

# SUBMISSION INSTRUCTIONS

## Filogix Submissions

Please complete the following steps:

1. Search under "Private Lender"
2. Select "New Haven Mortgage Corporation"
3. Click on the "proceed" button
4. Once submitted, please submit any supporting documents to: ***newdeals@newhavenmortgage.com***

## Velocity Submissions

Please complete the following steps:

1. Email the deal (applications, notes, supporting documents) to: ***newdeals@newhavenmortgage.com***
2. In the subject line please write: "Client Name, Manual Submission - On Velocity"

## BOSS Submissions

Please complete the following steps:

1. Email the deal (applications, notes, supporting documents) to: ***newdeals@newhavenmortgage.com***
2. In the subject line please write: "Client Name, Manual Submission - On BOSS"



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If you have any questions, please contact  
Lauren Chappell:

**Cell:** 416-996-8851 or 416-636-0000 ext. 239

**Email:** lauren.chappell@newhavenmortgage.com

