



CLIENT AGREEMENT

PREPARED FOR

Consent and Authorization Form

I/we warrant and confirm that the information given in the mortgage application form is true and correct and I/we understand that it is being used to determine my/our credit responsibility and to evaluate and respond to my/our request for mortgage financing. Xeva Mortgage LLP is authorized to obtain any information you may require for these purposes from other sources (including, for example, a credit bureau) and each source is hereby authorized to provide Xeva Mortgage LLP with such information. I/we also understand, acknowledge and agree that the information given in the mortgage application form as well as other information you obtain in relation to my credit history may be disclosed to potential mortgage lenders, mortgage insurers, other service providers, organizations providing technological or other support services required in relation to this application and any other parties with whom I/we propose to have a financial relationship.

I/we further acknowledge and agree that each potential mortgage lender, mortgage insurer or service provider to whom Xeva Mortgage LLP provides the mortgage application and/or my/our personal information is permitted to receive such application and information and maintain records relating to me/us and my/our mortgage application and to hold, use, communicate and disclose personal information about me/us, including my/our Social Insurance Number (SIN) if I/we provide it, and collect personal information from me/us, you and from third persons, including credit bureau, credit reporting and collection agencies, financial institutions, my/our past and present employers, creditors and tenants, my/our spouse or any other person who has information about me/us for the purposes of recording, evaluating and responding to my/our application for mortgage financing or related activities and I/we specifically consent to the release and disclosure of personal information by such person to and among you and each potential mortgage lender, mortgage insurer or other service provider.

Furthermore, I/we hereby release Xeva Mortgage LLP from all claims in damages or otherwise that we may have in connection with or arising from any use, disclosure or release of any of our personal information, and that I/we will indemnify Xeva Mortgage LLP against and save you harmless from any and all claims in damages or otherwise which may be made by any third party in connection with or arising from any personal or other information that we have provided to you; that I/we will pay all legal, property appraisal, registration fee and other costs or expenses incurred by Xeva Mortgage LLP in connection with a transaction, as well as any application costs incurred by Xeva Mortgage LLP Firm should I/we withdraw this application after it is submitted. Finally, that Xeva Mortgage LLP may retain our application and other personal information whether or not any transaction is ultimately completed; and that I/we acknowledge and agree that you may be entitled to receive financial compensation with respect to a transaction from a lender or other person.

Dated this day of _____

Applicant Signature

Applicant Name (Please Print)

Co-Applicant Signature

Co-Applicant Name (Please Print)

Mortgage Professional Signature

Kevin Carlson
Mortgage Professional Name (Please Print)

Integrity

Thank you for choosing Kevin Carlson to assist you with your mortgage financing. We are proud to offer a high level of service and pleased to work with you. The company and I maintain the highest level of integrity: we will never commit fraud or falsify application documents. You can feel secure in the knowledge that our advice is given with your best interests in mind.

Confidentiality

Your private information and its security is important to us. Over the course of your mortgage application, we will request and be privy to much of your personal information. Be assured you can provide your personal information knowing that we will only collect the information necessary to achieve your financing goals. Your information and documents will be stored in a secure encrypted service and all paper documents will be destroyed immediately after they are stored electronically, and all conversations and notes we make are kept confidential.

Disclosure

Our office arrangement involves sharing file data with Xeva Mortgage and our arrangement may include sharing services such as photocopying, telephone, fax, email, mail, and file submission software programs with Xeva. We will share the information you provided to us with potential lenders and may also discuss aspects of your file with mortgage brokers from within our industry. In the absence of specific direction from you not to do so, we will assume these arrangements are satisfactory.

Communication

Mortgage Financing can be a stressful endeavor. The goal of my team is to facilitate much of the hard work for you and guide you through the process of obtaining a mortgage. We will assist you in dealing with realtors, appraisers, insurance agents and solicitors. Our team will keep you informed throughout the application, provide regular progress, and involve you in all important decisions. At no point are we able to guarantee financing, as we are not the lender itself. You confirm that you understand that we cannot guarantee that we will be able to obtain financing for you. Even if you are Pre- Qualified or a lender commits to financing, we cannot guarantee that the lender will fulfill its Mortgage Commitment to you, particularly if circumstances change after you are approved for financing.

Process

Our goal is to Pre-Qualify your application with our knowledge of lending guidelines and rules. During the underwriting process, we will ask you to provide us with financial documents that lenders will request. If we are successful in arranging financing for you, the lender will provide a formal Mortgage Commitment, with specific terms and conditions. They may ask for additional information to determine your creditworthiness before and/or after providing a Mortgage Commitment. Our goal is to fulfill all the funding conditions as quickly as possible. The precise timing cannot be guaranteed and is often dependent on how quickly documents and information can be obtained from you or from another source.

The Proceeds of Crime (Money Laundering) and Terrorist Financing Act

We are required to advise you that the Canadian federal government has enacted the *Proceeds of Crime (Money Laundering) and Terrorist Financing Act* (the "Act"). The Act imposes obligations on our mortgage advisors and staff to report and record certain client transactions. Our obligations under the Act are not optional. We encourage you to discuss with us any aspect of the above matters. For more information, please visit www.laws-lois.justice.gc.ca

Termination of Engagement

You may terminate this engagement at any time by providing us with written notice of your decision to do so. Likewise, we may terminate this engagement at any time by providing you with written notice of our decision to do so. We may terminate the engagement for reasons including, but not limited to, the following:

- you fail to cooperate with us.
- you provide false, incomplete, or misleading information or do not provide us with information required from you.
- you ask us to do something unethical or illegal.
- we cannot find suitable financing for you despite using our best efforts to do so.

Compensation

The lender pays us a fee for arranging your mortgage. The fee we are paid varies, depending on the lender and the nature of the financing, but is typically around 1% of the mortgage amount. We disclose our fee to you in a disclosure statement. However, if financing from a private, alternative, or construction financing is required, you must pay a fee to Xeva Mortgage, to arrange the financing. The fee we charge varies depending on the amount and nature of the financing required. We will disclose our fee to you and obtain your approval of our fee before you enter a mortgage commitment for financing.

Costs

There may be additional expenses in connection with the financing we arrange including:

- legal fees incl: title search and insurance, mortgage processing, legal fees, disbursements, closing fees.
- appraisal fees.
- strata document retrieval fees.
- fees charged by the lender.

Protection

Xeva Mortgage may provide you with options for Life Insurance, Critical Illness and Disability to protect your investment and your family. While these insurance policies are not mandatory, we prefer to verify that you have adequate coverage in place.

Agreement

You warrant to us that the information you have and will provide to us in the mortgage application is and will be true, complete and accurate and that you understand that it is being used to determine your creditworthiness. You also confirm that this engagement letter is the entire agreement between us and that we have not made and you have not relied on any guarantee, promise or representation that is not included in this engagement letter. You authorize us to obtain any further information we may require from any source (including, for example, credit bureau) from which we may request information and each source is hereby authorized to provide us with the information. You acknowledge that the information given in the mortgage application as well as other information we obtain in relation to your credit history may be disclosed to potential mortgage lenders, mortgage insurers, other service providers, organizations providing technological or other support services required in relation to this application and any other parties with whom you propose to have a financial relationship. By signing this agreement, you grant permission to employees of Xeva Mortgage to contact you in the future to discuss your mortgage transaction.

Acknowledgment of Mortgage Broker's Location and Document Review Process

The Client(s) acknowledges and agrees that:

1. The Mortgage Broker may be currently vacationing, working and/or residing abroad.
2. The Mortgage Broker may use affiliate Brokers, members of their support staff or an assistant in collection of documents.
3. The Client is aware of the Mortgage Broker's location and consents to this arrangement.
4. The Client is comfortable with and agrees to use the secure document portal provided by the Mortgage Broker to provide all necessary documents. The broker will use enhanced security via a **Canadian VPN**, which encrypts their internet connection, ensuring that all data transmitted between devices and servers remains secure and private, along with **Velocity Client Portal** (Newton Connectivity Systems) for secure mortgage origination software system for all mortgage processing activities.



By initialing this box, the Client(s) confirm their understanding and acceptance of the **Acknowledgment of Mortgage Broker's Location and Document Review Process** as stated above.

Please confirm that you agree with all the terms and conditions in this engagement letter by dating, signing, and returning this engagement letter to our office.



By checking this box, I am providing consent, under Canada's Anti-Spam Legislation, for you to send me communications about the latest mortgage news, events and services. I am free cancel this consent any time.

Dated this day of _____

Applicant Signature

Applicant Name (Please Print)

Co Applicant Signature

Co Applicant Name (please Print)



INITIAL DISCLOSURE

NOTICE TO BORROWER(S) - Mortgage brokerages must inform you whether a lender has an ownership interest in the mortgage brokerage, the number of lenders the mortgage brokerage is capable of submitting an application to, and the names of those lenders. This information is required by Saskatchewan Legislation, and must be provided to you at the earliest opportunity and not less than two (2) business days before you:

- commit yourself to enter into the mortgage; OR
- make any payment or commit to make any payment in connection with the mortgage, other than fees or charges paid by you to the mortgage brokerage for its services.

1. This mortgage brokerage, Xeva Mortgage LLP, is / **is not** directly or indirectly owned in whole or in part by a mortgage lender.

2. This mortgage brokerage, Xeva Mortgage LLP, is capable of submitting your mortgage application to the following 29 lenders at the present time.

Lender List

- B2B
- BRIDGEWATER BANK
- CMLS
- COAST CAPITAL SAVINGS
- ECLIPSE
- EQUITABLE BANK
- FIRST NATIONAL FINANCIAL
- FISGARD A.M.C.
- HAVENTREE BANK
- HOMETRUST
- HOME EQUITY BANK
- ICICI BANK
- KEB HANA BANK CANADA
- MANULIFE
- MARATHON MORTGAGE
- MCAP
- MERIX/LENDWISE
- NEO FINANCIAL
- OPTIMUM MORTGAGE
- RADIUS
- RFA MORTGAGE
- RMG MORTGAGES
- SCOTIABANK
- SHINHAN BANK CANADA
- STRIVE CAPITAL
- TD CANADA TRUST
- WEALTHONE BANK OF CANADA
- VWR CAPITAL
- XMC MORTGAGE CORP

3. Acknowledgement:

I/We hereby acknowledge that I/we received a copy of this Initial Disclosure Form on:
_____, 20____.
