AAA Lendings
117S.GarfieldAve,Alhambra,CA91801

REQUEST OF USER NAME AND PASSWORD FORM

Dear Valued Customer,

AAA Lendings will be changing website for brokers to check pipelines and loan status on the web. Due to security reasons, AAA Lendings is asking your help to set-up your user name and password.

1. Each broker will have their own user name and password.
2. User name and password will be given one for each broker.
3. User name and password can be up to 12 characters each.
4. It is broker's responsibility for the security of user name and password.

Please fill in your USER NAME and PASSWORD where indicated and email it back to us at brokerapproval@aaalendings.com

Thank you. We look forward to our continued business relationship.

REQUEST OF USER NAME AND PASSWORD FORM

The undersigned, as the broker of record, and/or the principal of my company, hereby request AAA Lendings to assign user name and password, created in the ordinary course of their business, to any and all members of my company. I agree to immediately notify AAA Lendings of any future user name and/or password changes. I hereby warrant that I have the authority to bind my company, and all of its employees, agents, and independent contractors who might work here, to the contents and permission granted in this REQUEST OF USER NAME AND PASSWORD FORM and that I acknowledge that this REQUEST OF USER NAME AND PASSWORD FORM will stay in full force and effect unless revoked by me in writing and received by AAA Lendings.

Company Name :		
Street Address:		
City:	State:	ZIP Code:

First Name	Last Name	Position	Tel. #	Email Address	User Name	Password	NMLS ID # (MLO only)

*One broker only has an admin account and a processor account. Each loan officers can apply for self loan officer account.
Admin account can set the profit margin, view all files information and processing loan file but can not receive the updated notification for any file.
Processor account can register a new loan, view all files information,submit submission package, upload conditions , request COC,/CD/ Closing documents.
Loan officer account can view themselves files information and upload conditions.

Signature Date Print Name Title