

EXHIBIT “B”

Account Executives

UNLICENSED ACTIVITIES ALLOWED

The Independent Contractor “Account Executive” understands and agrees that the following activities are allowed while employed by the Company:

1. Preparing and designing advertising related to loan transactions for Broker review and written approval prior to its distribution, circulation, use or publication.
2. Distribution, circulation, using or publishing pre-printed brochures, flyers, facts sheets or other written materials relating to loans secured by real property which the Broker can make or negotiate and which have been reviewed and approved in writing by the Broker prior to being distributed, circulated or published. Materials subject to this subdivision may not contain the name, address or telephone number of the non-licensed employee.
3. Providing written factual information about the loan terms, conditions or qualification requirements to a prospective borrower that has been either prepared by the Broker, or reviewed and approved by the Broker. A non-licensed employee may discuss such information with a prospective borrower in general terms, but may not provide counseling or advice to a prospective borrower.
4. Notifying a prospective borrower of the information needed in order to complete a loan application without providing counseling or advice to a prospective borrower.
5. Entering information provided by the prospective borrower on a pre-printed application form without providing counseling or advice to a prospective borrower.
6. Entering information provided by the prospective or third party into a pre-formatted computer database.
7. Accepting and providing a receipt on behalf of a Broker for funds received from a prospective borrower for credit or appraisal fees.
8. Preparing and mailing requests for verification of employment, verification of deposits, and credit reports or appraisal reports. Obtaining such reports for the transmission to the Broker.
9. Assembling, under the direction of the Broker, materials obtained in the course of a loan transaction for submission to a prospective lender or loan committee, providing the final determination as to the completeness or compliance is made by the Broker.
10. Communicating with a service provider in connection with a loan transaction to determine when reports or other information needed concerning any aspect of the transaction will be delivered, or when certain services will be performed or completed.
11. Mailing, delivering, picking up, or arranging the mailing, delivery, or picking up of documents or instruments related to the loan transaction, including obtaining signatures to the documents or instruments from principals, parties or service providers in connection with the loan transaction, as long as the non-licensed employee does not interpret or explain the content, relevance, significance or effect of the document or signature and such documents or instruments have been reviewed and approved in writing by the Broker.
12. Contacting a prospective lender to determine the status of the loan application.

13. Responding to an inquiry or notifying a prospective borrower or his or her agent of the status of the loan application as long as the non-licensed employee does not interpret or explain the relevance, significance or effect of that status. A non-licensed employee may communicate omissions to a party or principal to the loan as long as the non-licensed employee does not interpret or explain the relevance or significance of those omissions.

14. Preparing and completing documents and instruments under the supervision and direction of the Broker if the final documents or instruments will be or have been reviewed and approved in writing by the Broker.

15. Arranging or making appointments for third party service providers to enter the real property securing the loan, or arranging or making appointments for the prospective borrower or lender to meet with the Broker, lender or other party or service provider in connection with the loan.

UNLICENSED ACTIVITIES NOT-ALLOWED

The Independent Contractor “Account Executive” understands and agrees that the following activities are not-allowed while employed by the Company:

Any activities that are not supervised and approved by the Broker.

Communication to a prospective borrower using specific information regarding the borrower’s loan application, approval, or specific loan terms and conditions.

The Independent Contractor “Account Executive” is fully aware and understands that the terms of this agreement are strictly confidential. Any breach of confidentiality will result in the termination of this agreement and loss of all outstanding commissions, unless written change of policy by Authorized Agent of the Company.

IN WITNESS WHERE OF, the parties have caused these presents to be duly executed on the date first above written.

WITNESSES:

“AUTHORIZED AGENT OF COMPANY”

“ACCOUNT EXECUTIVE”

“BROKER”
