

### Identification and Closure Form

Client(s) Name: \_\_\_\_\_ Mortgage Amount : \_\_\_\_\_  
 First /Second/Third Lender: \_\_\_\_\_ ( ) Reverse ( ) High Ratio ( ) Conventional  
 ( ) New CMB Loan ( ) Sub Prime beacon under 600 ( ) Construction ( ) First Time buyer ( ) Renewal  
**CMB Mortgage Insurance & Services \* ( ) YES, Refer Client for Insurance & Services**

### Examination of Identification

Complete one of the sections below

1. I, \_\_\_\_\_ certify that I have personally met with each applicant and examined original copies of at least two identification documents. At least one of the documents must be issued by the Government for a Province of Canada and contains a photograph. Signatures on the application were compared to, and matched with the signatures on the mortgage loan application and the Agreement for purchase and Sale. The following pieces of the identification were examined.

Borrower Name	Document examined	Document number	Territory
	1. 2.		
	1. 2.		

2. I, \_\_\_\_\_ certify that I was unable to meet personally with each applicant for the following reason: \_\_\_\_\_  
 Additional validation steps completed were as follows; \_\_\_\_\_

### Mortgage Closing Form Checklist

CMB Brokerage Forms	Confirmations
CMB Worksheet / Application	Verification of Income / Employment
Disclosure to Borrower	Appraisal or Insurance #
Amortization	Verification of Downpayment
Budget Worksheet/ Waiver	Purchase and Sale Agreement
Consent / Proof of Suitability Questions	<b>Mortgage Statement/Charge/Property Ownership</b>
MPP Insurance Application/ Waiver	Credit Report (if not on D & H Expert)
MPP Indemnification Certificate	Solicitor Letter (if required)
Understanding Risks of Getting a Mortgage	MLS Listing (optional)
Lender Commitment / Approval	<b>CMB Referral Payment or CMB Client Rebate Payment</b>
Letter of Direction – Broker Fee	CMB Mortgage Referral Program Agreement or CMB Client Rebate
Commission Record (Completed in Expert)	VOID Cheque to pay Referral / Rebate
<b>Documents for a Private Mortgage or Stated Income/Equity Mortgage</b>	

(in addition to above forms/items) (Private Investors/Lenders must be approved by C.M.B. Canada Mortgage Brokers Inc.)

Investor Disclosure	Existing Mortgage Statement/Payment History
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\*No clients will be referred for Insurance & Services unless you select **YES, Refer Client**

Mortgage Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Send Entire File to FAX 416.410.6082 or EMAIL to fileclosings@imb.ca**