



## Broker Branch Addition Form

This form is to be used for branches of currently approved brokers  
Please complete and fax to 918-392-8364 or email  
back to me at [JLair@Gatewayloan.com](mailto:JLair@Gatewayloan.com) with the required attachments.

AE: Jerry Lair

Company Name:

DBA:

Street Address:

City

State:

Zip:

Branch Manager/Contact:

Phone #:

Fax #:

Email Address:

---

Corporate Office Name:

Corporate Street Address:

State:

Zip:

Office Tax ID:

VA#:

FHA#:

What states do you plan to be doing business in? Please List Abbreviations

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**Please attach the current licenses for states listed above.**

**Please Complete and attach the Fax Consent Form.**

**We can NOT process your request with out these items.**

I, \_\_\_\_\_, corporate officer or branch manager of this location, authorizes the above location to be set up under the existing agreement with Gateway Mortgage Group LLC. The location listed above uses the same Tax ID number as the corporate location.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## Fax and Email Consent Form

Company Name:

DBA:

Address:

Phone Number(s):

Fax Number(s):

Email Address(s):

I understand by providing fax numbers and email addresses, I consent to receiving unsolicited information, rate sheets and advertisements from Gateway Mortgage Group, LLC and its subsidiaries.

Signature: \_\_\_\_\_ Date:

I prefer to receive this via:      Email      Fax

Please visit [www.JerryLair.com](http://www.JerryLair.com) for submission forms and instructions



Branch Managers,

Thank you for completing this form necessary to get your branch logins for our AUS. Soon you will be taking advantage of our competitive pricing, customer tailored service and direct communication with our underwriters.

Once you have your logins you can begin to set your LO's up with their very own login so they can register loans, run DU and manage their pipeline. Using the ID issued to you once this form is completed, returned and processed, your LO's can submit a [loan officer addition](#) form to be added under your branch. This form can be found on my home page @ [www.JerryLair.com](http://www.JerryLair.com). So that we can communicate with your LO's, please list their name, number and email address below for us! If you have an excel spread sheet for your roster, you can simply email this to [jlair@gatewayloan.com](mailto:jlair@gatewayloan.com).

Please type the information below into the form fields/do not hand write information

Loan Officer First and Last Name

Loan Officer Email Address