



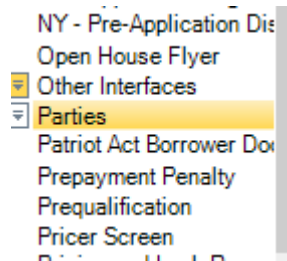
CITADEL
SERVICING CORPORATION

Retail Discontinuation of Broker Field Use – Process Update Overview

Retail Processor Update

Broker Party Information:

Processors will no longer be required to fill in the Broker Information on the Parties screen in BytePro with the Loan Officer's information. CSC Loan Officer's do not act in a Broker capacity on retail loan files and updates to processes and Byte make this double entry of information unnecessary.



Retail loans are not to have Broker information filled in on the Parties screen.

Type	Name	Company	Work	Mobile	E-Mail
Account Executive					
Appraiser					
Appraiser 2					
Assistant Funder					
Assistant TM					
Borrower Attorney					
Broker					
Builder Or Seller					
Contractor					
Correspondent Lender					
Credit Bureau					
CSC Account Executive					
Disclosure Clerk					
Disclosure Processor					
Disclosure Supervisor					
Doc Drawer					
Document Control					
Escrow Company					
FHA Originating Lender					
FHA Sponsoring Lender					
Flood Determination Company					
Flood Insurance Company	Palm Desert...	Lloyds of...	(760) 341-2345		
Funder					
Funding Manager					
Hazard Insurance Company	AAA NCNU	AAA Insurance			
Hazard Insurance Company 2					
Home Owner's Association					
Inspector					
Investor					
IR Loan Officer					

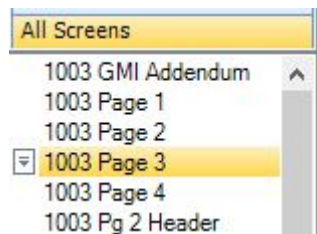
Broker
General
 Company:
 Name (F, M, L):
 Title:
 Street:
 City State Zip:
 License No: Company Lic:
 NMLS ID: Company NMLS:
 Tax ID/ EIN: Branch:
 Home: Other:
 Pager: Work:
 Mobile: Fax:
 E-Mail 1:
 E-Mail 2:
 E-Mail 3:
Notes

All other responsibilities remain unchanged.

Closing/Funding Process Update

1003 Page 3:

For retail loan files, in the Interview Information section of the 1003 page 3 screen, the “Show Broker Information” checkbox should remain unchecked. There is no broker on Retail Loan files. The Closer/Funder is responsible for confirming that the Loan Officer’s Information is displaying correctly.



The “Show Broker Information” Checkbox should not be checked on retail files.


 A screenshot of a web form titled "INTERVIEW INFORMATION". The form is divided into two main sections. The left section, labeled "Loan Originator", contains a checkbox labeled "Show Broker Information" (which is unchecked and highlighted with a yellow box), the name "Tom Verdone", and an "Identifier (NMLS ID): 12345" with an "Edit" button below it. The right section, labeled "Loan Origination Company", contains the company name "Citadel Servicing Corporation", the address "15707 Rockfield Blvd, Suite 320 Retail Division", "Irvine, CA 92618", an "Identifier (NMLS ID)" field with the value "144549", and a "Tax ID / EIN" field with a blue question mark icon. At the top right of the form, there is an "Application Date" field with the value "04/30/2018".

All other responsibilities remain unchanged.

Contact your manager or the Compliance Department with any questions. For any technical errors contact the IT Department.