

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

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

PartnerSuccess@GenWayHome.com

ARENA

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: SELECT ONE

Co-Borrower Type: SELECT ONE

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: SELECT ONE

Income Verification Type: SELECT ONE

1st Lien Rate:

2nd Lien Rate:

Lock Period:

15 ☐ 30 ☐ 45 ☐ 60 ☐

Program Description:

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