



## MEGA CAPITAL FUNDING, INC.

### **CORRESPONDENT FUNDING CHECKLIST CORR 1**

**The following docs are to be included along with the standard Closing Package Documents:**

- ☐ Protection Letter
- ☐ Final Settlement Statement from Escrow
- ☐ Seller signed CD (if applicable)
- ☐ EMD and Certified Copy of Funds to Close with escrow receipt
- ☐ All pages of the Signed Closing Documents
- ☐ Hazard Insurance Policy 12 months term (Min. of 3 months coverage is required on refi at time of purchase)
- ☐ Condo/Attached PUD: HOA Master Ins w/ Walls-in includes improvements and betterments, if bare/basic walls in separate Ho6 policy is required with 5% max deductible, 1M Liability Coverage & Fidelity Bond (21 units and more)
- ☐ Trust Certification if vested in Trust
- ☐ POA/Authorized signatory for Seller (if applicable)
- ☐ Certified Copy of Pay off Demand
- ☐ Signed Escrow Instructions with Vesting
- ☐ Quit Claim Deed/Grant Deed (if applicable)
- ☐ Signed Escrow Instructions with Vesting
- ☐ Locked LE
- ☐ Lock Confirmation
- ☐ Change of Circumstance Form
- ☐ Flood Certification
- ☐ Discount Point Form (if applicable)

### **ORIGINAL DOCUMENTS REQUIRED AT TIME OF PURCHASE**

- ☐ Bailee Letter
- ☐ Original Allonge to show "Pay to Order to Mega Capital Funding, Inc"
- ☐ Original Note

### **POST PURCHASE CONDITION**

- ☐ Mers Transfer

Complete Closing Package must be uploaded  
to our Loan Doc Portal:[https://  
www.mcfunding.com/  
upload\\_fundingdepartment/Purchase Review](https://www.mcfunding.com/upload_fundingdepartment/Purchase%20Review)  
turn time is 48 hours