



Correspondent Lending

Silvergate Bank Correspondent Lending (SCL)

IN FOCUS BULLETIN

2014-11

July 8, 2014

Loan Stacking Order and Stacking Coversheet:

SCL will now require that all loan files be submitted with a Stacking and Processing Worksheet and in the order presented on the document.

File Submission "Best Practices":

In order to provide exceptional customer service, SCL strongly recommends the following practices:

- Submit files in the order presented on the Stacking and Processing Worksheet
- Attach Fannie 3.2 format file
- Submit complete files
- Submit complete Form 1008
- Attach Income Worksheets and/or Credit Memos with detailed income calculation explanation

Files that present with these standards will be given the highest priority. Files submitted without these standards are likely to experience delays.

Please call Alan Peviani, (949) 795-5365, or any member of the Silvergate staff with any questions. Thank you for your business.

