

Wholesale Website Overview

March 2019

INTRODUCTION: When accessing our site, it is best to use Internet Explorer, version 9 or higher. And as a reminder, the system will generate a pop-up notification when it detects are you using a browser other than Internet Explorer.

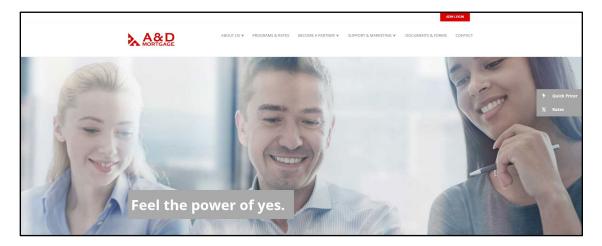
OBJECTIVE: By the end of this interactive session, the user will be able to:

Navigate the A&D Mortgage website and its features

THE A&D WHOLESALE WEBSITE

Our wholesale website is a fully functional site offering the user an abundant source of tools and resources to encourage your success.

To begin, access the site by opening Internet Explorer and enter www.wholesale.admortgage.com in the address bar. We will walk you through the benefits of the A&D Mortgage website, starting with the navigation menu from the top of the web page.





Navigation Menu

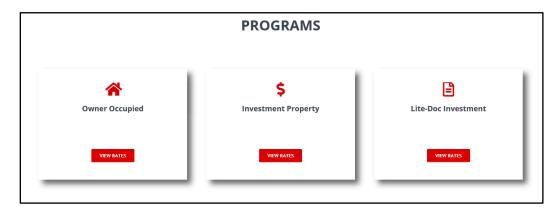


Programs & Rates

The navigation menu is supported by drop-down menus with several features. The first of which is the Programs and Rates. This page fully opens to the three subcategories: Programs, Our Niches, and Current Turnaround Times.

Programs

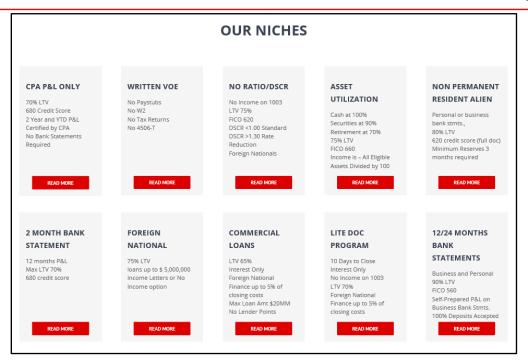
To view our rate sheets, click on Programs and Rates from the navigation menu. Select the red "View Rates" button for the corresponding program in which you are interested in viewing, and the rate sheet will open in a separate tab/window.



Our Niches

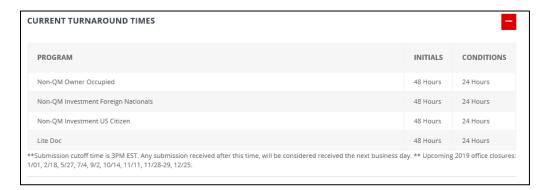
Just below the Programs (above), you will see our 10 niche products. Each program provides you with basic information about that product and for additional information, click on the "Read More" button.





Current Turnaround Times

Toward the bottom of this webpage we have provided you our current turnaround times. Click on the plus sign at the bottom of the page, you will view our current turn times for initial and conditions approvals, as well as our upcoming office closure dates for the year.



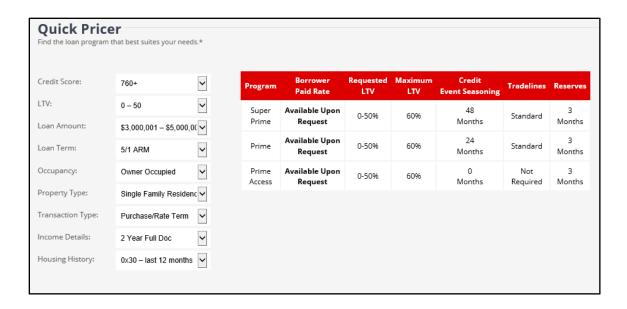
Support & Marketing



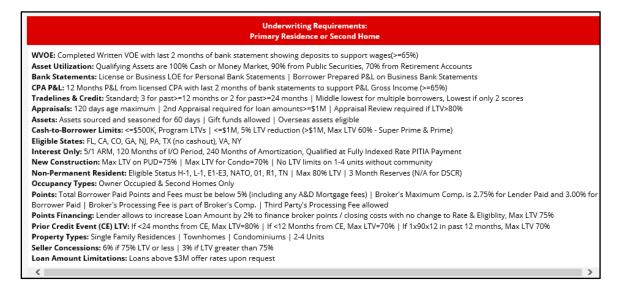
Quick Pricer



Enter the criteria for a loan, and our Quick Pricer will indicate whether the program is available for that scenario and what the proposed rates may be.



NOTE: Be sure to scroll down the page to view the Underwriting Requirements as they may apply to your circumstance.



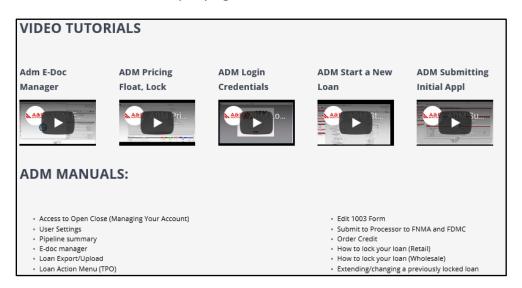
Support



- 1. Broker Support The broker support information section has been established to assist our brokers with difficulties or questions they may have, and their Account Executive is not available.
- 2. Tech Support Info From time to time you may experience technical issues with the site. For this purpose, we have created the Tech Support section allowing the user to create a Support Ticket or email our IT Department for assistance.



- 3. Video Tutorials Tutorials, such as this one, will be found in this section and average approximately seven (7) minutes review time for each, helping you maximize your production time by keeping our video content short and to the point.
- 4. ADM Manuals Should you wish to read through the information instead, all multimedia will have accompanying Manuals.



Documents & Forms



Broker Forms

1. Broker Package - If you haven't yet joined the A&D team, give us a call or enter your information on the Contact screen (found on the Navigation Menu), and we will assign



an Account Executive in your area. Please note that the Broker Package will require an Account Executive's name for submission.

- 2. Broker Annual Recertification Brokers will be notified by their Account Executive when the recertification needs to be completed.
- 3. Branch Assignment Form if your broker's office has more than one branch, this assignment form will allow you to create a new branch within our systems, along with an assigned Account Executive.
- 4. Request Compensation Change this change may be requested once every quarter.
- 5. ADM Credential Request complete this form to add users from your branch and allow them access to the ADM system. You may also use the link within your A&D Broker Approval email to request new users.

Other Forms

- 1. Mortgagee Clause for insurance and title.
- 2. Bank Statement Income Calculator your Account Executive will explain how and when to use this calculator for your self-employed borrowers.
- 3. Business Purpose Occupancy Affidavit Form this form is completed by the borrower and attests that the subject property will not be occupied by the borrower, any family member, or any member of the LLC. Borrower must provide initials acknowledging this statement at the bottom of the form, and notarization is not generally required.
- 4. Credit Card Payment Authorization Form though not required at the time of loan submission, it is best to provide this information as early in the process as possible to allow our Disclosure Team to order the appraisal.

Sample Letters

Each of these are suggested sample letters for specific purposes, and available in English, Spanish and Russian.

Condo Forms

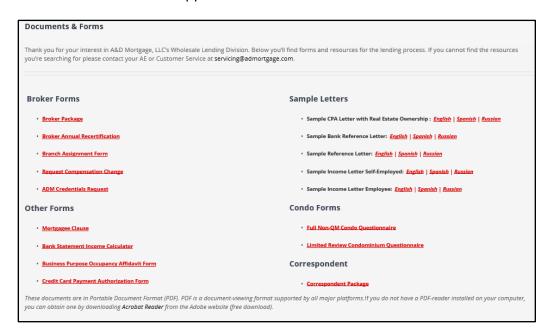
 Full Non-QM Condo Questionnaire – brokers will need to complete this form when your condo property falls outside of our Limited Review Guidelines. Please refer to your rate sheets for requirements.



Limited Review Condominium Questionnaire – this form will be completed by your A&D processor.

Correspondent

Correspondent Package – should you wish to become a correspondent lender, please complete and submit this form to A&D for approval.



Contact



A&D Mortgage contact information, including business hours.





Phone

Office: 1-305-760-7000 Toll Free: 1-855-235-6267 Toll Free: 1-855-ADLOANS

Email

info@admortgage.com

systemsupport@admortgage.com

servicing@admortgage.com



Address

A&D Mortgage LLC 1040 South Federal Highway,

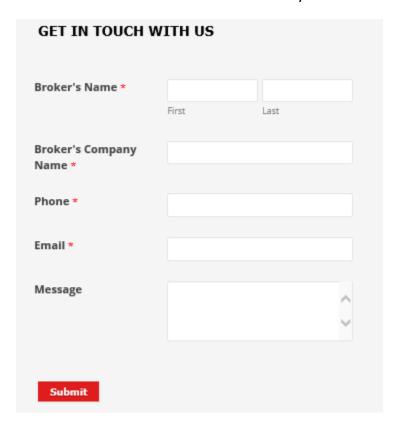
Hollywood, FL 33020

Business Hours

Monday- Friday: 8AM to 5PM



<u>Get in Touch with Us</u> – complete these fields if you are interested in partnering with A&D Mortgage, and one of our Account Executives will reach out to you.



<u>Sign up for emails</u> – at the bottom of the Contact page, enter your email address to receive communications covering several topics of interest on a weekly basis from A&D Mortgage.



Quick Links

You may have noticed during this presentation a gray box on the right-side of the screen. This box contains our links to the Quick Pricer and Rates that we've already viewed a short while ago. Rather than accessing the pull-down menus, just click on either of these to help you while you're on the road.

- 1. Quick Pricer this link on the right side of the website will allow you convenient access to the Quick Pricer.
- 2. Rates another convenient method for quick access to Programs and the Rate Sheets.





ADM Login Button

When you're ready to work with your loans, click on the red "ADM LOGIN" button in the upper right-hand corner of the website.



Enter your login and password.

