

Revised Disclosures Template (Initial Disclosures)

Hello,

Attached are your Initial Loan Disclosures and Intent to Proceed documents.

Upon receiving these documents Citadel Servicing Corporation requests that you reply to [TM/Processor Email]@citadelservicing.com acknowledging the date of your receipt and your "Intent to Proceed" with the loan if you would like to move forward.

In your reply, please include the following information:

1. Your Name
2. Loan Number
3. Property Address
4. "I wish to proceed with my loan" (If providing Intent to Proceed)

If an acknowledgement of receipt is not received it may delay the processing of your loan to comply with federal regulations.

The password to open the attachment is: Citadel<Insert Last 4 of SSN>

Citadel Servicing Corporation ("CSC") has updated its password protection requirements to better protect your information.

The password required to open any document CSC sends to you will be configured so that the first seven characters of the password will be the name "Citadel" followed by the last 4 digits of your social security number. Note that letter "C" in Citadel will always be a capitalized.

For example, if your social security number was 123-45-6789, the password assigned to the document sent would be Citadel6789.

Thank you,

If you have any questions please contact your Mortgage Broker or Loan Officer.

Thank you,
[Disclosures@CitadelServicing]

Revised Re-Disclosures Template

Hello,

Attached are your Loan Re-Disclosures.

Upon receiving these documents Citadel Servicing Corporation requests that you **reply to [TM/Processor Email]@citadelservicing.com acknowledging the date of your receipt.**

In your reply, please include the following information:

1. Your Name
2. Loan Number
3. Property Address

If an acknowledgement of receipt is not received it may delay the closing of your loan to comply with federal regulations.

The password to open the attachment is: Citadel<Insert Last 4 of SSN>

Citadel Servicing Corporation ("CSC") has updated its password protection requirements to better protect your information.

The password required to open any document CSC sends to you will be configured so that the first seven characters of the password will be the name "Citadel" followed by the last 4 digits of your social security number. Note that letter "C" in Citadel will always be a capitalized.

*For example, if your social security number was 123-45-6789, the password assigned to the document sent would be **Citadel6789**.*

Thank you,

If you have any questions please contact your Mortgage Broker or Loan Officer.

Thank you,
[Disclosures@CitadelServicing]