

Closed Loan Submission Form

Updated: 06/22/16

Correspondent Company: Delivery Contact Name: Underwriting Contact Email: Underwriting Contact Email: Suspense Contact Name: Suspense Contact Name: Correspondent Loan #: Correspondent Loan #: Compliance / Initial Disclosures The documents below are required for all transactions. Notes Initial Application (1009) Initial Application (1009) Compliance / Initial Disclosures The documents below are required for all transactions. Notes Initial Application (1009) Re-disclose Loan Estimate (LE) Loan Estimate (LE) Re-disclose Loan Complex Loan Disclosure Resputable Astronomy Resputable Astronomy Resputable Astronomy Resputable For Almonia Loan Loan State Lean Lean Lean Lean Lean Lean Lean Lea			ND SUBMIT WITH YOUR LOAN FILE FOR PURCHASE at will assist with the review of your closing documents.
Correspondent UW Contact Name: Suspense Contact Name: Compliance / Initial Disclosures The documents below are required for all transactions. Form Compliance / Initial Disclosures The documents below are required for all transactions. Form Compliance / Initial Disclosures The documents below are required for all transactions. Compliance / Initial Disclosures The documents below are required for all transactions. Compliance / Initial Disclosures The documents below are required for all transactions. Red-disclosure of Loan Estimate (LE) Loan Estimate (LE) Conformation of receipt Red-disclosure of Loan Estimate (LE) if applicable Red-disclosure of Loan Estimate (LE) if applicable Stamp or write 'FIRAL' on latest LE used for CD comparison. Stamp or write 'FIRAL' on latest LE used for CD comparison. Interest Rate Lock Agreement Jon-15 - 60 mandatery Signed and Dated Privacy Disclosure Privacy Disclosure Privacy Disclosure Regulatory Date Certification Regulatory Date Certification Regulatory Date Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included an all closed loan packages submitted to Closing Documents Contract True Copy of NoterBailee Letter Wining Instructions for Warehouse Londer Privacy Discussions Contract True Copy of NoterBailee Letter Original Note to include Addenda Bailee Letter Original Structions for Warehouse Londer Privacy Discussions Contract True Copy of NoterBailee Letter Original Contract True Copy of NoterBailee Letter Original Contract True Copy of NoterBailee Letter Colleteral package. Contract Carried True Copy of NoterBailee Letter Original Contract Contract True Copy of NoterBailee Letter Colleteral package. Contract Contract Contract Copy of NoterBailee Letter Colleteral package. Contract Contract Copy of NoterBailee Letter Colleteral package. Contract Contract Copy of NoterBailee Letter Colleteral package. Contract Copy of NoterBailee Letter Colleteral package. Contract Copy of NoterBailee Letter Colleteral package. Contr	Corre	spondent Company:	CSC Loan #:
Complance / Initial Disclosures The documents below are required for all transactions. Form Notes Complance / Initial Disclosures The documents below are required for all transactions. Form Notes Complete with all MILO signatures To be authorized and signed by borrower Re-disclosure of Loan Estimate (LE) If applicable Re-disclosure of Loan Estimate (LE) If applicable Re-disclosure of Loan Estimate (LE) If applicable Interest Rate Lock Agreement 30 - 45 - 80 mandator 9 Borrower Authorization Signature Interest Rate Lock Agreement 9 Privacy Disclosure Pursuant to the Gramm-Leach-Billey Act Provided Pr	Delivery Contact Name:		Delivery Contact Email:
Compliance / Initial Disclosures The documents below are required for all transactions. Form Notes Initial Application (1003) Loan Estimate (LE) Loan Estimate (LE) Re-disclosure of Loan Estimate (LE) is required for loans with an application date of 10.3.16 and after Interest Rate Loak Agreement Re-disclosure of Loan Estimate (LE) is required for loans with an application date of 10.3.16 and after Replication Responsible of Loan Estimate (LE) is required for loans with an application date of 10.3.16 and after Replication Responsible of Loan Estimate (LE) is required for loans with an application date of 10.3.16 and after Responsible of Loan Estimate (LE) is required for loans with an application date of 10.3.16 and after Responsible of Responsible of Loan Estimate (LE) is required for loans with an application date of 10.3.16 and after Responsible of Loan Estimate (LE) is required for loans with an application date of 10.3.16 and after Responsible of Loan Estimate (LE) is required for loans with an application of the Gramm-Leach-Billiey Act Responsible of Loan Estimate (LE) is required for loans with an application of Loans (LE) is required for loans with an application of Loans (LE) is required for loans with an application of Loans (LE) is required for loan			· · · · · · · · · · · · · · · · · · ·
Compliance / Initial Disclosures	Suspense Contact Name:		Suspense Contact Email:
Initial Application (1003)	Correspondent Loan #:		CSC Lock #:
Initial Application (1003)		Complian	and Initial Disclosures
Initial Application (1003) Loan Estimate (LE) Loan Estimate (LE) Re-disclosue Loan Estimate (LE) Re-disclosure of Loan Estimate (LE) with Change of Circumstance (COCCIC) documentation in date of 10.3.15 and after interest Rate Lock Agreement 30.45 - 80 mandatory Borrower Authorization Privacy Disclosure Miscellaneous State and Product Related Disclosure Miscellaneous State and Product Related Disclosures Wiscellaneous State and Product Related Disclosures Regulatory Data Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citadel Servicing Corporation. Notes Original Note to include Addenda Bailee Letter/ Collateral package. Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attomey Original loan documents Pay History for Subject Loan Pay History for Subject Loan Disclosures Copy or my re-disclosures to include his Congress of the Copy of Section 32 violations. Confirmation-registration of MERS 4 Configured True Copy of Mortgage/Deed of Trust Title Committent Colosing Protection Letter (CPL) Original Certified True Copy of Bail Closing Disclosures (Drive or pre-disclosures to include his Change in Circumstance Evidence of refund of settlement charges, RESPA of Section 32 violations. Confirmation-registration of MERS 4 Certified copy of anyl all escrow amendments (if Applicable) Tax Services Must be life of loan (\$1000 charge if CSC to obtain)			
Loan Estimate (LE) Loan Estimate (LE) Conformation of receipt I applicable Re-disclose Loan Estimate (LE) I graphicable Re-disclose Loan Estimate (LE) with Change of Circumstance (COC/CIC) documentation in date order Re-disclosure of Loan Estimate (LE) with Change of Circumstance (COC/CIC) documentation in date order Mortgage Broker Compensation Disclosure Interest Rate Lock Agreement 30 - 45 - 60 mandatory Borrower Authorization Signed and Dated Privacy Disclosure Privacy Disclosure Privacy Disclosure Required for All Loan Types Including "CHARM" Booklet for ARM Loans Disclosures Regulatory Data Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citadel Servicing Corporation. Form Notes Original Note to include Addenda Ballee Letter/ Collateral package. Certified True Copy of Note/Bailee Lotter Wiring Instructions for Warehouse Lender Power of Attorney Privacy for Subject Loan Power of Attorney Pay History for Subject Loan Provide and Servicing Corporation include copy of Corporation telephone include copy of Corporation of Attorney Provide any addenda; if applicable Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Collater (CPL) Original Certifie		Form	Notes
Loan Estimate (LE) Conformation of receipt Re-disclose Loan Estimate (LE) Re-discloser of Loan Estimate (LE) Re-discloser of Loan Estimate (LE) Re-discloser of Loan Estimate (LE) with Change of Circumstance (COC/CIC) documentation in date of 102-102-102-102-102-102-102-102-102-102-		Initial Application (1003)	Complete with all MLO signatures
Re-disclose Loan Estimate (LE) with Change of Circumstance (CCOC/ICI) documentation in date of order concursation (COC/ICI) documentation in date of 10.3.15 and after II applicable II applicable II applicable II applicable III appl		Loan Estimate (LE)	
Re-disclosure of Loan Estimate (LE) with Change of Circumstance (COC/CIC) documentation in date order Mortgage Broker Compensation Disclosure If applicable		Loan Estimate (LE) Conformation of receipt	To be authorized and signed by borrower
of Circumstance (COC/CIC) documentation in date order order Mortgage Broker Compensation Disclosure Interest Rate Lock Agreement 30 – 45 – 60 mandatory Borrower Authorization Signed and Dated Privacy Disclosure Pursuant to the Gramm-Leach-Billey Act Required for All Loan Types Including "CHARM" Booklet for ARM Loans Regulatory Data Certification Closing Documents Regulatory Data Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citadel Servicing Corporation. Send Original to: Power of Attorney Collateral package Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney Original conducting the Compensation of Supplements of Collader and Product Related Confidence on the Collader Servicing Corporation. Send Original to: Purchaser to Advise Deliver a complete package to Citadel Servicing Corporation, 15707 Confignal Confidence on the Collader of Supplements of Collader on the Collader of Supplements of Supplements of Collader on the Collader of Supplements of Collader on the Collader of Supplements of Supplements of Collader on the Collader Collader on		Re-disclose Loan Estimate (LE)	If applicable
Interest Rate Lock Agreement 30 - 6 - 60 mandatory Borrower Authorization Privacy Disclosure Housing Counseling Disclosure Housing Counseling Disclosure Housing Counseling Disclosure Regulatory Data Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citadel Servicing Corporation. Form Notes Notes Original Note to include Addenda Ballee Letter Wiring Instructions for Warehouse Lender Power of Attorney Original loan documents Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of Microsuppers (CPL) Original Certified True Copy of Mortgages, RESPA or Section 32 violations. Confirmation/registration of MERS # Confirmation-registration of MERS # Co		of Circumstance (COC/CIC) documentation in date	Loan Estimate (LE) is required for loans with an application date of
30 - 45 - 60 mandatory Borrower Authorization Privacy Disclosure Pursuant to the Gramm-Leach-Billey Act Privacy Disclosure Pursuant to the Gramm-Leach-Billey Act Privacy Disclosure Required for All Loan Types Include list of agencies Include list of ARM Loans Include list of		Mortgage Broker Compensation Disclosure	If applicable
Borrower Authorization Signed and Dated Privacy Disclosure Pursuant to the Gramm-Leach-Billey Act Present for All Loan Types Include list of agencies Include list of agencies Include list of agencies Including "CHARM" Booklet for ARM Loans Disclosures			
Privacy Disclosure Housing Counseling Disclosure Miscellaneous State and Product Related Disclosures Including "CHARM" Booklet for ARM Loans Closing Documents Regulatory Data Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citadel Servicing Corporation. Form Notes Notes Notes Original Note to include Addenda Bailee Letter/ Collateral package. Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney Original loan documents Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Bivd., Suite 320, Irvine, CA 92618. Required firat payments due, or if disbursement/curtailments made to include copy of check Provide all required riders/addenda; if applicable Title Commitment Closing Protection Letter (CPL) Must be good within 30 days of funding. Provide any addenda; if applicable and proof of delivery to the borrower fraplicable) Title Commitment Closing Protection Servicing Must be good within 30 days of funding. Provide any addenda; if applicable and proof of delivery to the borrower fraplicable) Signed by all parties Tile scrow account and initial deposits As of the date of funding Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain)			Signed and Dated
Housing Counseling Disclosure Miscellaneous State and Product Related Disclosures Regulatory Data Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citade Servicing Corporation. Notes Notes Original Note to include Addenda Bailee Letter/ Collateral package. Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney Original loan documents Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Must be good within 30 days of funding. Provide all required riders/addenda; if applicable and proof of delivery to the borrower the Applicable) Certified copy of any fall escrow armendments (if Applicable) Certified copy of any any and escrow armendments (if Applicable) 1st Payment Letter CSC's MERS ORG ID 1007419 Signed by all parties Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain)		Privacy Disclosure	~
Miscellaneous State and Product Related Disclosures Including "CHARM" Booklet for ARM Loans			Required for All Loan Types
Regulatory Data Certification Closing Documents Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citadel Servicing Corporation. Form Notes Original Note to include Addenda Bailee Letter/ Collateral package. Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney Original loan documents Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter Tile scrow account and initial deposits As of the date of funding Hazard Insurance Policy (or binder with proof of Must be good with prod of tous and a compliance refer in a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92518. Notes Notes Notes Notes Notes Notes Notes hould be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Purchaser to Advise Note should be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Note should be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Note should be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Note should be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Note should be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Note should be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Note should be endorsed to Citadel Servicing Corporation. Send Original to: Purchaser to Advise Note should be endorsed to Citade Servicing Corporation. 15707 Rockfield Blvd., Suite 320, Irvine, CA			
Use the checklist below to ensure the appropriate documentation is included in all closed loan packages submitted to Citadel Servicing Corporation. Form Notes Original Note to include Addenda Bailee Letter/ Collateral package. Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney Original loan documents Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Required if any payments due, or if disbursement/curtailments made to include copy of check Original certified true copy of Mortgage/Deed of Trust Tritle Commitment Closing Protection Letter (CPL) Must be good within 30 days of funding. Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter Till escrow account and initial deposits As of the date of funding Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain)			3
Form Notes Original Note to include Addenda Bailee Letter/ Collateral package. Certified True Copy of Note/Bailec Loan Original Rote to include Addenda Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney If applicable, must be an executed certified copy Original loan documents Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) Title Service Must be good within 30 days of funding. CSC's MERS ORG ID 1007419 Signed by all parties Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain) Must be provide dates			ring Documents
Original Note to include Addenda Bailee Letter/ Collateral package. Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney Original loan documents Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) Title scrow account and initial deposits As of the date of funding Must be gendered to Citadel Servicing Corporation. Send Original Certified copy If applicable, must be an executed certified copy Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Required if any payments due, or if disbursement/curtailments made to include copy of check Provide all required riders/addenda; if applicable Provide any addenda; if applicable and proof of delivery to the borrower to receive any addenda; if applicable and proof of delivery to the borrower proof of cure and a compliance report. Confirmation/registration of MERS # CSC's MERS ORG ID 1007419 Signed by all parties Title scrow account and initial deposits As of the date of funding Must be life of loan (\$100 charge if CSC to obtain) Must be affective dates		Use the checklist below to ensure the appropriate of	documentation is included in all closed loan packages submitted to
Collateral package. Certified True Copy of Note/Bailee Letter Wiring Instructions for Warehouse Lender Power of Attorney If applicable, must be an executed certified copy Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Pay History for Subject Loan Required if any payments due, or if disbursement/curtailments made to include copy of check Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter Title scrow account and initial deposits As of the date of funding Tax Service Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain)		Form	Notes
Wiring Instructions for Warehouse Lender Power of Attorney If applicable, must be an executed certified copy Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Pay History for Subject Loan Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter TI escrow account and initial deposits As of the date of funding Tax Service Must be good within 30 days of funding. Provide any addenda; if applicable and proof of delivery to the borrower broof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain) Must be an executed certified copy Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Required if any payed to citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Reducted Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Reducted Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Reducted Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Required if any payed to discuss and to discuss made to include to check Provide all required riders/addenda; if applicable If applicable, must coincide with all disclosures and re-disclosures. Provide provide for cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties			
Power of Attorney If applicable, must be an executed certified copy Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter Til escrow account and initial deposits As of the date of funding Must be an executed certified copy Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Required if any payments due, or if disbursement/curtailments made to include copy of check Provide all required riders/addenda; if applicable Provide all required riders/addenda; if applicable Provide any addenda; if applicable and proof of delivery to the borrower If applicable, must coincide with all disclosures and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties Til escrow account and initial deposits As of the date of funding Must be life of loan (\$100 charge if CSC to obtain) Must be life of loan (\$100 charge if CSC to obtain)		Certified True Copy of Note/Bailee Letter	
Deliver a complete package to Citadel Servicing Corporation, 15707 Rockfield Blvd., Suite 320, Irvine, CA 92618. Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter Tl escrow account and initial deposits As of the date of funding Must be good within 30 days of funding. Provide all required riders/addenda; if applicable Provide any addenda; if applicable and proof of delivery to the borrower If applicable, must coincide with all disclosures and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties Tl escrow account and initial deposits As of the date of funding Hazard Insurance Policy (or binder with proof of Must be life of loan (\$100 charge if CSC to obtain)		Wiring Instructions for Warehouse Lender	
Pay History for Subject Loan Original certified true copy of Mortgage/Deed of Trust Title Commitment Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter TI escrow account and initial deposits As of the date of funding Must be 320, Irvine, CA 92618. Required if any payments due, or if disbursement/curtailments made to include copy of check Provide all required riders/addenda; if applicable Provide all required riders/addenda; if applicable Provide any addenda; if applicable and proof of delivery to the borrower If applicable, must coincide with all disclosures and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties TI escrow account and initial deposits As of the date of funding Tax Service Must be life of loan (\$100 charge if CSC to obtain) Must be very effective dates		Power of Attorney	• •
Pay history for Subject Loan include copy of check		Original loan documents	Rockfield Blvd., Suite 320, Irvine, CA 92618.
Trust Title Commitment Closing Protection Letter (CPL) Must be good within 30 days of funding. Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter TI escrow account and initial deposits As of the date of funding Tax Service Must be good within 30 days of funding. Provide any addenda; if applicable and proof of delivery to the borrower lf applicable, must coincide with all disclosures and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties As of the date of funding Tax Service Must be life of loan (\$100 charge if CSC to obtain) Must have effective dates		, ,	
Closing Protection Letter (CPL) Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) Ist Payment Letter To escrow account and initial deposits As of the date of funding Tax Service Must be good within 30 days of funding. Provide any addenda; if applicable and proof of delivery to the borrower the change in Circumstance and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties As of the date of funding Tax Service Must be life of loan (\$100 charge if CSC to obtain) Must have effective dates			Provide all required riders/addenda; if applicable
Original Certified True Copy of all Closing Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) 1st Payment Letter To escrow account and initial deposits Tax Service Original Certified True Copy of all Closing Provide any addenda; if applicable and proof of delivery to the borrower If applicable, must coincide with all disclosures and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties As of the date of funding Tax Service Must be life of loan (\$100 charge if CSC to obtain) Must have effective dates		Title Commitment	
Disclosures (CD) or any re-disclosures to include the Change in Circumstance Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) Ist Payment Letter TI escrow account and initial deposits Tax Service Disclosures (CD) or any re-disclosures to include the Change in Circumstance Provide any addenda; if applicable and proof of delivery to the borrower for include the Change in Circumstance If applicable, must coincide with all disclosures and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties As of the date of funding Tax Service Must be life of loan (\$100 charge if CSC to obtain) Must have effective dates			Must be good within 30 days of funding.
Evidence of refund of settlement charges, RESPA or Section 32 violations. Confirmation/registration of MERS # Certified copy of any/ all escrow amendments (if Applicable) Ist Payment Letter TI escrow account and initial deposits Tax Service Hazard Insurance Policy (or binder with proof of If applicable, must coincide with all disclosures and re-disclosures. Provide proof of cure and a compliance report. CSC's MERS ORG ID 1007419 Signed by all parties As of the date of funding Must be life of loan (\$100 charge if CSC to obtain) Must have effective dates		Disclosures (CD) or any re-disclosures to include	Provide any addenda; if applicable and proof of delivery to the borrower
Confirmation/registration of MERS # CSC's MERS ORG ID 1007419 Certified copy of any/ all escrow amendments (if Applicable) Signed by all parties Signed by all parties To escrow account and initial deposits Tax Service Must be life of loan (\$100 charge if CSC to obtain) Hazard Insurance Policy (or binder with proof of Must be accounted and initial deposits) Must have effective dates		Evidence of refund of settlement charges, RESPA	
Applicable) 1st Payment Letter TI escrow account and initial deposits Tax Service Hazard Insurance Policy (or binder with proof of Must be life of loan (\$100 charge if CSC to obtain) Must be agreed by all parties As of the date of funding Must be life of loan (\$100 charge if CSC to obtain)			
TI escrow account and initial deposits As of the date of funding Tax Service Must be life of loan (\$100 charge if CSC to obtain) Hazard Insurance Policy (or binder with proof of Must be agreed to the date of funding Must be life of loan (\$100 charge if CSC to obtain)			Signed by all parties
Tax Service Must be life of loan (\$100 charge if CSC to obtain) Hazard Insurance Policy (or binder with proof of Must be life of loan (\$100 charge if CSC to obtain)		1st Payment Letter	
Tax Service Must be life of loan (\$100 charge if CSC to obtain) Hazard Insurance Policy (or binder with proof of Must be life of loan (\$100 charge if CSC to obtain)		TI escrow account and initial deposits	As of the date of funding
Hazard Insurance Policy (or binder with proof of Must have effective dates			<u> </u>
premium payment) Must have effective dates		Tax Colvido	

SPG003-081315



Purchasing Request Form & Checklist

Updated: 06/22/16

	Flood Zone Determination/Third Party Flood Certification/proof paid in full	
	Flood Insurance Policy (or application with proof of	If applicable
	premium payment) Copy of Loss Payee Change Letter to Insurer(s)	ii applicable
	Naming Citadel Servicing Corporation, its	
	Successors and/or Assigns	
\Box	Tax Information Sheet Provide disbursement ledger from the closing	
	agent/Final Statement	
	Provide good bye letters with applicable waiting	
	periods Final Application (1003) Signed and Dated	
	Proof of funds for the closing and any premiums	
\Box	due	
	Additional forms and/or documentations required by the u/w to be provided with the loan document package	
	Logrify that all required do compare reservi	oned shove are included now or have been received and
docur		oned above are included now or have been received and
docui	I certify that all required documents mentionented by CSC previously.	oned above are included now or have been received and
docur		oned above are included now or have been received and
docur		oned above are included now or have been received and
docur		oned above are included now or have been received and Signature Date