PAUL SINGH
Senior Mortgage Advisor | NMLS #406332

Under-Contract Action Checklist

Track people, dates and open questions through closing.

Property reference (no account numbers)

Contract date / closing date (MM/DD/YYYY)

Mortgage commitment deadline (MM/DD/YYYY)

Inspection deadline / attorney contact

Insurance agent / policy due date

Appraisal status and outstanding questions

Documents still requested / person responsible

Final walkthrough and closing appointment

Before your conversation

- [ ] Review changes in employment, credit or cash with your loan team promptly.
- [ ] Review the Closing Disclosure and ask about differences.
- [ ] Verify wiring instructions by calling a known, trusted title-company number.

For covered mortgages, the Closing Disclosure generally must be received at least three business days before closing. Contract dates and lender conditions still need separate tracking.

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