Planet Home Lending
CORRESPONDENT DIVISION

REQUEST FOR PURCHASE ADVICE RECONCILIATION

Complete this form to request a reconciliation of your Purchase Advice. Accurate completion will reduce processing time. Questions about this form should be addressed with your Regional Sales Manager or your Sales Service Representative.

Seller Information

Company Name:	Seller Loan Number:	Planet Loan Number:
Primary Contact:	Primary Contact Email:	Phone Number:

Reconciliation Fees

Supporting documents to validate request must be attached with the submission.

Reason for Request	Other Reason for Request Comments	Amount to be Reconciled	Documents Attached
☐ Escrow Reconciliation			☐
☐ Payment Made to HUD from Seller			☐
☐ Price Correction			☐
☐ Other			☐

Funds To Be Sent (select method of payment)

☐ Check Request

Payee: _____

MAIL TO:

Attn: _____

Address: _____

_____

_____

☐ ACH (instructions attached)

Signature: _____ Date: _____

Printed Name: _____

SEND COMPLETED FORM AND SUPPORTING DOCUMENTATION TO: ReconcileCORE@planethomelending.com