

DocMagic Alternate Lenders Effective 3/1/21

Our Lending Profile has been updated in DocMagic and two Alt Lender Codes have been created.

The screenshot shows the DocMagic interface with two main sections: 'Order Information' and 'Delivery Options'. In the 'Order Information' section, the 'Websheet #' is 7710, 'Loan Plan Code' is DSI_FIO7 - DSI, and 'Alt Lender Code' is set to 1017 - ACRA LENDING. A dropdown menu for 'Package Type' is open, showing two options: '1017 - ACRA LENDING' and '1018 - CITADEL SERVICING CORPORATION'. The 'Method' is set to 'Seamless' and the 'Action' is 'Process'. In the 'Delivery Options' section, there are checkboxes for 'DocMagic eSign', 'Signature Enable', 'Event Notification', and 'Retrieval Notification', all of which are currently unchecked.

A field has been added to the top of the Doc Prep screen in Bytepro to inform users which option to select in the DocMagic interface.

The three options which would display are:

1. No Alt Lender
2. Citadel Servicing Corporation
3. Acra Lending

The screenshot shows the DocMagic interface with a yellow banner at the top stating 'This file has been marked as 'excluded from custom reports''. Below the banner, the 'Alternate Lender' field is set to 'Citadel Servicing Corporation'. The DocMagic logo is visible in the bottom left corner.

The details for the above settings are as follows:

1. No Alt Lender
 - a. Lender = Acra Lending
 - b. First Payment address = ServiceMac
2. Citadel Servicing Corporation
 - a. Lender = Citadel Servicing Corporation
 - b. First Payment address = ServiceMac
3. Acra Lending
 - a. Lender = Acra Lending
 - b. First Payment Address = Citadel Servicing Corporation

Beginning All disclosures, closing, and Funding employees will be required to select the designated Alt Lender code prior to issuing documents through the system.

If you have any questions contact your manager.