



**Broker Bulletin: 2013-01**

**June 1, 2013**

**Overview** TCF has revised the Broker Origination Guide and certain other documents.

**Effective Date** Use of the revised Domestic Partnership / Civil Union Questionnaire is required immediately in Colorado if any of the applicants are unmarried. All other changes are effective for applications received by TCF on or after September 1, 2013.

**Updated Documents** The following documents have been updated:

- ***Notice and Authorization Concerning Your Loan Application (Doc #765)*** – Revised to include the minimum compensation that TCF will pay the Mortgage Origination firm, if applicable.
- ***Domestic Partnership / Civil Union Questionnaire (Doc #853)*** – Revised to require completion by unmarried applicants in Colorado. Effective **May 1, 2013**, civil unions are permitted in Colorado. Partners in a civil union must be treated the same as married couples. A non-borrowing civil union partner who is not in title must sign the security instrument if there is a recorded declared homestead on the property, as a spouse would need to.

In addition, the option for the loan originator to complete the form has been removed. If an applicant is unmarried, they must complete and sign the form in all cases.

Finally, the form has been revised to make it clear that it is only required if any of the applicants is unmarried. It is not required if all applicants are married.

- ***Submission Form (Doc # 717)***– In addition to several non-substantive changes, this document was revised to:
  - Add Colorado as a state in which the Domestic Partnership/Civil Union is required to be submitted as soon as possible after the broker submits the application to TCF.
  - Require the Mortgage Statement for all remaining open mortgages at the time the broker submits the application to TCF (previously the Mortgage Statement was required for conditional approval); and
  - Require the broker to submit the hazard Insurance binder with TCF as 2<sup>nd</sup> loss payee in all cases (previously this was only required for loans in which TCF is compensating the broker).

- Include the requirements for income verification.
- **Document Preparation Request (Doc #847)** – In addition to several non-substantive changes, this document was revised to:
  - Add Colorado as a state in which the Domestic Partnership / Civil Union is required before documents can be prepared.

**Changes to TCF Broker Origination Guide Section 3.20 Disclosures**

- **Domestic Partnership / Civil Union Questionnaire** – Revised to require completion by unmarried applicants in Colorado. In addition, the option for the loan originator to complete the form has been removed. If an applicant is unmarried, they must complete and sign the form.