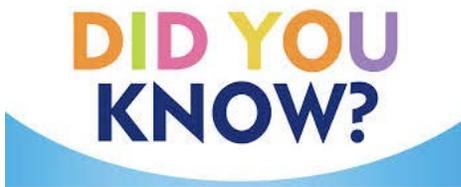


From: [Training](#)
Subject: DYK? Volume 7-Early CD and Closing Requests Friday, June 1, 2018
Date: 12:19:40 PM
Attachments: [Requesting an Early CD and Closing in TPO Connect.pdf](#)
image002.png
image003.png
image004.png
image005.png



DYK?–Volume 7–June 1, 2018

Today's DYK is on.....Early CD and Closing Requests!!!!

Of course one of the first things we do is look for the 6 pieces to be a “Yes”, But did you know that the Request Type needs to be updated to what you are wanting to request? Please open the attachment for instructions on how to ensure your Early CD and/or Closing get requested in the system.

| | |
|---|--|
| Request FHA Case Number | |
| Request 4506T | |
| Request Early CD/Closing | |
| Request Cancellation/Withdrawal Screens | |
| Request Fannie 3.2 File | |

Request Early CD / Closing

| | |
|---|--|
| Conditional Approval Milestone Complete: | Yes |
| Loan is Locked (through Disbursement Date): | Yes |
| Appraisal & Title Approved by U/W: | Yes |
| Hazard (& MI if applicable) Quote in eFolder: | Yes |
| Property Tax Information Entered in System: | Yes |
| Vendor Info to be Complete (for Pg 5 of CD): | Yes |
| Closing Document in eFolder | N/A <input type="button" value="v"/> * |

Document in eFolder: "Wholesale: Closing Conditions" OR
Document in eFolder: "Wholesale: Closing Misc"

* Please confirm the required documents have been uploaded to the Documents section of the TPO Connect Portal. If there are no Closing Conditions to upload, please select N/A. If the necessary files have not been uploaded your closing could be delayed.

| | |
|-----------------------|--|
| Initial CD Requested: | |
| Initial CD Sent: | |
| Initial CD Received: | |
| Revised CD Sent: | |
| Closing Requested: | |

Request Type:

If you need additional training on how to use the TPO Connect Request Portal, please contact your Account Executive or Client Relations Representative.

If you have a suggestion for a DYK, please let us know via email, Training@townemortgage.com

Thank You,

Training Department

Training@townemortgage.com
