



4000 Midlantic Drive, Suite #102
Mt. Laurel, NJ 08054

Branch Add Request

BRANCH INFORMATION

Parent Company Name:	Parent NMLS ID:
DBA, <i>if applicable</i> :	Branch NMLS ID:
Branch Street Address:	Branch Phone:
Branch City, State, ZIP:	Branch Fax:

BRANCH CONTACT INFORMATION

Branch Manager:	NMLS ID:
Phone:	Email:
Cell Phone:	
SPARC User Role(s):	Admin Loan Officer Post-Closer Processor Secondary

Name:	NMLS ID:
Phone:	Email:
Cell Phone:	
SPARC User Role(s):	Admin Loan Officer Post-Closer Processor Secondary

**** Important Note:** At least **one user MUST be identified as an Admin** for your location. **

ADDITIONAL INFORMATION

Are you currently using any third-party services (i.e. Third Party Processing companies)? -- Yes -- No

IF YES, PLEASE LIST. PROVIDE ARC HOME THIRD PARTY PROCESSING QUESTIONNAIRE, AND A COPY OF THE AGREEMENT(S), FEE SCHEDULE, AND SAMPLE INVOICE.

Your AMC will default to the AMC assigned to your Parent Company. For geographical AMC changes, please contact your Arc Home Account Executive.

CERTIFICATION & AUTHORIZATION

The undersigned certifies that: (i) he/she is duly authorized by his/her the Parent Company to submit this Branch Add Request to Arc Home LLC; (ii) the information contained herein is true and correct in all material respects; and (iii) the branch being added operates in adherence to the Parent Company's guidelines, including but not limited to those related to quality control practices, compliance with applicable laws, regulations, investor requirements, pre-employment background checks and licensure requirements.

AUTHORIZED BRANCH REPRESENTATIVE SIGNATURE:

REPRESENTATIVE NAME/TITLE:

DATE: