YOUR CONTRACT-TO-CLOSING ROADMAP

I'm under contract. What's next?

1

Contract in → disclosures out

Your To Do: Sign the contract. Your Realtor will send the signed purchase contract to me.
My To Do: Prepare and send the Loan Estimate + initial disclosures (intent to proceed + others).

2

SIGN TO START: both signatures are needed

You sign: Loan Estimate acknowledgment + intent to proceed sent in the lender's secure portal.
My process: nothing moves forward until BOTH are signed. Underwriting submission and appraisal stay on hold.

3

Two tracks move at the same time

YOUR FINANCES

I set up the lender file, order disclosures. Once signed, I submit to underwriting for the lender's review.

THE PROPERTY

I order the appraisal, if needed, and title. You arrange the inspection, and locate insurance quotes for homeowner's insurance.

4

Conditional approval: a to-do list

The lender lists what is still needed.
You do: Send requested items to me. I organize the response. **This is not final approval.**

5

Final review + Closing Disclosure

We clear final conditions and confirm closing figures.
You do: Review the CD and acknowledge receipt promptly.[1]

6

Sign → fund → get keys

Verify closing funds, sign, and work with your realtor to get keys.
Signing, funding, and possession may happen at different times.

Track contract deadlines with your agent. A loan delay does not extend your contract.

[1] CFPB: disclosure timing / intent to proceed: https://www.consumerfinance.gov/rules-policy/regulations/1026/19/
[2] CFPB: Loan Estimate / acknowledgment: https://www.consumerfinance.gov/rules-policy/regulations/1026/37/
[3] CFPB: closing preparation: https://www.consumerfinance.gov/owning-a-home/close/

Desiree Hope | NMLS 1559516 | 970-326-3425 | desiree@outliermtg.com | destheloanlady.com | Licensed in CO & NM
Powered by Xpert Home Lending NMLS# 2179191, 1100 Satellite Blvd, Suwanee, GA 30024
Outlier Mortgage LLC NMLS #2179191 | Equal Housing Lender | Regulated by the Division of Real Estate | NMLS Consumer Access: www.nmlsconsumeraccess.org
1280 Industrial Ave Suite 101B, Craig, CO 81625 | 2740 Acres Lane #203A, Steamboat Springs CO 80487

THE FEW THINGS YOU REALLY NEED TO KNOW

Keep your closing moving.

Questions? Call or text Desiree: 970-326-3425

Loan Estimate = estimated figures, not final numbers

Shows proposed loan terms, payment, costs, and cash needed to close. Figures may change before closing. This is not final loan approval.[1,2]

Locked rate: Held for a set period, subject to the lock's terms.
Floating rate: May change until locked. We'll confirm your status.[2]

Some Important Loan Deadlines:

3
BUSINESS DAYS

Lender sends the LE

Within 3 business days after receiving a completed application and purchase contract.[1]

10
BUSINESS DAYS

Estimated-cost window

Sign the LE + intent to proceed within the LE's cost window. After it expires, estimated costs may be revised, and your loan may be delayed.[1,2]

3
BUSINESS DAYS

Receive + review the Preliminary Closing Disclosure

At least **3 business days before closing.** The Closing Disclosure shows your loan terms, costs, and cash needed to close.[1]

STOP

DON'T DO THESE THINGS

Talk to me BEFORE making financial changes to ensure no negative impact to your loan.
It's very possible to LOSE your loan approval due to one or more of these changes occuring prior to closing.

- × **Don't co-sign** for anyone's loan.
- × **Don't get new credit,** including store cards or buy-now-pay-later plans (Klarna, Afterpay, Affirm etc)
- × **Don't charge more than usual** to your credit cards.
- × **Don't move money between accounts,** even to pool it in one place.[5]
- × **Don't make large cash deposits** of any kind.[5]
- × **Don't make large purchases,** cash or credit, without talking to me first.
- × **Don't change jobs, hours, or pay structure** without talking to me first.
- × **Don't close credit accounts or pay off debts** without checking with me.
- × **Don't accept gift funds or sell assets for closing** without making a plan with me.[5]
- × **Don't miss or pay bills late.** Keep every payment on time.
- × **Don't wire closing funds** without calling title at a trusted, verified number.[4]

Already made a change? Tell me now so we can make a plan.

Timing: LE starts with six application items and generally must be sent 7 business days before consummation. The 10-day window starts with LE delivery; a lender may allow longer. CD timing counts Saturdays, not Sundays/federal legal holidays. We confirm exact dates. Warnings are best practices, not blanket lending bans. Not a commitment to lend.[1]

[1] CFPB: disclosure timing / intent to proceed: https://www.consumerfinance.gov/rules-policy/regulations/1026/19/
[2] CFPB: Loan Estimate / acknowledgment: https://www.consumerfinance.gov/rules-policy/regulations/1026/37/
[4] CFPB: wire-fraud prevention: https://www.consumerfinance.gov/owning-a-home/beware-mortgage-closing-scams/
[5] CFPB: documenting funds: https://www.consumerfinance.gov/owning-a-home/close/submit-documents-and-answer-requests-from-the-lender/

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