
From: Wayne Pierce
Sent: Thursday, November 18, 2021 11:25 AM
To: Sales; Mortgage Support Center
Subject: End of the Month

Purchase – Last day to close before Thanksgiving – November 24th

1. Needs to be scheduled by 4 pm on 11/19 to close on 11/24
2. Needs to be scheduled by 4 pm on 11/23 to close on 11/30
3. On 11/24 we will be scheduling closings for 12/1

Refinance – Last day to close to fund this month (November 30th) – November 24th

1. Needs to be scheduled by 4 pm on 11/19 to close on 11/24 and fund on 11/30

Good morning. Please remember the deadlines for closing. Any file closing on the 24th should have been sent back to underwriting already for review and scheduling. Any file looking to close on the 29th and 30th needs to get back in by the end of the day tomorrow. The processors will be following up with the LO's today to try to get these items taken care of so that we can avoid any last minute rushes. Please work with your processors to get these items. If there are issues getting some items then you may need to go ahead and prepare everyone to move the closing.

Thank you in advance for your assistance with the end of the month preparation.

Thanks,

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