

Midwest Loan Solutions (MLS) requires any change to an approved TPO profile to be documented. Please complete the form in its entirety listing out any and all changes needed to the TPO profile and return to your Account Executive. A signature of the current principal is also required to the change in profile being completed.

Current Information

Company Name:

Seller ID:

Tax ID Number:

NMLS ID:

Address:

City:

State:

Zip:

Information Type Change

Indicate the type of change being requested:

Address Change

Phone/ Fax Number Change

Company Name Change*

Principal Officer Change**

Contact Change

Warehouse Lender***

Adding

Deleting

Other (Please explain):

**Company name changes required updated financials, amended articles of incorporation and MLS Agreement.*

***If the principal(s) has changed, submit the resume(s), authorization to obtain credit and a signed letter from the previous principal officer disclosing the transfer of ownership.*

****Adding a warehouse lender requires warehouse line approval letter, contact name and number for warehouse lender and wiring instructions.*



Company Information Change

Complete the following section if any company information has changed.

Company Name: _____ Seller ID: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone Number: _____ Fax Number: _____
Email Address: _____
Primary Contact: _____
Name of New Principal: _____
Name of New Principal: _____
Name of New Principal: _____

Contact Change

Complete the following section for any contact changes. Common contact types are:

Primary	Closing	FHA Insurer
Marketing	Post-Closing	VA
Underwriting	Mailings and/or Faxes	VA Insurer
Funding	FHA	Warehouse Lender

Contact Type: _____
Name: _____ Title: _____
Phone Number: _____ Ext.: _____
Fax Number: _____

Contact Type: _____
Name: _____ Title: _____
Phone Number: _____ Ext.: _____
Fax Number: _____

Contact Type: _____
Name: _____ Title: _____
Phone Number: _____ Ext.: _____
Fax Number: _____

Signature of Current Principal

Date

Print Name

Title

