



## BRANCH OFFICE ADDITION FORM

Icon Account Executive: \_\_\_\_\_

Icon Broker ID: \_\_\_\_\_

### CORPORATE LOCATION INFORMATION

Corporate Location Company Name: \_\_\_\_\_ Tax ID: \_\_\_\_\_

Corporate Location Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### BRANCH LOCATION INFORMATION

Branch Location Name/ DBA: \_\_\_\_\_

Branch Location Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Branch Manager Name: \_\_\_\_\_ e-mail: \_\_\_\_\_

Telephone No.: ( ) \_\_\_\_\_ — \_\_\_\_\_ Ext: \_\_\_\_\_ Fax No.: ( ) \_\_\_\_\_ — \_\_\_\_\_

FHA Originator Branch ID: \_\_\_\_\_

\*\*\* Required prior to submitting FHA loans\*\*\*

This completed form and the supporting documents listed below are required prior to the funding of any loans submitted by a branch location.

- **Mortgage Broker, Mortgage Lender Branch License or Exemption Letter — If exempt from licensing, please provide an explanation:**

\_\_\_\_\_

- **Branch Manager's Professional Resume**