the **Paid To** dropdown list.
- If not prepopulated, enter the company name of the payment recipient in the *Company Name* field.
- Enter the fee in the *Amount* field.
For the *Loan Origination Fee*, *Loan Discount*, and *Mortgage Broker Fee* fields, enter the fee as a percentage, a flat fee, or a combination of the two. The *Amount* field is automatically populated.
- Select who is to make the payment (*Borrower, Seller, Broker, Lender, Third Party, or Correspondent*) from the **Paid By** dropdown list.
Borrower is assumed when no option is selected.
- Specify whether the payment is a [prepaid finance charge](#) (PFC), [FHA-allowable](#) (F), or [paid outside of closing](#) (POC).
- After all fees are entered, enter any fees that are to be paid directly to the broker by the lender in the Compensation to Broker by Lender fields. These values are not included in the total estimated settlement charges.

5. Complete the *Items Required by Lender to be Paid in Advance* section.

900: ITEMS REQUIRED BY LENDER TO BE PAID IN ADVANCE:

Line #	Description	Paid To: Company Name	Amount	Paid By	PFC/F/POC
901:	Interest	Le Chase	11 days @ \$ 68.6111 \$ 754.72		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
902:	Mtg Insurance Premium		\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
903:	Hazard Insurance	0t Arizona Insuran	12 mths @ \$ 45.00 \$ (540.00)	Bc	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
904:	County Property Tax	0t Apache County	\$ 396.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
905:	VA Funding Fee		\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

1000: RESERVES DEPOSITED WITH LENDER:

This section contains an itemized list of fees that are required by the lender to be paid in advance, who they are paid to, who pays them, and whether they are a prepaid finance charge, FHA-allowable, or paid outside of closing. Blank fields are provided to add user-defined fees.

- a. Select who is to receive payment (*Broker, Lender, Investor, or Other*) for the prepaid item from the **Paid To** dropdown list.
- b. Enter the company name of the payment recipient in the *Company Name* field.
- c. Enter how many days or months of the fee that must be paid in advance in the *days* or *mths* field.
The *Amount* field is automatically populated.
For prepaid interest, interest is paid for the remainder of the current month. The amount is calculated based on the number of days per year that is set in the company defaults.
- d. Click the **Mtg Insurance Premium** button to open a dialog box to calculate the mortgage insurance based on the rates that were defined in the dropdown utility, or enter the information manually.

Note

The **Mtg Insurance Premium** button is enabled only when the loan type selection is **Conventional** or **Other**.

- e. Click the **Hazard Insurance** button to open a dialog box to calculate the hazard insurance premium or request a quotation for hazard insurance, or click the lock box to unlock the field and enter the information manually.
- f. Select who is to make the payment (*Borrower, Seller, Broker, Lender, Third Party, or Correspondent*) from the **Paid By** dropdown list.
Borrower is assumed when no option is selected.
- g. Specify whether the payment is a [prepaid finance charge](#) (PFC), [FHA-allowable](#) (F), or [paid outside of closing](#) (POC).
- h. For user-defined fees, type the line number or select it from the dropdown list, enter a description or select a description of the fee from the dropdown list, and complete the remaining fields.

6. Complete the *Reserves Deposited with Lender* section as you did in the previous section.

1000: RESERVES DEPOSITED WITH LENDER:

Line #	Description	Paid To: Company Name	Amount	Paid By	PFC/F/POC
1001:	Hazard Ins. Reserves	Le Chase	6 mths @ \$ 45.00 \$ 270.00	Bc	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1002:	Mtg Insurance Reserves	Table	mths @ \$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1003:	School Taxes		mths @ \$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1004:	Taxes Reserves	Le Chase	Table 7 mths @ \$ 395.83 \$ 2,770.81		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1005:	Flood Ins. Reserves		mths @ \$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1006	HOA	Le Chase	6 mths @ \$ 120.00 \$ 720.00		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			mths @ \$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1007	Aggregate Adjustment	Le Chase	Table Aggregate Adjustment \$ -165.00	Bc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

1100: TITLE CHARGES:

This section contains an itemized list of reserves that the lender requires to be paid in advance to the impound account, who they are paid to, who pays them, and whether they are a prepaid finance charge, FHA-allowable, or paid outside of closing. Blank fields are provided to add user-defined fees.

Use the **Table** buttons to open the table of fees that were defined in the dropdown list utility for the *Mtg Insurance Reserves* and *Taxes Reserves* fields, or enter the information manually.

Use the *Aggregate Adjustment Table* button to open the **Initial Escrow Account Setup** dialog box. This dialog box is used to specify funds that are to be deposited into an escrow (impound) account.

- Complete the *Title Charges* section as you did in the previous section.

1100: TITLE CHARGES:

Line #	Description	Paid To: Company Name	Amount	Paid By	PFC/F/POC
1101:	Closing/Escrow Fee	Otl Arizona National	Table \$ 2,200.00	Bo	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1105:	Doc Prep Fees	Otl Arizona National	\$ 50.00	Bo	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1106:	Notary Fees	Otl Arizona National	\$ 85.00	Bo	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1107:	Attorney Fees		\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1108:	Title Insurance (Lender's)	Otl Arizona National	Table \$ 250.00	Bo	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1109	Electronic Document	Otl Arizona National	\$ 25.00	Bo	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			\$		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

1200: GOVERNMENT RECORDING & TRANSFER CHARGES

This section contains an itemized list of title charges, who they are paid to, who pays them, and whether they are a prepaid finance charge, FHA-allowable, or paid outside of closing. Blank fields are provided to add user-defined fees.

Use the **Table** buttons to open the table of fees that were defined in the dropdown list utility for the *Closing/Escrow Fee* and *Title Insurance (Lender's)* fields, or enter the information manually.

- Complete the *Government Recording and Transfer Charges* section as you did in the previous section.

Line #	Description	Paid To: Company Name	Amount	Paid By: PFC/F/POC
1201:	Recording Fees	Ot Apache County	\$ 100.00	Bc
1202:	City/County Tax/Stamps	Ot City of Carson	\$ 500.00	Bc
1203:	State Tax/Stamps		\$	
	User Defined		\$	
	User Defined		\$	
	User Defined		\$	

This section calculates city, county, and state tax payments based on the loan amount or purchase price.

Use the **Table** buttons to open the table of fees that were defined in the dropdown list utility for the *Recording Fees*, *City/County Tax/Stamps*, *State Tax/Stamps*, and any user-defined fields, or enter the information manually.

- Complete the *Additional Settlement Charges* section.

Line #	Description	Paid To: Company Name	Amount	Paid By: PFC/F/POC
1302:	Pest Inspection	Ot AAA Pest Contrc	\$ (250.00)	Bo
			\$	
			\$	
			\$	
			\$	
	Total from GFE 2010		\$	

TOTAL ESTIMATED SETTLEMENT CHARGES: 16,937.48

Enter any user-defined fees that are not included elsewhere in the **Good Faith Estimate**:

- Type the line number or select it from the dropdown list.
- Select the type of fee from the *Description* dropdown list or enter a description manually.
- Select the payment recipient, enter the company name, enter the amount, select who is to make the payment, and specify how the charges are being paid (**PFC/F/POC**).

The user-defined fees from the **Good Faith Estimate (GFE 2010)** are totaled and populated in the *Total from GFE 2010* field.

0. Review the costs in the *Closing Costs & Prepaid Items Summary* and *Total Estimated Monthly Payment* sections.

TOTAL ESTIMATED SETTLEMENT CHARGES		14,759.70
Closing Costs & Prepaid Items Summary		
Total Borrower Paid (a)		14,759.70
Paid by Seller		5,000.00
Paid by Broker		
Paid by Lender		
Paid by Other		
Total Non-Borrower Paid (b)		5,000.00
TOTAL CLOSING COSTS & PREPAID ITEMS (a+b)		19,759.70
Closing Costs & Prepaids Allocation		
Paid to Broker		5,045.00
Paid to Other		9,714.70
Total Estimated Monthly Payment		
First Mortgage		2,058.33
Other Financing		550.32
Hazard Insurance		45.00
Taxes		395.83
Mortgage Insurance		
HOA Dues		
Other		
TOTAL MONTHLY PAYMENT		3,049.48
Total Estimated Funds Needed to Close (Details of Transaction)		

The total settlement charges are calculated and populated in the *Total Estimated Settlement Charges* field.

The closing costs and prepaid item allocations are totaled in the *Closing Costs & Prepaid Items Summary* and in the *Closing Costs & Prepaids Allocation* section. An estimate of the monthly payments is provided in the *Total Estimated Monthly Payment* section.

1. Enter any adjustments in the *Total Estimated Funds Needed to Close (Details of Transaction)* section.

Total Estimated Funds Needed to Close (Details of Transaction)

a. Purchase Price	475,000.00	j. Subordinate financing	
b. Alterations		k. CC paid by seller	5,000.00
c. Land		l. Cash Deposit	10,000.00
d. Refi (incl. debts to be paid off)			
e. Est. Prepaid Items	4,026.53		
f. Est. Closing Costs	9,334.00	CC Adjustments for FHA/VA	
g. PMI, MIP, Funding Fee		— For Sub Financing Only	
h. Discount (if Borrower will pay)	1,900.00	New First Mortgage	
i. Total Costs	490,260.53	Closing Costs from New Second Mortgage	0.00
		m. Loan Amt (excl. fee financed)	380,000.00
		n. PMI, MIP financed	MIP/FF
		o. Loan Amt (m + n)	380,000.00
		p. Cash from/to Borrower	95,260.53

Notes

This section contains a total of the estimated closing costs and prepaid items. This information is duplicated in the *Details of Transaction* section on page 4 of the **Loan Application** and the **Cash-to-Close** screen.

2. Enter any notes in the *Notes* section and select the **This Good Faith Estimate is being provided by broker...** check box if the broker has completed the estimate.

Attention

*If you completed the Company Information defaults in the Point **Utilities** menu and selected **Broker as the I conduct business as a check box option**, the **This Good Faith Estimate is being provided by broker...** check box is automatically selected and is disabled.*

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