

Delegation of Authority Definitions

Authorization	Definitions
Sign PFI Agreement/Amendments (signature required)	Sign PFI Agreements/Amendments
Sign Master Commitment (MC) (signature required)	Sign Master Commitments (document for PFI to deliver mortgages to the MPF Bank)
eMPF Access (e-mail address required) View only or select below for additional transaction authorization	eMPF will allow you to create Delivery Commitment, Funding Request, Submit Batch, Loan Presentment and view reports and rates
Request Delivery Commitment (DC) (select eMPF Access for website transactions- recommended)	Similar to a rate lock
Make Funding Request (select eMPF Access for website transactions - recommended)	Request funds for a loan
Submit Batch (e-mail address and eMPF access are required)	This will allow your staff to submit loans in a batch utilizing UMDP formatting
Loan Presentment Submission (select eMPF Access for website transactions - recommended)	Data entry or UMDP entry of loans into our system
Request Servicing Transfer (eMPF access is required)	Individual who can request master commitments be transferred to another PFI (Form SG360 - Servicing Transfer Notice to be completed as well)
Act as QA Contact	Be Quality Assurance contact with FHLBC
Send Reporting to Master Servicer	Send reports to Master Servicer - time sensitive
Initial Certification	Contact for Custodian - Note and intervening assignments or problems with Initial Certifications and Final Certifications for Government loans
Request Collateral	This individual can request Notes back from the Custodian (Paid in Full or Foreclosure loans) - execution of Delegation of Authority - Requests for Files from Custodian required