

# LOAN PROCESS FLOW CHART

WHAT TO EXPECT DURING THE HOME MORTGAGE PROCESS



STEP 1

## Pre-Qualification

Start out on the right foot. Provide financials to your loan officer to review your information and make a pre-qualification decision.



STEP 2

## Loan Options

After you have received your pre-qualification you can discuss your financing options with your loan officer.



STEP 3

## House Hunting

If you haven't already done so find a realtor to work with. Find your home, make and negotiate an offer on the house.



STEP 4

## Home Inspections

With your accepted offer it's time to schedule the necessary home inspections.



STEP 5

## Loan Application

Send Keystone Alliance Mortgage any requested documents. Its time to make the official mortgage application.



STEP 6

## Electronic Signature

Loan disclosures will be sent to you via email. DocuSign all items in the application package.

\*Don't forget to **acknowledge the loan estimate (LE)** sent via email as well.



STEP 7

## File Processing

This is where we our team really gets moving:

- Title work is ordered
- Appraisal is ordered
- Loan Processing



STEP 8

## Underwriter Review

At this point the loan underwriter reviews the mortgage application and all documents. **Additional conditions** may need to be met.

\*Please provide requested documents within 24 hours.



STEP 9

## Cleared For Closing

Once loan conditions are met the underwriter will issue a clear to close.



STEP 10

## Schedule Closing

The attorney or title agent will typically schedule with all parties a closing day and time.

\*Be sure to DocuSign the disclosure package sent out via email.

*Attend your closing and then celebrate.*

# CONGRATULATIONS!