


## FUNDING

Funding requests in the eMPF® website can be made under the ‘Submit Batch’ function utilizing a standard ULDD file or using the ‘Loan Presentment’ function to manually input the loan information.

### Batch Information

Master Commitment Number:  

Program: Original | Delivery Type: Mandatory  
| Servicing Model: Servicing Retained

Batch Type:

Post Closing Contact:

Batch File:    
*Must be in .xml format*

After the funding request is successfully completed loan funds are credited to the PFI’s main account at their MPF Bank. Upon acceptance of the mortgage file (must be uploaded to the eMPF website) and PFI’s approval of the Funding Memo acceptance email, SLS will wire the SRP payment net of the required escrows and fees. The following fees will be netted from the whole loan funding:

- Escrows
- \$150 loan boarding fee
- \$80 tax service fee
- \$500 government loan boarding fee (if applicable)

Should the netting and fee result in a negative amount the PFI must wire the amount owed to SLS within two (2) business days of receiving the funding memo. Wiring instructions are found in Exhibit 3 of the SLS Servicing Transfer Manual.

## NOTE ENDORSEMENT

The endorsement on the Note needs to be endorsed to the 'Blank'.

<p><b>PAY TO THE ORDER OF</b> _____ <i>Leave Blank</i></p> <p><b>WITHOUT RECOURSE</b></p> <p><b>Name of PFI</b> _____</p> <p><b>Signature of authorized officer</b> _____</p> <p><b>Name and title of authorized officer</b> _____</p>
--

## FINAL DOCS

Final documents are sent (hard copy) to the Bank of New York Mellon:

BNY Mellon Document Custody  
Attn: SLS-CMS-WARE Training Docs  
2322 French Settlement Rd  
Suite 100  
Dallas TX 75212-6034

Final documents include (as detailed in Exhibit 6 in the SLS Loan Servicing Transfer Manual):

- 1. Recorded Security Instrument: Mortgage / Deed of Trust.
- 2. Final title policy and endorsements or final title opinion.
- 3. Recorded Intervening Assignments, if applicable.
- 4. Recorded Assignment from Selling PFI to MERS, if applicable.
- 5. Recorded Power of Attorney (if recording is required).
- 6. Applicable Government Agency mortgage insurance certificate or loan guaranty Certificate.