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|  | | Leigh Goffett-Pilut Deputy Director of Operations Direct: (248) 528-7280 LGoffett-Pilut@TowneMortgage.com LGoffett-Pilut@AchTrust.com | | Sarah White Sr. Manager of Correspondent Lending Direct: (248) 247-1819 SWhite@TowneMortgage.com SWhite@AchTrust.com | | Phillip Kukafka Director of Capital Markets Direct: (646) 829-9722 PKukafka@TowneMortgage.com | | Ineligible States: AK,HI,ID,NY,VT | | Website: ecmpasstoconnect.com (user log-in required) | | | | | |
| CONTACT SHEET | | | | | | | | | | | | | | | |
| Sales & Support Team | | | | | | | | | | | | | | | |
| Encompass Support ACH TRUST EncompassSupport@TowneMortgage.com | | | | | | | | | | | | | | | |
| Lock Desk Team | | | | | | | | | | | | | | | |
| Lock Desk Hours: Monday - Friday until 6 PM Eastern Time | | | Michael Amico Bond Trader Direct: (646) 829-9798 MAmico@AchTrust.com | | | Ryan Alexander Bond Trader Direct: (248) 528-7291 RAlexander@AchTrust.com | | | ALL locks must be done online at: www.AchTrust.com | | | Bid Tape Questions: Bids@AchTrust.com | | Lock Desk Email: Secondary@AchTrust.com | |
| Closed Loan and Original Note must be received by the lock expiration date. | | | | | | | | | | | | | | | |
| Operations Team | | | | | | | | | | | | | | | |
| Leigh Goffett-Pilut Deputy Director of Operations Direct: (248) 528-7280 LGoffett-Pilut@TowneMortgage.com LGoffett-Pilut@AchTrust.com | | | Sarah White Sr. Manager of Correspondent Lending Direct: (248) 247-1819 SWhite@TowneMortgage.com | | | Andrea Mix Credit Loan Reviewer Direct: (248) 528-7226 AMix@TowneMortgage.com | | | Nicole Westby Credit Loan Reviewer Direct: (248) 247-1887 NWestby@TowneMortgage.com | | | | | | |
| All loan files must be registered or locked prior to underwriting submission. Please include Underwriting Submission Transmittal Form. All loans must be submitted to FINAL for UW Review. Closed Loan packages and pre-funding suspense conditions must be uploaded through the secure website. | | | | | | Questions regarding underwriting, conditions or loans in process: Underwriting@AchTrust.com | | | Assistance with technical support or document and image flow matters: Support@AchTrust.com | | | | | | |
| Funding & Final Doc | | | | | | | | | | | | | | | |
| Jennifer Jansson Funding Direct: (248) 247-1827 Jjansson@TowneMortgage.com | | | Joann Doran Final Docs Direct: (248) 247-1852 JDoran@TowneMortgage.com | | | Silvana Grainger Funding and Collateral Direct: (248) 247-1837 SGrainger@TowneMortgage.com | | | Questions regarding purchase advice's: Funding@AchTrust.com | | | FHA ID for Transfer: 21799 MERS Org ID number for Transfer: 1000637 RD Lender Tax ID: 38-2434249 | | | |
| Draw Disbursement Team | | | | | | | | | | | | | | | |
| Tim Kingsbury Draw Disbursements Direct: (248) 528-7236 | | | Questions regarding 203k disbursements: Construction@TowneMortgage.com | | | | | | | | | | | | |
| Original Note Delivery and Endorsement: | | | | | | | | | | | | | | | |
| Original Note Delivery Address: Deutsche Bank National Trust Company 1761 East St. Andrew Place Santa Ana, CA 92705 Attn: Towne Mortgage Correspondent | | | | | | Endorsement to Note: Pay to the order of: Towne Mortgage Company Without recourse this ____ day of _____ 20__ _____ Name: Title: | | | | | | | | | |
| Servicing Transfer and Final Docs: | | | | | | | | | | | | | | | |
| Goodbye Letters: Towne Mortgage Company 340 E. Big Beaver Rd. Troy, Mich. 48083 Toll Free: (800) 979-9977 | | | Hazard/Flood Insurance Clause: Towne Mortgage Company ISAOA, ATIMA P.O. BOX 7063 Troy, MI 48007-7063 Attn: Insurance Dept | | | Payments and Tax Notices: Towne Mortgage Company 340 E. Big Beaver Rd. Troy, Mich. 48083 Toll Free: (800) 979-9977 | | | Mortgagee Clause: Towne Mortgage Company ISAOA, ATIMA P.O. BOX 7063 Troy, MI 48007-7063 Attn: Insurance Dept | | | Final Docs: Towne Mortgage Company 2170 E. Big Beaver Road, Suite A Troy, MI 48083 Attn: Final Docs TrailingDocs@TowneMortgage.com | | | |
| Servicing Toll-Free Number: (800) 979-9977 | | | | CSR Email: csr@TowneMortgage.com | | | | Hours: 7:00am-9:00pm EST Monday-Friday-Saturday: 8am-1pm EST | | | | | | | |