

CLEAN FILES CLOSE FASTER.

Period.

Follow this simple plan to position your deal for a **10-day closing or less.**

Central Lending

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This process is **not mandatory**, but it is the exact blueprint we use to achieve fast, smooth closings. Missing any part of the process can **jeopardize a quick close.**

10-DAY CLOSING CHECKLIST



COMPLETE ALL STEPS WITHIN 48 HOURS to keep your file moving fast.

1



PRE-CREDIT & BACKGROUND
(SOFT PULL)

Complete the soft credit and background using:
<https://dlv.private lenderportal.com/soft-credit-pull>

2



NOTIFY JONATHAN

Immediately notify Jonathan once completed so he can download and examine the credit & background.

3



LETTER OF EXPLANATION (LOE)

Jonathan will send LOE for credit and/or background based on guideline requirements and send it over for completion.

4



COMPLETE APPLICATION IN MILO

Complete the Milo application in full:
www.appwithjd.com
Do not use space filler information to advance.

5



UPLOAD REQUESTED DOCUMENTS

Upload the requested documents to Milo using the secure uploader (*do not email documents*).

6



UPLOAD ATTACHED LENDER FORMS

Upload the attached lender forms into Milo, including:
✔ Credit & Background Authorization ✔ Track Record
✔ Scope of Work (use our template)

7



COMPLETE THE CREDIT MEMO

Complete the credit memo using the link below:
<https://central-creditmemo.netlify.app/>

IMPORTANT: Once complete print to PDF, save and upload to Milo.

WHAT HAPPENS NEXT?

- ✔ Official soft credit will be pulled internally by Jonathan
- ✔ Appraisal notification will be sent
- ✔ File will be reviewed and officially assigned

RESULT:

Within **24-48 hours** your file is activated and positioned for a **10-day close!**

READY TO ACTIVATE YOUR FILE?

Notify Jonathan once everything is completed so we can move quickly into review and keep you on track for a fast close.

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