Wire Request Silvergate





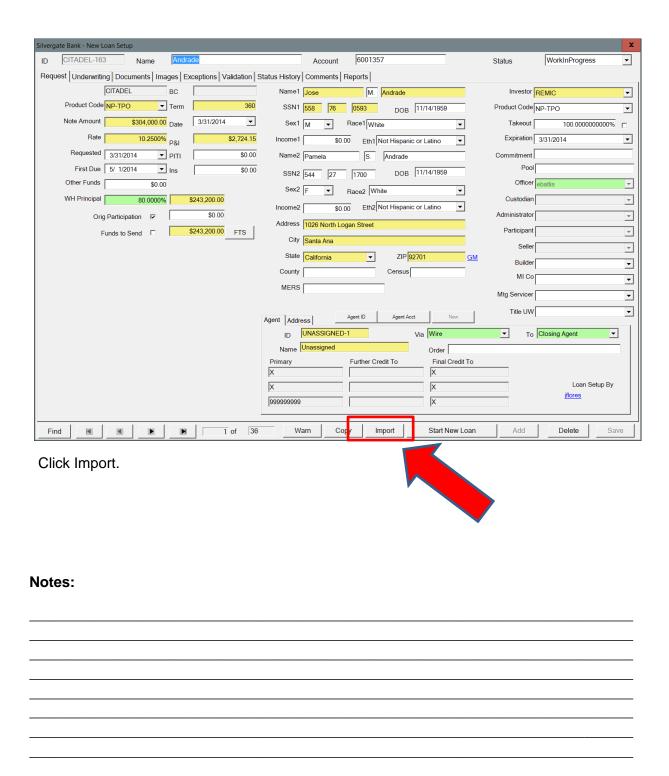
Documents needed to complete input:

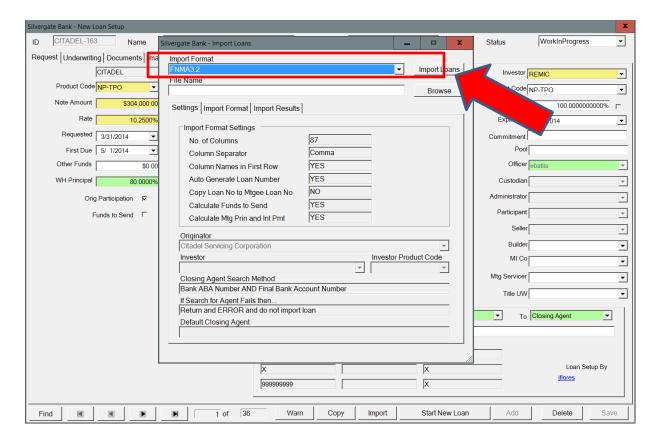
- 1. Fannie Mae Exported File from BytePro.
- 2. Title Wiring Instructions
- 3. Approved Funding Figures
- 4. Underwriting Worksheet
- 5. Final 1003
- 6. Copies of the Note, Deed, Transaction Request, & Underwriting worksheet uploaded to the L Drive.

NOTE: For loans of \$1,000,000.00 or more, the Full Appraisal Report and Lender Credit Report will be required.



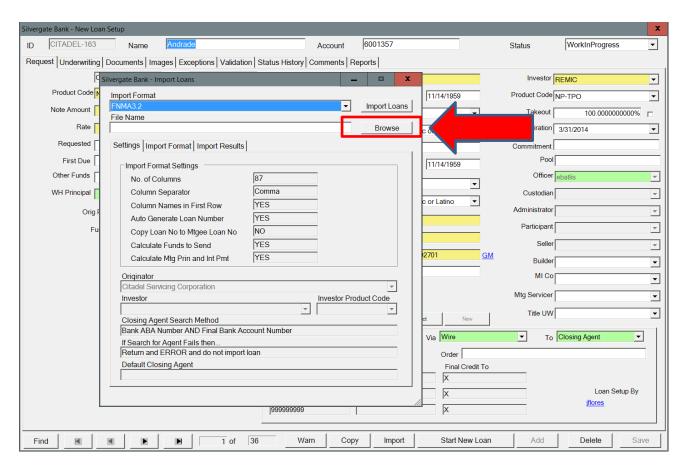
Click Loan Setup and select Add - Edit.





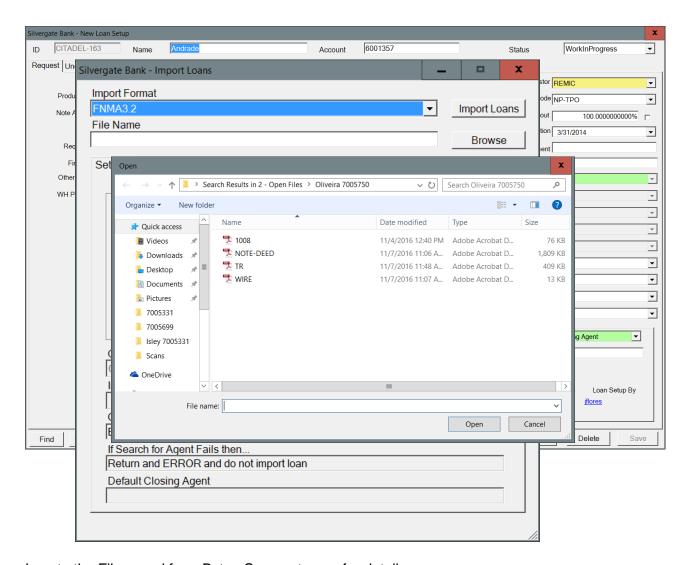
Select FNMA3.2 from Input Format drop down.

Notes:			

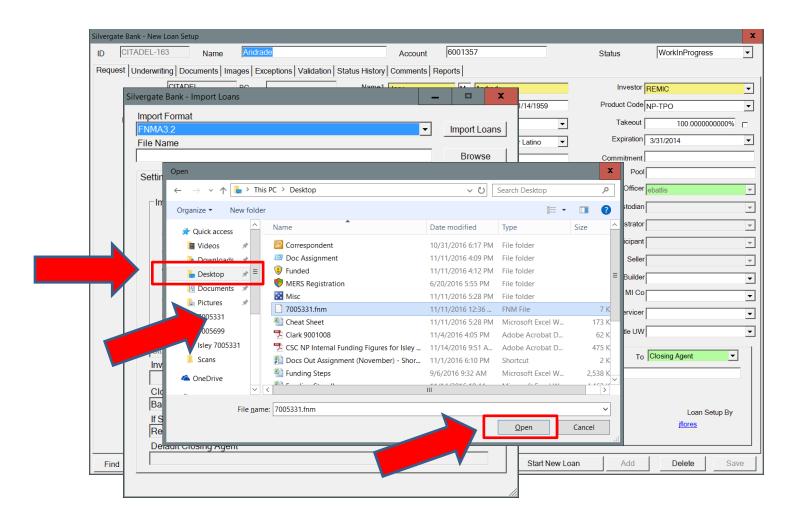


Click Browse

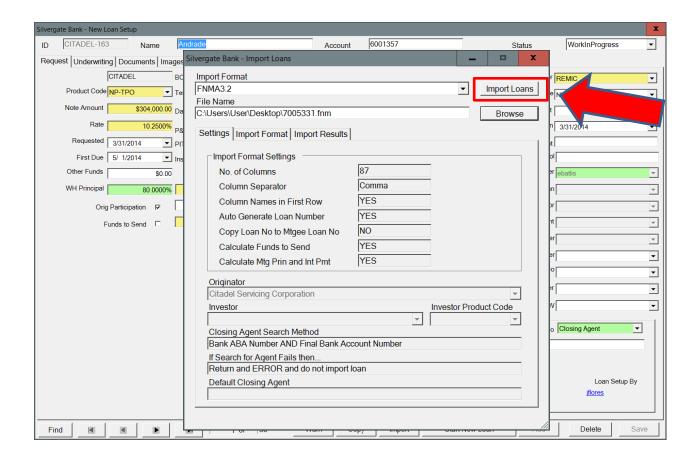
Notes:				



Locate the File saved from Byte. See next page for details

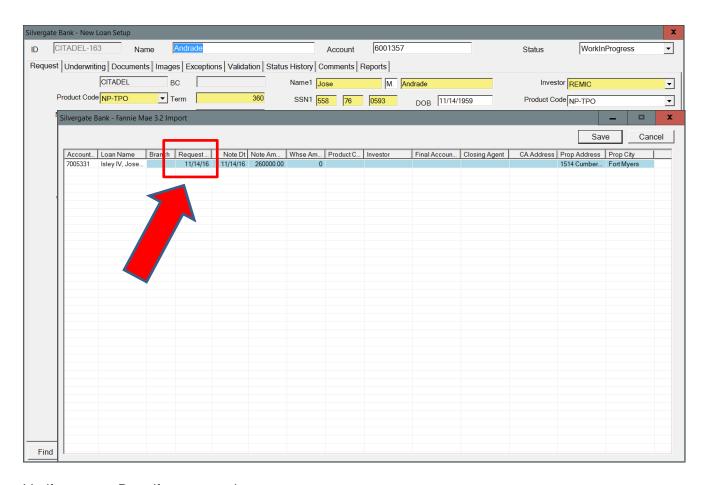


Select Desktop from left column, highlight desired loan, and click open.



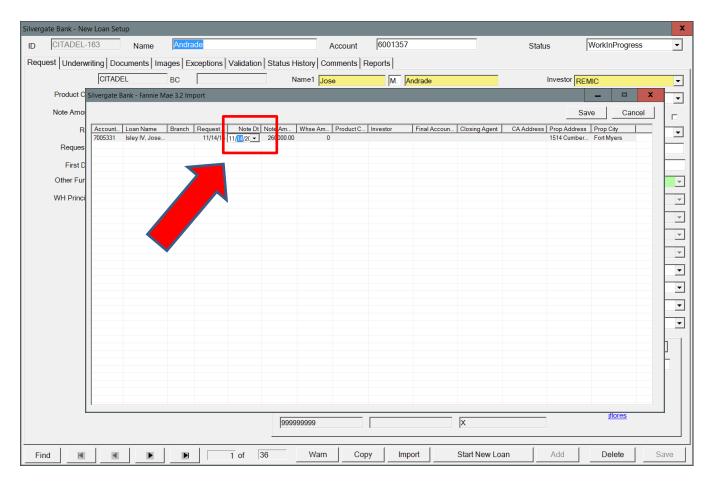
Click Import Loans.

Notes:			

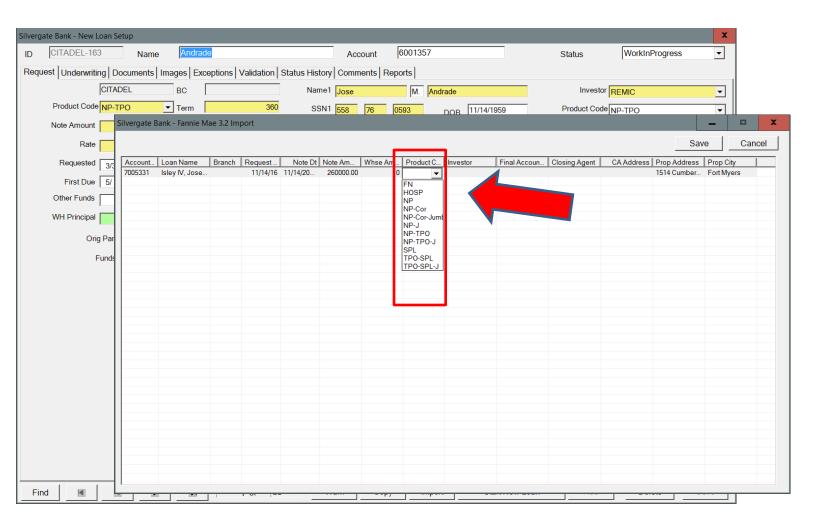


Verify request Date if not same day.

Notes:			
	-		



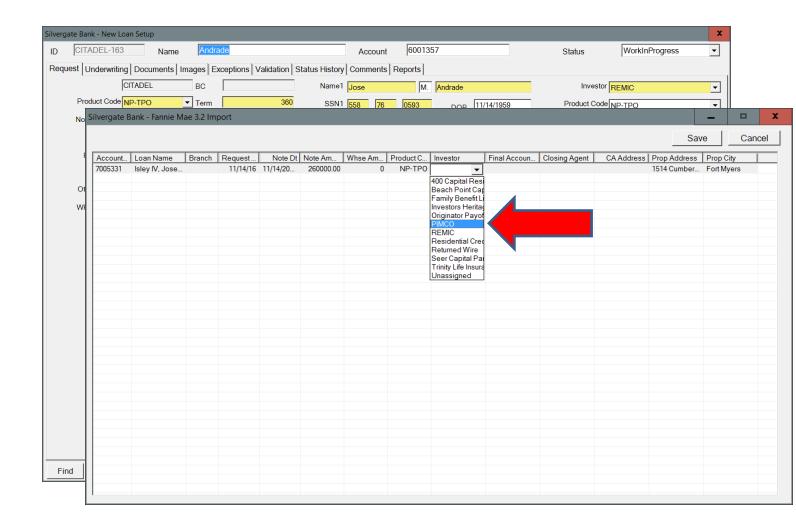
Verify Note Date from Loan Documents.



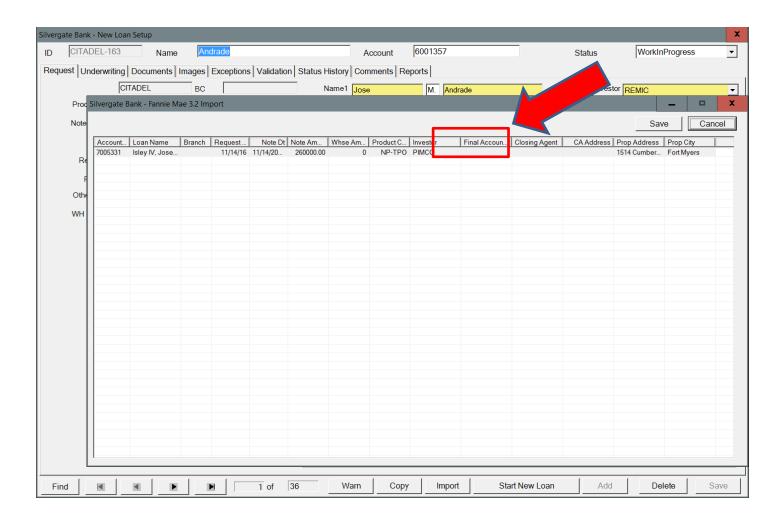
Select Product Code: NP-TPO - Non-Prime under \$550,000.00.

NP-TPO-J – Non-Prime \$550,000.00 or more. TPO-SPL – ODF under \$550,000.00. TPO-SPL-J – ODF \$550,000.00 or more. >Warehouse Lender 01 in Byte.

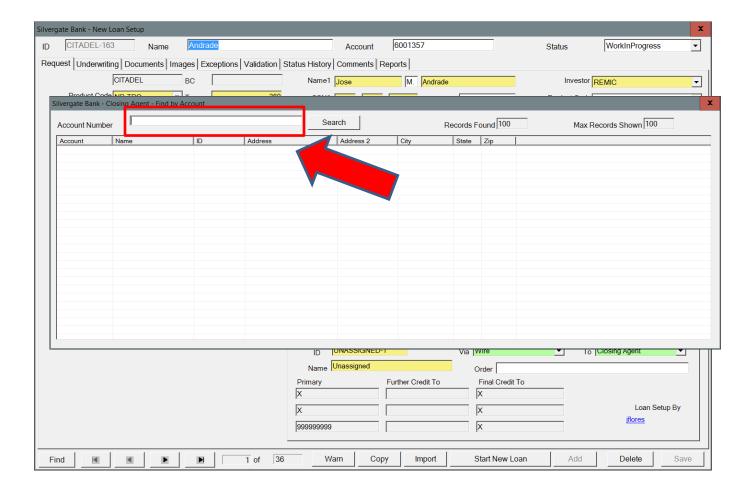
>Warehouse Lender 02 in Byte



In selecting the investor, choose PIMCO

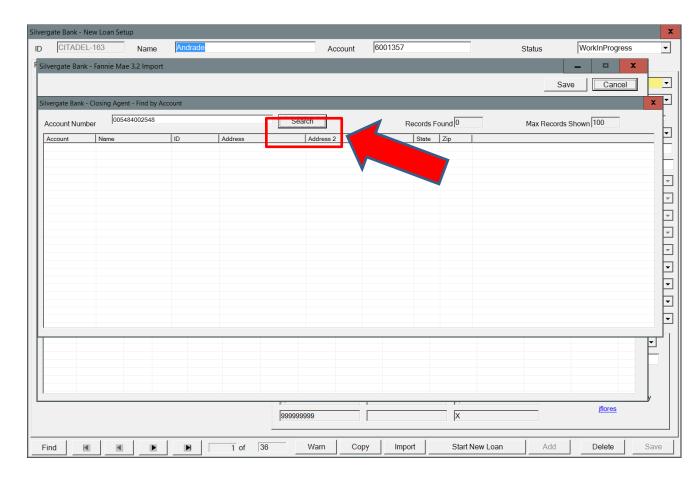


Click Final Accounting.



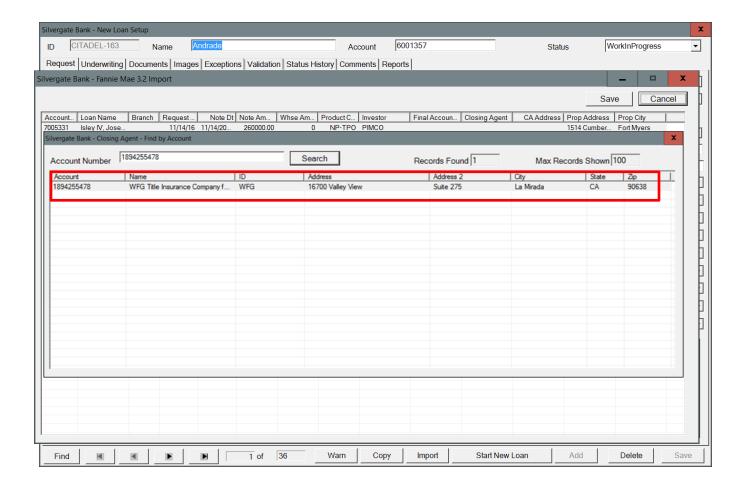
Enter Title Account Number from Wiring Instructions.

Notes:		

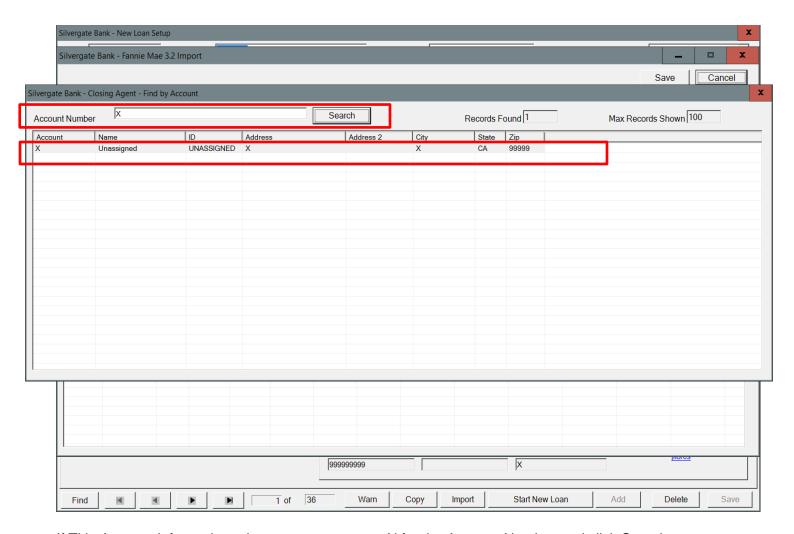


Click Search

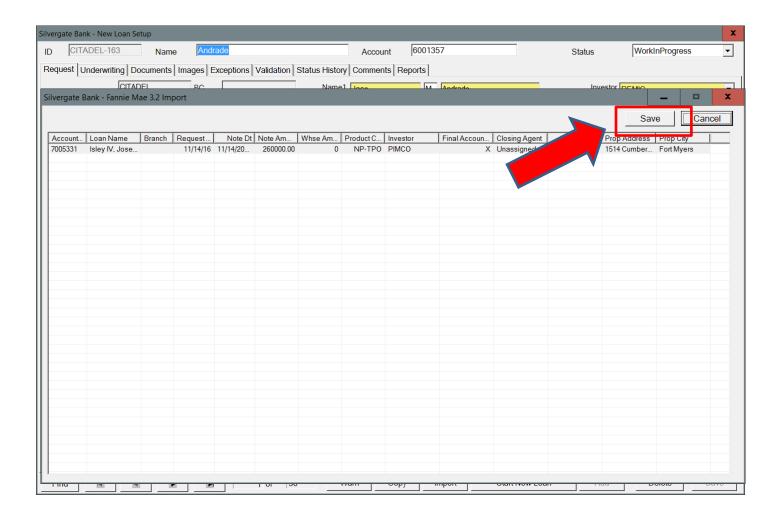
Notes:		



Verify Title Company matches and double click to select. If no information appears, see the next page.

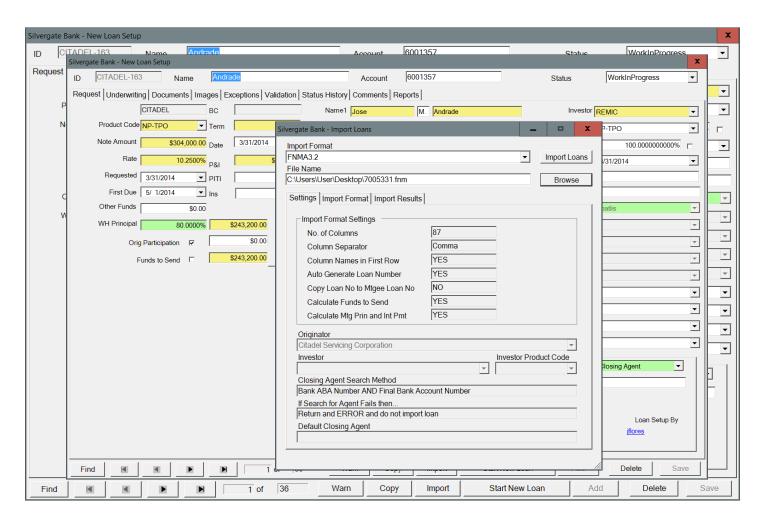


If Title Account informations does not appear, type X for the Account Number and click Search. Double Click to select Unassigned.

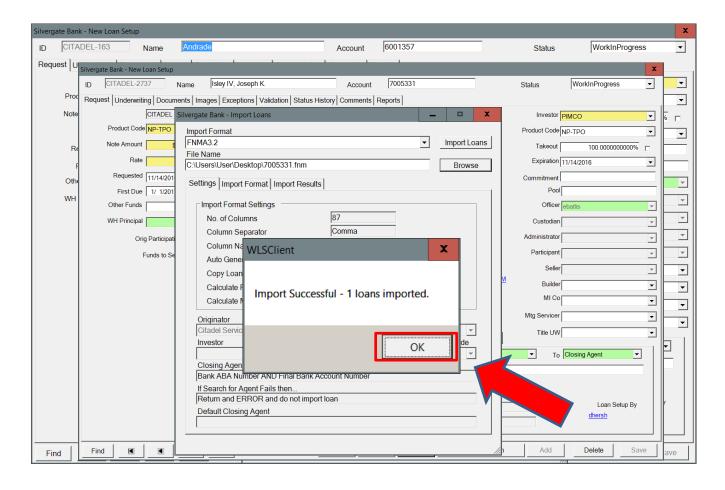


Click Save

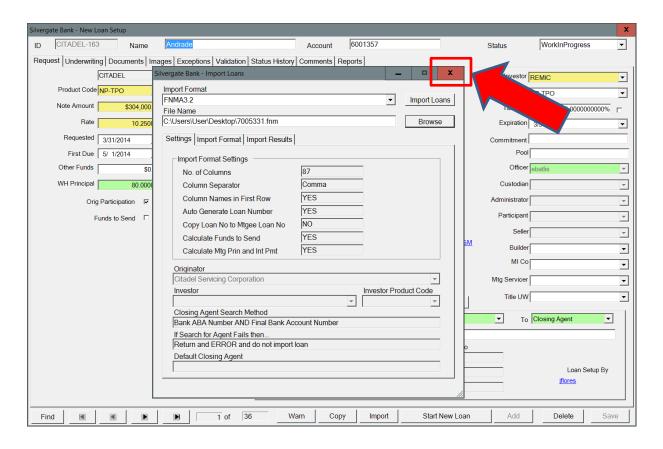
Notes:			



NOTE: While the sytem is processing, you may receive pop-up validations requesting Doc Type (Full Doc), Appraisal Type (Full), or Loan Type (NP).

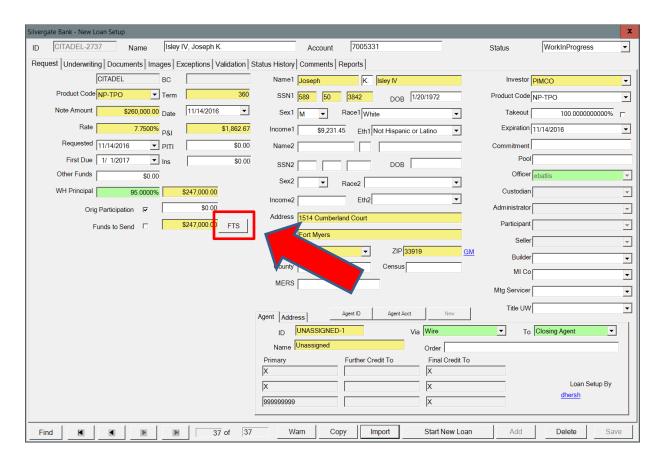


Click OK



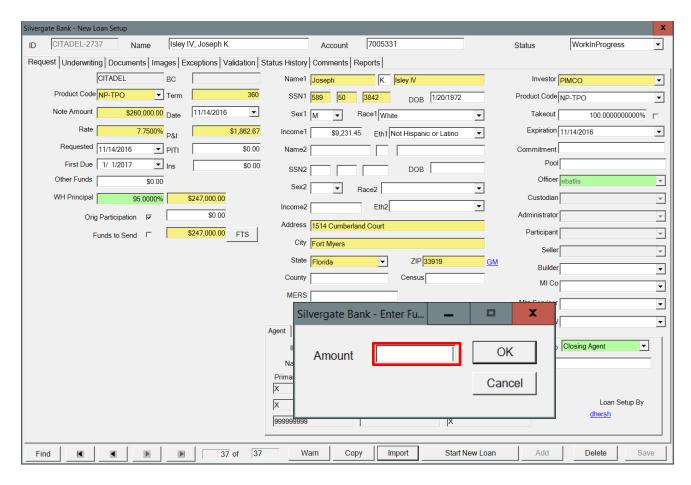
Close Window.

NOTE: Information for your loan will begin to populate once the Import Loans Window is closed.

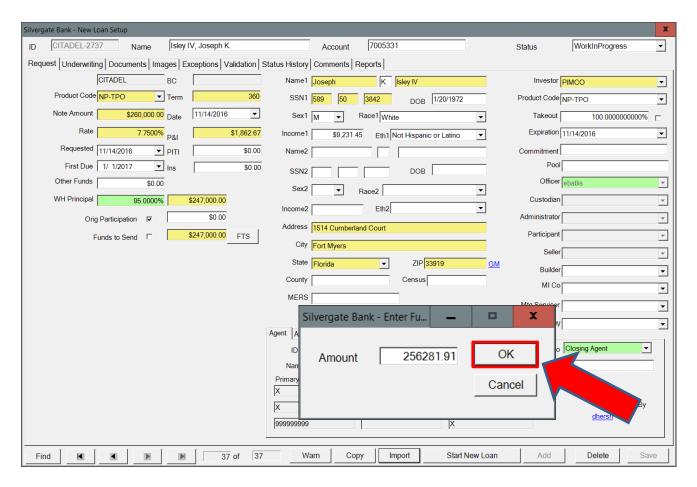


Click the FTS button

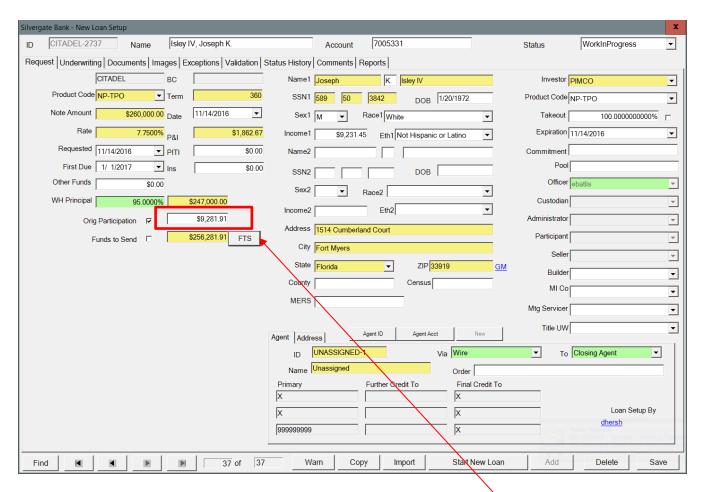
Notes:		



Enter the Wire Amount from approved Internal Funding Figures.

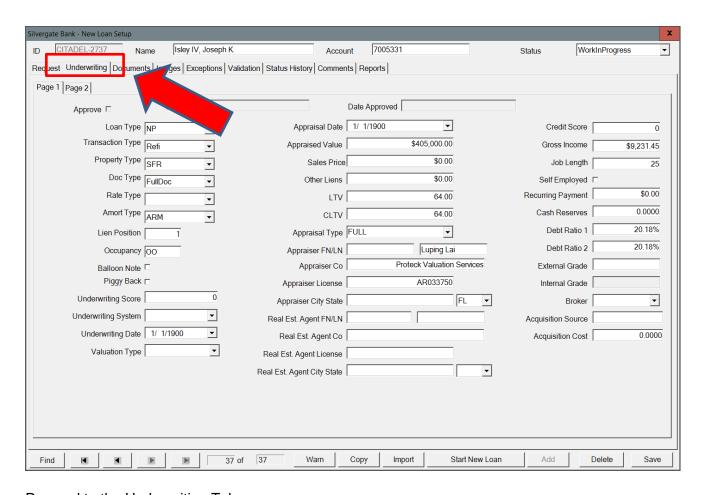


Click OK.



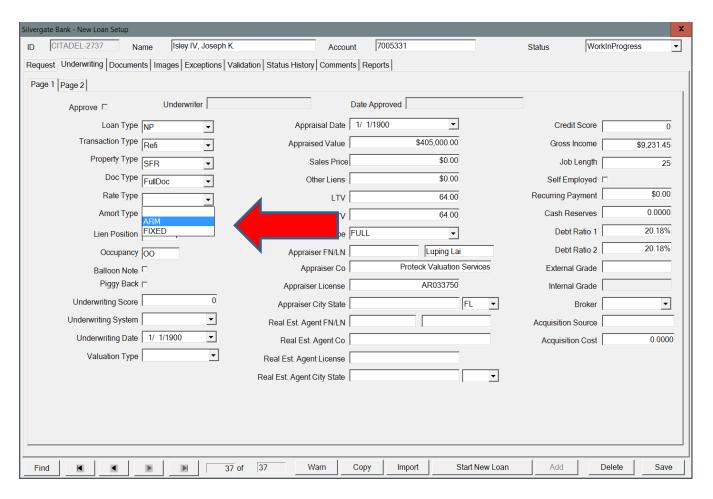
Verify Orig Participation matches the amount listed on the top right of the approved Internal Funding Figures from Byte.





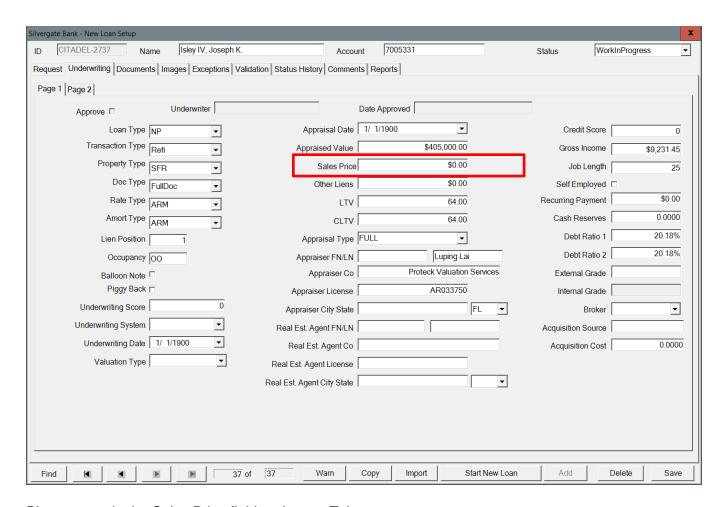
Proceed to the Underwriting Tab

Notes:		



Select Rate Type from drop down to match Amort Type. (ARM of FIXED)

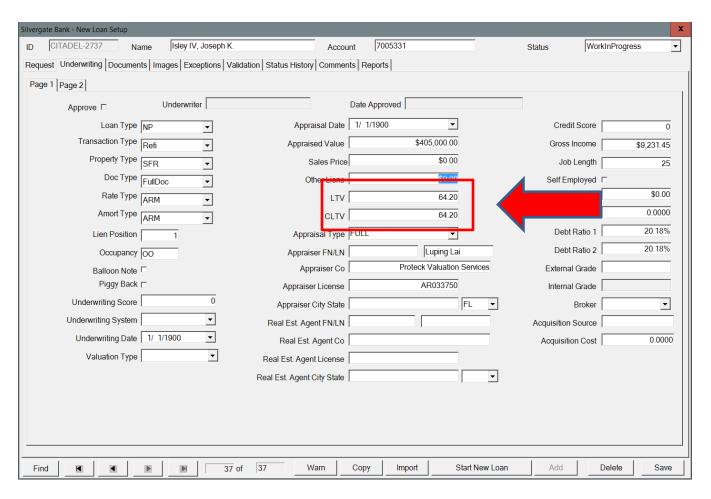
26.



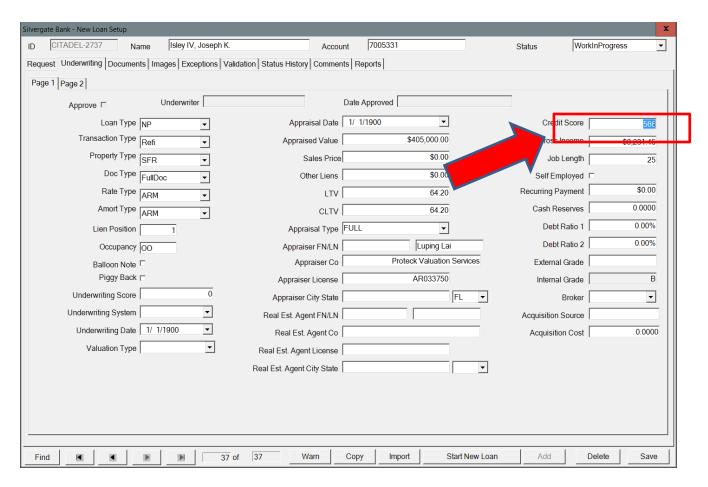
Place cursor in the Sales Price field and press Tab.

NOTE: This is required even if loan is a Refinance. LTV & CLTV will not proprly calculate until this is done.

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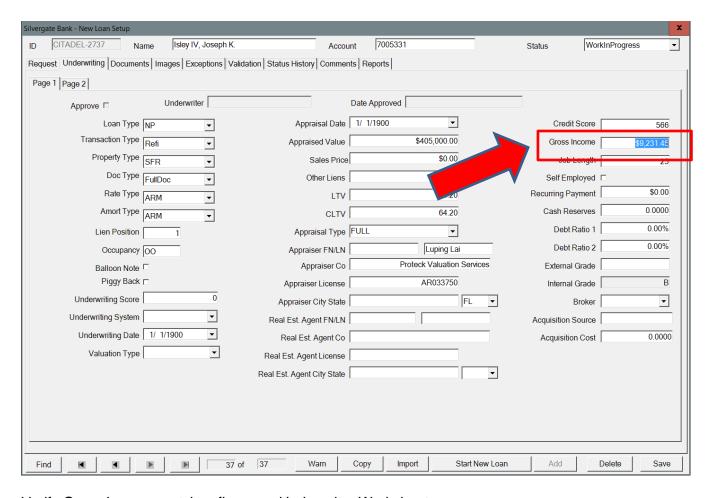


Verify LTV & CLTV match figures on the Underwriter Worksheet.

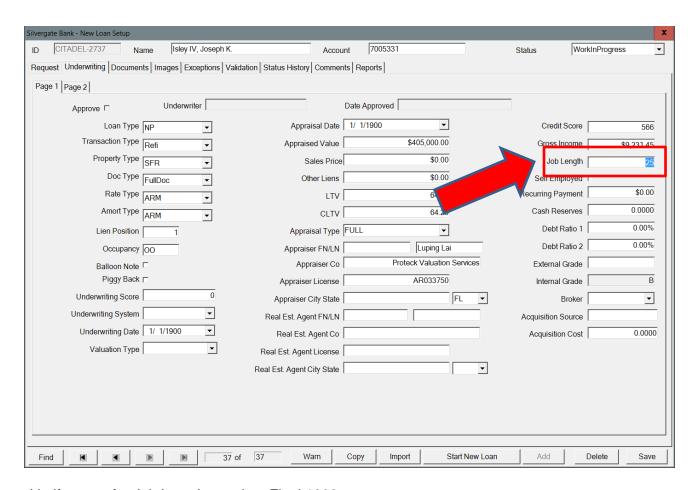


Enter First Borrower Credit Score from the Underwriter Worksheet.

Notes:			

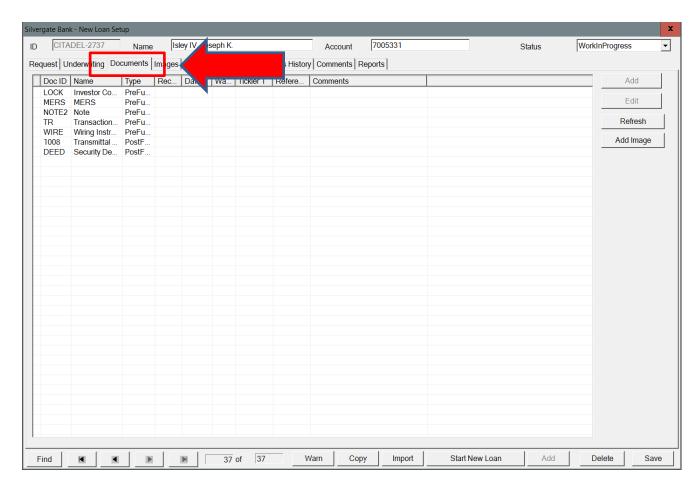


Verify Gross Income matches figure on Underwriter Worksheet.

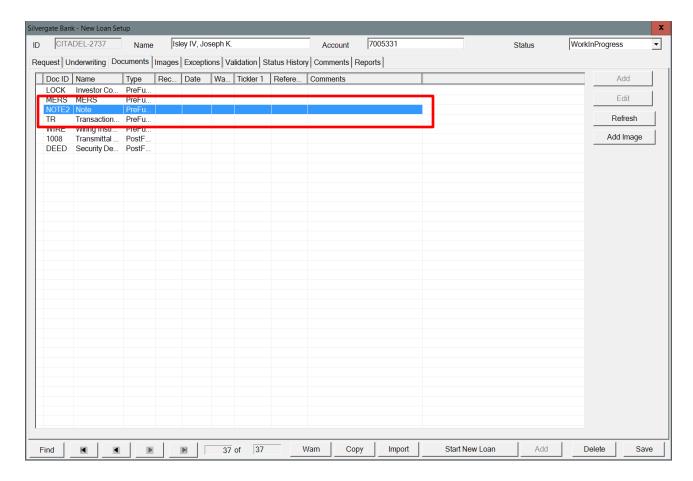


Verify years for Job Length matches Final 1003.

Notes:			

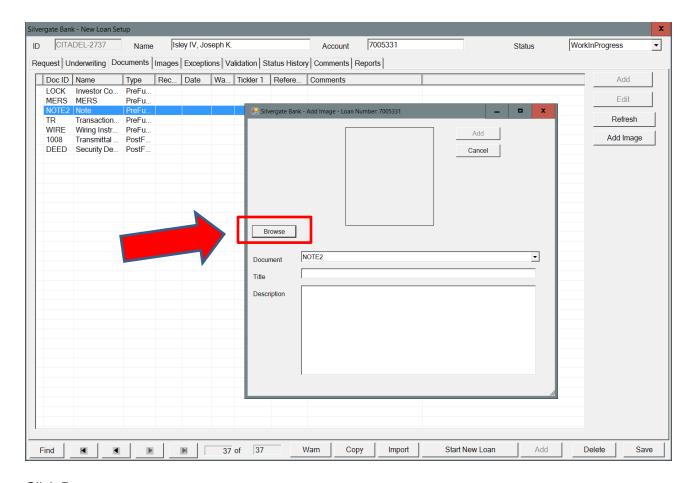


Proceed to Documents Tab.



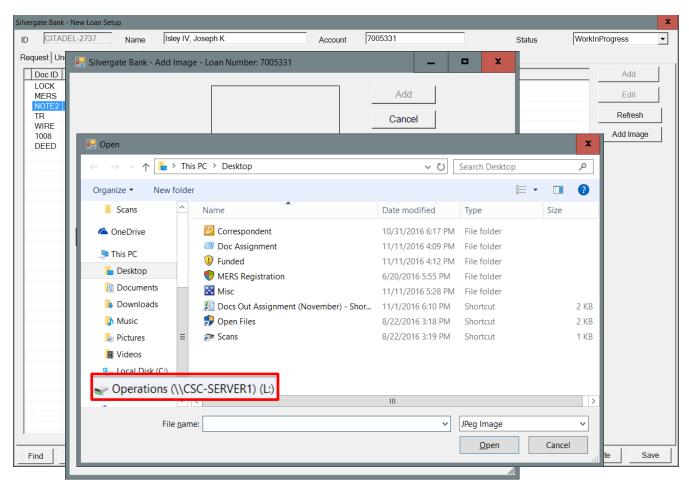
Highlight Document to be uploaded and Click Add Image.

Notes:			



Click Browse.

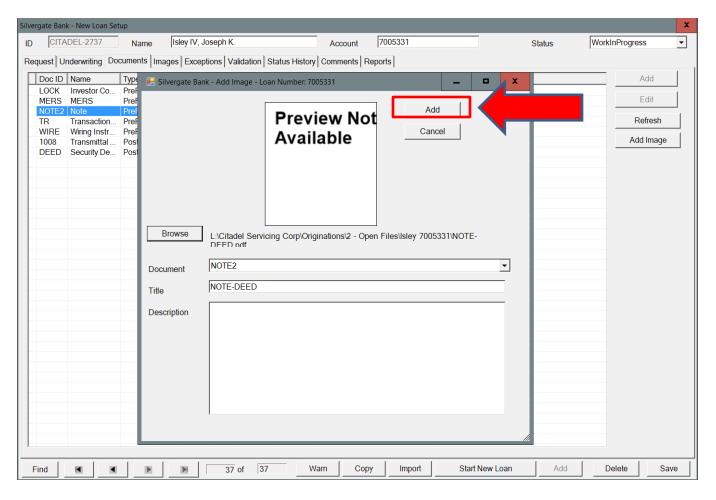
33.



Locate documents saved to the L Drive: Click Operations (\\CSC-SERVER) (L:) - Citadel Servicing Corp. - Originations - Open Files - Enter Loan Number in Search Field.

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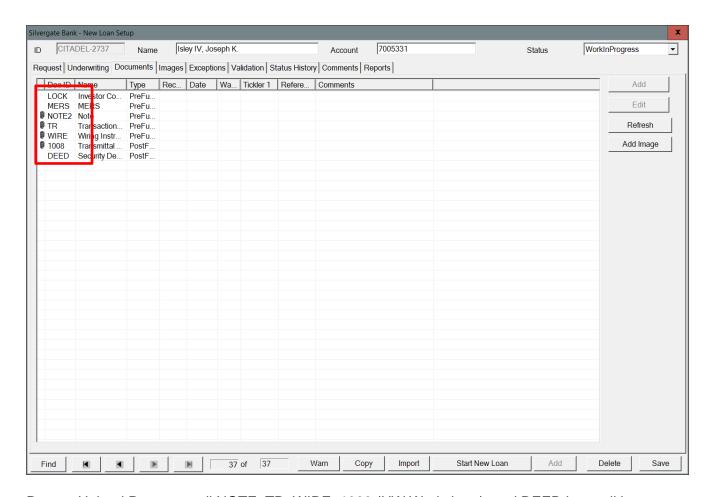
34.



Click Add.

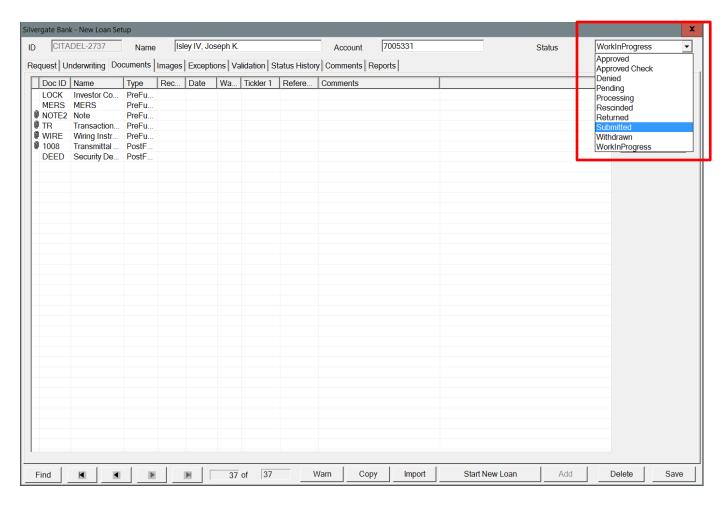
NOTE: Multiple documents can be uploaded under one line item.

Attachmnets cannot exceed 3,000 MB.

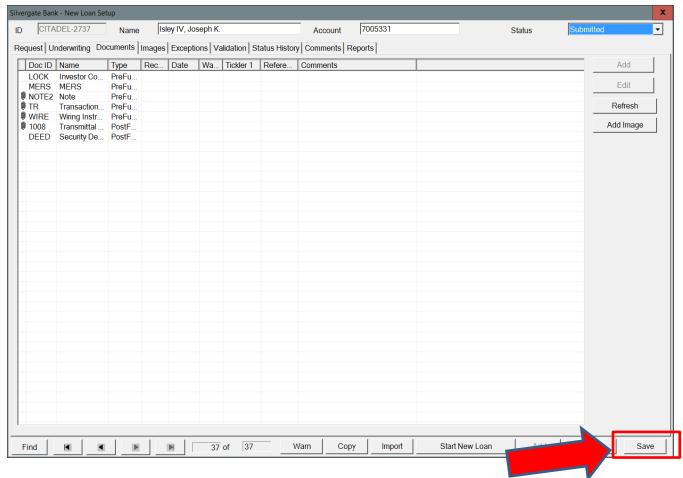


Repeat Upload Process until NOTE, TR, WIRE, 1008 (UW Worksheet), and DEED have all been uploaded.

Notes:			



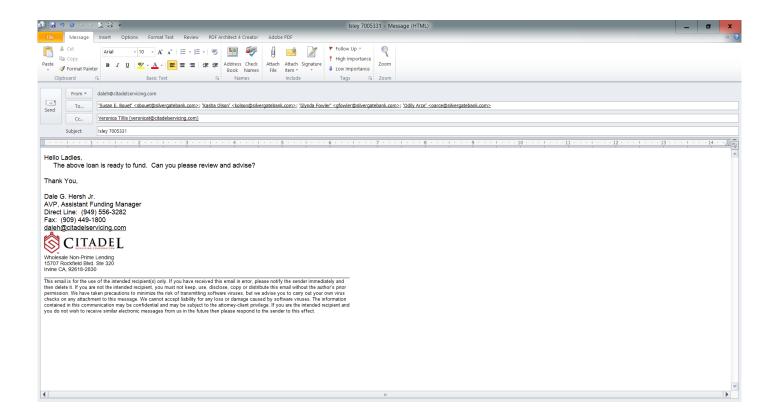
Click on Status drop down and select Submitted.



Click Save.

You can now close this Window

-



Send an e-mail to Silvergate advising the loan is ready for funding:

'Susan E. Bouet' sbouet@silvergatebank.com

'Kasha Olson' kolson@silvergatebank.com

'Glynda Fowler' gfowler@silvergatebank.com

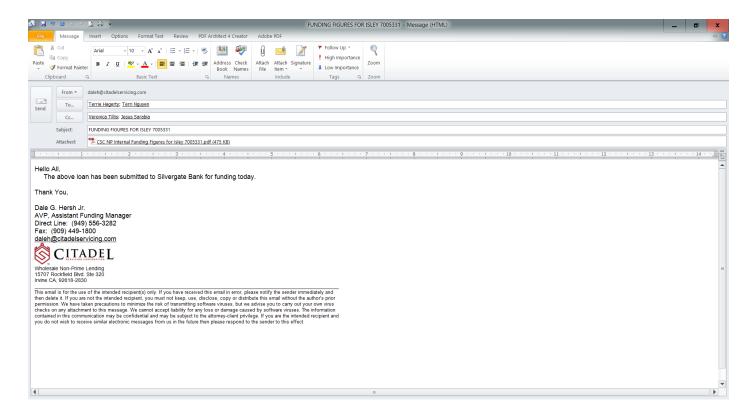
'Odily Arce' oarce@silvergatebank.com

CC:

Veronica Tillis (veronicat@citadelservicing.com)

Dale Hersh <u>daleh@citadelservicing.com</u>

See Sample Above.



Send an e-mail to Accounting advising the loan is funding with Approved Internal Funding Figures from Byte attached:

'Terrie Hagerty terrieh@citadelservicing.com

'Terri Nguyen tnguyen@citadelservicing.com

CC:

Veronica Tillis (veronicat@citadelservicing.com)

Dale Hersh daleh@citadelservicing.com

Jesus Sarabia (jesuss@citadelservicing.com)

NOTE: Subject Line must be in all caps. See sample above.