

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: \$1595 Texas Attorney Fee: \$250 MERS ID # 1000892 Hazard, Flood Insurance & CPL Mortgage Clause: Non Del’s Name / ISAOA & Address	
Department Contacts			
		BrokerApproval@mcfunding.com BRM@mcfunding.com MGenius@mcfunding.com Lock@mcfunding.com technicalsupport@mcfunding.com Submit@mcfunding.com Docs@mcfunding.com funding@mcfunding.com finaldocs@mcfunding.com	
❖ Correspondent Approvals:			
❖ Correspondent Support:			
❖ MGenius Support:			
❖ Secondary Marketing/Locks:			
❖ Login Request/Technical Support			
❖ Submission Department			
❖ Docs Department			
❖ Purchasing Department			
❖ Trailing Docs			
Pricing and Lock Information		Post Closing Instructions	
• <u>Lock cut-off</u> 6:00 PM Pacific for Agency, FHA, and VA Jumbo and Non-QM vary depending on product See lock policy for more detailed information. • Locks accepted via online Broker Portal or e-mail request • <u>Lock Online via:</u> MGenius • 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: 866-823-7777 opt 4		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	