

WHOLESALE BULLETIN

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20W-096

Attention: AEs, Business Development Managers & Mortgage Brokers

July 31, 2020

Please take a moment to read the important information contained in this bulletin.


Included in this Bulletin: New Final 1003 Process

Effective August 3, 2020, Mountain West Financial® will be changing the vendor we use to send the final 1003.

Previously, the final 1003 for the loan officer was sent through DocuSign. However, going forward, we have added a new doc package that will send the final 1003 through our primary doc vendor DocuTech.

The email and the signing vault for the final 1003 is the same as when e-signing the initial 1003.

Example of what email will look like

 MOUNTAIN WEST FINANCIAL
Making Homeownership A Reality Since 1990

****This is an automated message; please do not reply to this message.****

Thank you for your business and we appreciate you. In order to expedite the closing of this transaction, we're sending the final 1003 for signature.

To confirm receipt of the final 1003 and to e-Sign for Jessica Garth, you must sign into the MWF [e-Sign Portal](#).

To sign in you will need to answer the two security questions below:

1. Borrowers last name: Public
2. Property Zip Code: 90019

Thank you

MOUNTAIN WEST FINANCIAL, INC. | 1209 Nevada St STE 200, Redlands, CA 92374

The change in this process has allowed us to add more automation to increase efficiencies within the closing department.

With this, once the docs have been drawn and sent out, an automation tool will go in and send the final 1003 to the loan officer. This will free up time from the CD/DOC drawers so they can focus on getting CDs and Docs out faster.

If you have any questions, contact your local Account Executive, or Production Coordinator. You may also contact Brian Daily, SVP Wholesale: Brian.Daily@mwfinc.com 909-255-8332.

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