

Non-Delegated Correspondent Quick Reference Guide



Main Office		Resources & General Information	
Mega Capital Funding, Inc. 26637 Agoura Road, Ste 100 Calabasas CA, 91302 NMLS #303203 Toll Free: 1.866.823.7777 Main Number: 818.657.2600 Web: www.MCFunding.com Hours of Operation: Monday – Friday: 8:00 am – 5:00 pm PST		Submission Form: Submission Form Doc Order Form: Doc Request Form Portal Access: Correspondent Login Non-Delegated Correspondent 1 Fee: \$1195 Non-Delegated Correspondent 2 Fee: \$895 All NON-QM and Jumbo: \$1575 Closed End Seconds: \$895 Standalone, \$595 Piggyback Texas Attorney Fee: \$250 MERS ID # 1000892 HOI/Flood/CPL/Condo Insurance Loss Payee Clause: Lender's Name/ ISAOA & Address	
Department Contacts			
		Correspondent@mcfunding.com Brm@mcfunding.com Lock@mcfunding.com Submit@mcfunding.com Docs@mcfunding.com funding@mcfunding.com finaldocs@mcfunding.com	
❖ Correspondent Approvals:			
❖ General Support:			
❖ Secondary Marketing – Locks:			
❖ Submission Department			
❖ Doc Order Form			
❖ Purchasing Department			
❖ Trailing Docs			
Pricing and Lock Information		Post Closing Instructions	
<ul style="list-style-type: none">• Lock cut-off: 6:00 PM PT for Agency, FHA, and VA., Jumbo and Gold 2:00 PM. See lock policy for more detailed information.• Locks accepted via online Broker Portal or e-mail request• Lock Online via Broker Portal login: www.MCFunding.com• Pre-locks: See Lock Policy at MCFunding.com• 15 day locks exclusive to “clear to close” (ready for docs) status loans only.• Max Net Rebate Price: see rate sheet and Lock Policy		Required Documents: Bailee Letter, Wiring Instructions, Original Allonge, Original Note, POA & Trust Cert Original Note Package Ship To: Mega Capital Funding, Inc. Attn: Funding Department 26637 Agoura Road, Ste 100 Calabasas CA, 91302 Note Endorsement: Pay to the order of Mega Capital Funding, Inc. without recourse MERS Transfer MIN # must be transferred to MCF #1000892 in MERS system (TOS/TOB) prior to loan purchase Signed Final Documents upload to: https://mcfunding.com/upload_fundingdepartment/	
Servicing Department		Trailing Documents	
Mega Capital Funding, Inc. Attn: Payment Processing 26637 Agoura Road, Ste 100 Calabasas CA, 91302 Email: Servicing@mcfunding.com Phone: 1.866.823.7777		Mail Original Recorded Deed/Mortgage and Final Title Policy to: Mega Capital Funding, Inc. Attn: Post Closing / Trailing Documents 26637 Agoura Road, Ste 100 Calabasas CA, 91302	