

# FINAL DOCUMENT DELIVERY

**ATTN: DOCUMENT CONTROL DEPARTMENT**  
**17500 Rockside Road Bedford, OH 44146**

DEPARTMENT MANAGER: **DARLENE KRIEGH (216) 475-7739**

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**216-475-8045, 216-475-7743, 216-475-8020, 216-475-8016, 216-475-7740**

**Borrower's Name** \_\_\_\_\_ **USBHM#** \_\_\_\_\_

**Property Address:** \_\_\_\_\_ **Loan Type:** \_\_\_\_\_

To complete the captioned mortgage loan file, we submit the following documents, within 90 days of purchase:

- \_\_\_\_\_ Original signed & dated Loan Note Guaranty (LNG), if applicable
- \_\_\_\_\_ Loan Guaranty Certificate (LGC) if applicable EDI format or LGX-press acceptable
- \_\_\_\_\_ Original Recorded Mortgage to include the legal description (**documents in bold must be recorded with the mortgage**)
- \_\_\_\_\_ Tax Exempt Rider/Condo/PUD/1-4 Family or applicable rider(s)
- \_\_\_\_\_ Original Recorded Intervening Assignment/Marginal Assignment/MERS
- \_\_\_\_\_ 1<sup>st</sup> Prior Assignment
- \_\_\_\_\_ Original Title Policy
- \_\_\_\_\_ Other: \_\_\_\_\_

**A. Request for pay histories on unendorsed loans may be faxed to Primary (866) 867-4460 Or Secondary (216) 475-8606**

**B. Originating Lenders Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**PLEASE NOTE IT IS NO LONGER NECESSARY TO PROVIDE THE MIC**