



How to: When a borrower changes name during a loan

When a borrower changes a name during a file, below is what will be needed:

Update the MortgageBot file to reflect new name

Provide Marriage License *or* documentation to show legal name change *or* Add generation II or III or JR SR,

Provide updated Driver's License matching new name

Credit Report and DL should match - new credit report will be required

Flood Cert & DataVerify must reflect the new name

Re-run DU/LP with new name and credit report