

CEDAR POINT FEDERAL CREDIT UNION

Serving Southern Maryland since 1945



Cedar Point Federal Credit Union *Subordination Requirements*

The items listed below are needed in order to comply with your request for a subordination agreement:

1. Loan Application (Form 1003)
2. Full Appraisal (Less than 90 days old)
 - No Broker Appraisals
 - No Re-certifications
3. Underwriter's Transmittal Summary (Form 1008)
4. Title Commitment Search (Less than 30 days old)
5. Income Verification – may be required for self-employed borrowers (i.e. Tax Returns)
6. Flood Insurance Declaration Page (**If Flood Insurance is required, be prepared to provide proof of insurance to cover the combined 1st and 2nd loan amounts.**)
7. The name of the new first mortgagee for the subordination agreement.
8. A check for \$200.00 made payable to Cedar Point Federal Credit Union for the Subordination Fee

Please allow a minimum of 10 business days from the date of receipt of all required documents and fee for completion of the subordination agreement. Please send the above documentation to my attention for management approval.

Sincerely,

Sherry J Pickeral
NMLS #509346
Mortgage Services
301 863-7071 x8408
301-862-4800 fax
spickeral@cpfcu.com