



FLANAGAN *State Bank*



Important Announcement

9/9/2016

This announcement includes notices regarding updates for Flanagan State Bank's Correspondent and Wholesale Accounts.

This will reference:

Closing Disclosure Info

USDA Fee Reminder

NEW Email for Customer Support (aka Pam and Toni!)

Holiday Schedule – 2016 end of year

Closing Disclosure Info

FSB recently announced that we are now able to offer 24 hour turn times on INITIAL CD's. But, there are a few details that we want to insure are clearly outlined to assist all involved in a smooth process.

Please note these CD important details for all future CD's:

- The Initial CD will be sent out at least 4 days prior to the closing date. We require the signed Initial CD **back within 24 hours** of sending out.
- We require all changes and Final CD Approval at least 24 hours prior to closing or the closing will be moved.
- Please have all changes ready to send to the closer with the signed Initial CD so that they can make all of your changes with the Title Company changes at one time. This should help streamline the process and enable us to get all closing packages to the Title Company in a timely manner.
- Cut off time to use the 24 hour turn time is 2PM CST the day prior to when the CD is needed.
- We do require the Seller's address to complete the CD process. The address for the Seller should be the same one that the Title Company will use on the final CD.

When the initial CD is sent out, please note this message:

- **Please see the attached initial Closing Disclosure. Any changes that need to be made will not be completed until we have the signed initial CD back from the borrower. The Title Company can send us changes in advance, but we will not review them or make changes until we get the signed initial CD back. We require the signed initial CD back 48 hours before closing or we will**

move the closing date. We have also added a copy of the Mortgage for the Title Company to use to correct the recording fees when they send back any changes that are needed.

Our goal is to make sure everyone is informed. If you have any questions about the CD process, please feel free to email us at mtgsupportcenter@flanagansatebank.com.

USDA Fee Reminder

USDA Fees are changing effective October 1, 2016. If your USDA files will be sent to USDA for commitment on or after October 1, please be sure to disclose your fees accordingly.

New email for Customer Support (aka Pam and Toni)

Our Customer Support Team has a handy new email address! Now you can get both of them at one time. They will answer on a first in, first out basis. The response times will be amazing as whoever is first available will respond to your question.

The new email address to use is mtgsupportcenter@flanagansatebank.com

Use this for any question you would normally send to Toni or Pam regarding loans, conditions, programs, Mortgagebot, services, etc.

Holiday Schedule – 2016 End of Year

This year is moving towards a close very fast. To insure you know when FSB will be closed over the next few months, here is our Holiday Schedule. These days will not count in Rescission periods or in TRID dates.

Columbus Day – October 10th

Veteran's Day – November 11th

Thanksgiving Day – November 24th

Black Friday – November 25th

Christmas Day – December 26th

If you have any questions regarding this information, please feel free to contact mtgsupportcenter@flanagansatebank.com.

Sincerely,

Flanagan State Bank TPO Division Management