

Karley Stover

From: Wayne Pierce
Sent: Wednesday, April 13, 2022 9:32 AM
To: Sales
Cc: Mortgage Support Center
Subject: Initial Closing Disclosure Timing

Good morning. We have started noticing some of our Initial Closing Disclosures are not being signed by the borrower within 3 days of the issued date. If you are using the Custom E-Sign through DocMagic please get the ICD sent out ASAP so that we do not have any compliance issues with the signature date by the borrower. If for some reason the ICD is not sent out within 3 days of the issue date we will need a proof of delivery letter showing the ICD was sent to the borrower within 3 days of the issue date. You can upload this with the ICD when you upload it to final the loan back scheduling.

Please let me know if you have any questions or concerns.

Thanks,

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