



# eMortgage Seller Approval Checklist

## Correspondent Seller Information

Company Name: \_\_\_\_\_ Client ID: \_\_\_\_\_

## eNote/eVault Information

Signing Room Vendor: \_\_\_\_\_

eVault Vendor: \_\_\_\_\_

eRegistry MERS Org ID#: \_\_\_\_\_

Will the eNotes be financed by a Warehouse line?  Yes  No

If Yes:

Warehouse Bank: \_\_\_\_\_

Warehouse MERS Org ID#: \_\_\_\_\_

Warehouse Contact Name: \_\_\_\_\_

Warehouse Contact Phone: \_\_\_\_\_

Warehouse Contact Email: \_\_\_\_\_

Warehouse Bank: \_\_\_\_\_

Warehouse MERS Org ID#: \_\_\_\_\_

Warehouse Contact Name: \_\_\_\_\_

Warehouse Contact Phone: \_\_\_\_\_

Warehouse Contact Email: \_\_\_\_\_

Warehouse Bank: \_\_\_\_\_

Warehouse MERS Org ID#: \_\_\_\_\_

Warehouse Contact Name: \_\_\_\_\_

Warehouse Contact Phone: \_\_\_\_\_

Warehouse Contact Email: \_\_\_\_\_

## Custodian/Delegatee For Transfer (DFT) Information

Will a custodian/DFT for the controller be utilized?  Yes  No

If yes:

Delegatee Bank: \_\_\_\_\_

Delegatee MERS Org ID#: \_\_\_\_\_

Delegatee Contact Name: \_\_\_\_\_

Delegatee Contact Phone: \_\_\_\_\_

Delegatee Contact Email: \_\_\_\_\_

## Additional Requirements:

- Signed Tri-Party Master Bailee Agreement with Plaza, Correspondent and Correspondent's Warehouse Bank.
- Complete eVault connectivity testing with Plaza's eVault (refer to Seller Guide, Lender Quick Reference Guide and/or eNote Quick reference guide for more information).

Policy and Procedures Reviewed  Yes  No

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