

**The following lock form
is only to be used when
Dream Portal is not
available for locking.**

**Please contact your
Open Account Executive
or Partner Success if you
have any questions.**

PartnerSuccess@GenWayHome.com



LOCK REQUEST FORM

Lock Hours are 8:30 AM – 4:00 PM Pacific Time

Requests received after 4:00 PM PT will be subject to next business day processing.

Requests received before 4:00 PM PT will be processed on the same day.

Loan is not locked until receipt of lock confirmation.

Lock confirmations will be emailed within 24 hours or less.

If a Pricing Change is issued, the new price is effective immediately.

Please contact your AE or email Lock Desk at lockdesk@genwayhome.com if you have any questions.

EMAIL **FULLY COMPLETED** LOCK REQUEST FORM TO LOCKDESK@GENWAYHOME.COM

File cannot be locked without all required items completed on this form. Incomplete requests will be rejected.

Date:

BROKER INFORMATION

LO Comp:

Lender Paid

Borrower Paid

BORROWER & SUBJECT PROPERTY INFORMATION

Borrower Last Name:

Co-Borrower Last Name:

Borrower First Name:

Co-Borrower First Name:

Borrower FICO:

Co-Borrower FICO:

Property Address:

Borrower Type:

Co-Borrower Type:

LOAN INFORMATION

Base Loan Amount:

Total Loan Amount:

Appraised Value:

Sales Price:

LTV/CLTV:

Sub. Financing Amount:

Property Type:

SFR PUD Condo MH SW MH DW Townhouse Attached Detached

LOCK INFORMATION

Loan #:

RATE & PRICING INFO

Doc Type:

Income Verification Type:

1st Lien Rate:

2nd Lien Rate:

Lock Period:

Program Description:

15 30 45 60

Program Code:

Loan Term:

Base Price:

AUS Program:

DU LP GUS Manual

LLPA Description:

LLPA:

PPP Term:

5yr 4yr 3yr 2yr 1yr None

Buydown:

2/1 None Other

Occupancy:

Primary 2nd Home Investment

Purpose:

Purchase Rate &Term Cashout Streamline/IRRRL

Interest Only:

Yes No

Units:

1 2 3 4

LOAN TYPE

ADDITIONAL LOCK INFO

Conv

FHA

FHA DPA

DreamBuilder

VA

USDA

NonQM

Other

High Balance

DTI:

Months Reserve:

Lender Fee Buyout:

Yes (Fees In)

No (Fees Out)

DSCR Ratio:

Impounds/Escrow:

Tax

Insurance

First Time Homebuyer

Self Employed

Short Term Rental

Mixed Use

Net Price:

ADDITIONAL NOTES FOR LOCK DESK