

# THE REVARD GROUP



**Mark Revard**  
**Oklahoma Market President**  
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## HOW TO GET STARTED

For more information about the loan process, or to get started on your application, please call 918.392.8584 to speak with Micca Dickey.

**LOAN PARTNER:** Gathers initial paperwork, and sets up a face to face meeting or conference call with Mark Revard.

**LOAN INTERVIEW/FACE TO FACE MEETING:** Mark or Micca will meet with you to discuss loan programs and fees, and provide pre-qualification as warranted.

**DISCLOSURES:** Within 2 days of receiving your executed contract (purchases only), your loan disclosures will be prepared for you to sign, date and return. At this time, we will also request additional paperwork as needed and collect an appraisal fee if not already provided.

**CONTRACT TO CLOSE:** Micca Dickey will work as your daily contact until closing. Our team will provide weekly updates and will be available to answer any questions or concerns you might have during the approval process. Together with your processor, we will make sure to have an on-time closing!

**KEEPING YOUR REALTOR IN THE LOOP:** For purchases, our team will also update your Realtor on the progress of the loan. (NOTE: Privileged information is kept confidential.)

**CLOSING:** A settlement statement with your total cost to close will be delivered to all applicable parties. We will coordinate legal documents with the title company and you'll sign the final papers at the title office. **REMEMBER:** You will need a cashier's check or wire for the closing day.

## TEAM CONTACTS



**Micca Dickey**  
**Loan Partner**  
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**Jennifer Hickson**  
**Loan Processor**  
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