SUBORDINATION REQUEST CHECKLIST

Fax To: ______________________   Fax #: _____________________

Thank you for your inquiry regarding a Chase Subordination Agreement. The following items are required to process all requests.

1. CHASE SUBORDINATION FEE IS $250.00
   - Please remit check payable to JPMorgan Chase Bank N.A. to the address listed below. No subordination agreement will be processed until the $250 Subordination Fee is received. If check is sent independently of subordination request, please indicate customer’s name and account number with check.
   - The $250.00 fee is charged to the First Mortgage Company or Mortgage Broker (Chase approved brokers, see section on worksheet)
   - The $250.00 fee is non-refundable once the agreement has been processed

2. FULLY COMPLETED SUBORDINATION WORKSHEET (SEE ATTACHED)

3. PRELIMINARY TITLE SEARCH
   - Complete copy of the NEW title commitment or title search indicating the JPMorgan Chase Bank NA, Bank One NA or Chase Bank NA loan requiring subordination, with recording information. Effective date not to exceed 120 days and must include a legal description.

4. COPY OF APPRAISAL REQUIRED ON ALL CASHOUT REFINANCES
   - Appraisal must be a FNMA 2055 or higher, and must be dated within the last 60 days.
   - AVM’s, BPO’s and other non licensed appraisal products are not acceptable.
   - Chase may require an appraisal on a No Cash Out refinance, at its sole discretion

5. COPY OF UNIFORM RESIDENTIAL APPLICATION (FORM 1003) or COMMITMENT LETTER.

6. Please send your complete submission package to:
   Chase Home Lending
   National Subordination Dept
   201 N Central Avenue, 31st Floor, AZ1-1035
   Phoenix, AZ 85004

   Contact Information
   Phone: 877-437-0493 (Monday – Friday, 7:00 AM to 5:00 PM MST)
   Fax: 602-221-4847

Chase reserves the right to request additional documentation, including but not limited to a line reduction agreement. Failure to provide Chase with all requested information will result in a decline of the subordination request. Subordinations are approved at the sole discretion of JPMorgan Chase.

This form is effective December 15, 2008. Please discard any previously dated version.
SUBORDINATION WORKSHEET

Primary Borrower Name

Primary Borrower Social Security #

Co-Borrower Name

Co-Borrower Social Security #

Chase/Bank One Account # to be Subordinated

Collateral Property Address

Name of New First Mortgage Company
(Exactly as it should appear on the subordination agreement)

New First Mortgage Amount

Current First Mortgage Balance

Original First Mortgage Amount

If paying down the second mortgage, indicate funds being disbursed to Chase: $______________________

Please Indicate Proposed First Mortgage Terms – All fields must be completed

Cash Out Refinance

Yes___  No___

15, 20 or 30 Year Fixed Rate Note

Yes___  No___

30+ Year Rate Note

Yes___  No___

Interest Only Fixed Rate/ARM

Yes___  No___ If ARM, indicate Adjustment Period: ________

Fixed Rate ARM

Yes___  No___ If yes, indicate Adjustment Period: ________

Negative Amortization

Yes___  No___

Reverse Mortgage

Yes___  No___

New 1st Mortgage Balloon Note

Yes___  No___

Contact Information – Please type or print clearly to avoid any delays in delivery

Contact Name

____________________________________

Contact Phone #

(_______) _______________________________

Contact E-mail

____________________________________

Address to send completed subordination:

Company:

Address:

Attention To: ___________________________

Fax a copy of the completed subordination to:

(_______) _______________________________

Please indicate your institutions billing information for express delivery:

UPS Account #: _______________ Fed-Ex Account #: _______________ Billing Zip Code: _______________

If no Account Number or pre-filled label is provided, the Subordination Agreement will be sent Regular Mail. Expect 7 – 10 business day delivery on all regular mail requests.

For Chase Approved Brokers Only; Please provide your HE Broker/Source Code: ________________

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