



CORRESPONDENT FUNDING CHECKLIST CORR 2

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

- ☐ Closing Protection Letter
- ☐ Final Settlement Statement
- ☐ Post CD
- ☐ Seller signed CD (if applicable)
- ☐ EMD and Certified Copy of Funds to Close with escrow receipt (if applicable)
- ☐ Signed General and Specific Closing Instructions
- ☐ Signature and AKA Affidavit
- ☐ Notice of Right to Cancel (if applicable)
- ☐ Certified Copy of the Note
- ☐ Certified Copy of Deed of Trust and Riders
- ☐ Loan Doc/Final Closing Disclosure
- ☐ Warranty Deed (Wet State)
- ☐ Hazard Insurance Authorization and Requirements
- ☐ W9 – Payer Request for Taxpayer ID
- ☐ 4506T Form
- ☐ Acknowledgment of Receipt of Appraisal Report
- ☐ Compliance Agreement
- ☐ Errors and Omissions
- ☐ Borrower Debt Certification
- ☐ Home Counseling Notice
- ☐ CA Fair Lending (for CA only)
- ☐ ECOA
- ☐ Flood Insurance Coverage Subject to Change Disclosure
- ☐ Hardship Letter
- ☐ Discount Point Fee Disclosure (if applicable)
- ☐ Tax Record Information Sheet
- ☐ Impound Authorization
- ☐ Initial Escrow Account Disclosure Statement (if applicable)
- ☐ Notice Concerning Furnishing Negative Information
- ☐ Notice of Servicing Transfer
- ☐ First Payment Letter to Borrower
- ☐ Credit Score Disclosure
- ☐ Privacy Policy
- ☐ USA Patriot Act Customer Identification Verification Form w/ Borrower's ID
- ☐ Copy of ID
- ☐ Statement of Loan Purpose (if applicable)
- ☐ 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 (if applicable)
- ☐ Signed Escrow Instructions with Vesting
- ☐ UCD Fannie/Freddie showing Satisfied/Successful
- ☐ Compliance Audit Report All Passed(QM,HPML, SEC 32,FANNIE/FREDDIE POINTS AND FEES) if applicable
- ☐ Quit Claim Deed/Grant Deed (if applicable)
- ☐ Signed Final 1003
- ☐ Signed Escrow Instructions with Vesting
- ☐ Initial Signed 1003
- ☐ Initial LE
- ☐ Locked LE
- ☐ Change of Circumstance Form
- ☐ Signed Initial CD
- ☐ Flood Certification
- ☐ Discount Point Form (if applicable)

Initial Disclosures Required

- ☐ Borrowers Authorization
- ☐ Intent to Proceed (same date as initial LE date)
- ☐ Settlement Providers List
- ☐ ECOA
- ☐ CA Fair Lending (for CA only)
- ☐ Home Counseling Notice
- ☐ Tool Kit
- ☐ Flood Disclosure (If in a Flood Zone)
- ☐ ARM Disclosure (if applicable)
- ☐ E-consent Form

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://](https://www.mcfunding.com/)
www.mcfunding.com/
[upload_fundingdepartment/Purchase Review](https://www.mcfunding.com/upload_fundingdepartment/Purchase%20Review)
turn time is 48 hours