

### Non-Delegated Loan – Changes to loan approval after CTC is issued & Prior to Closing

Borrower's last name:

Client Name:

Contact Email:

GMG Loan #:  Contact Name:

Phone #:

Changes to be made:

Reason for requested changes:

Closing Date:

This document is to be completed in its entirety and emailed with supporting documentation to [SPECIALCORRSUPPORT@GATEWAYLOAN.COM](mailto:SPECIALCORRSUPPORT@GATEWAYLOAN.COM) \*\*\*DO NOT CHANGE LOAN STATUS IN GEMS.

**\*\*NOTE: All change requests on loans previously with CTC will take priority, however, please allow up to 24 hours for processing.  
Loan will be placed into resubmitted to UW Status and assigned to an UW for review.**

