Reset Form Print Form

LOAN SERVICING SETUP FORM

(Complete one Form per Lender)

Date: _____

PROGRAM SELECTION

Loan is PERFORMING & selected Servicing Program is: ◯ STANDARD BASIC ($15 Base) ◯ HIGH TOUCH ($35 Base)
If the Loan changes status, SPECIALTY NON-PERFORMING PROGRAM is: ◯ Full Collection ◯ Limited Collection

Loan is NON-PERFORMING & selected SPECIALTY program is: ◯ Full Collection ($95 Base) ◯ Limited Collection ($30/65)
If the Loan changes status, PERFORMING PROGRAM is: ◯ STANDARD Basic Servicing ◯ HIGH TOUCH Servicing

LENDER INFORMATION

Lender Account Number: _____ (**only if existing Client**) Company: _____

Main Contact: First Name: _____ Last Name: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

SS /Tax ID #: _____ for Main Contact/Company. Email: _____

Work Phone: _____ Home Phone: _____ Mobile Phone: _____ Fax: _____

Do you have loans current or past, with FCI? ◯ Yes ◯ No Lender's exact dollar ownership of this loan: $ _____

Other Authorized Contacts:

First Name: _____ Last Name: _____ Last 4 Digits SSN/TIN: _____
Work Ph: _____ Home Ph: _____ Mobile Ph: _____ E-Mail: _____

First Name: _____ Last Name: _____ Last 4 Digits SSN/TIN: _____
Work Ph: _____ Home Ph: _____ Mobile Ph: _____ E-Mail: _____

Fill this out only if this is new information not already on file:

◯ Upon Receipt of Funds from Payor, Electronically Deposit Funds (by ACH daily) into the following account:

Name of Primary Bank: _____ Type of Account: ◯ Checking ◯ Savings

Routing Number: _____ Account Number: _____

OR ONLY WITH SPECIAL APPROVAL

◯ Upon Receipt of Funds from Payor, Trust Checks mailed weekly upon clearing to the above address (**additional $2 charge**).

BROKER or ORIGINATOR or SELLING ENTITY INFORMATION

Contact Company: _____ Contact Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Work Phone: _____ Home Phone: _____ Mobile Phone: _____ Fax: _____

E-mail: _____ Other Authorized Contacts: _____

Fill this out only if this is new information not already on file:

Broker/Originator License #: _____, OR stating are exempt from licensure: _____ (signature)

Only if you are receiving disbursements **other than as LENDER** (such as a Spread on a Note Rate/Sold Rate or a Broker Servicing fee) then Electronically Deposit those Funds (by ACH daily) into the following account:

Name of Primary Bank: _____

Type of Account: ◯ Checking ◯ Savings Social Security/Tax ID Number: _____

Routing Number: _____ Account Number: _____

FCI Lender Services, Inc. 8180 East Kaiser Blvd. Anaheim Hills, CA 92808 Tel: (800) 931-2424 Fax: (714) 282-2429 NMLS# 4920 CA DRE# 01022780 www.myfci.com

PAYOR/BORROWER INFORMATION

Primary Borrower:_____ E-mail:_____

Work Phone:_____ Home Phone:_____ Mobile Phone:_____ SS/Tax I.D. #:_____

Mailing Address:_____ City:_____ State:_____ Zip:_____

Co-Borrower_____ SS /Tax I.D. #:_____

LOAN INFORMATION

LOAN PURPOSE: ◯ **Business Purpose** (business, commercial, or agricultural) ◯ **Consumer Purpose** (personal, family, household)

Fill out **FORECLOSURE PREVENTION ALTERNATIVES FORM** (Transmittal Form 11) to declare "**Exempt**" or "**Not Offered**" or "**Offered**"

The Loan is: ◯ **Secured** (recorded) **OR** ◯ **Unsecured** (unrecorded)

If Secured, Type of Security is: ◯ Single Family Residence ◯ Residential Real Property (2-4) ◯ Residential Income Property (1-4)
◯ Multi-Family (5+) ◯ Condominium ◯ Land ◯ Mobile Home ◯ Auto/Aircraft ◯ Agricultural ◯ Commercial/Industrial
◯ Planned Unit Development (PUD)

If the Loan is Secured by Real Property:

Property Address:_____ City:_____ State:_____ Zip:_____

Property Occupancy (check all that apply): ☐ Primary Borrower ☐ Tenant(s) ☐ Vacant ☐ Unknown ☐ Others:_____

Check all that apply:

☐ 1st TD /Mtg ☐ 2nd TD /Mtg ☐ HELOC ☐ Variable ☐ Fixed ☐ Interest Only ☐ MERS ☐ Neg. Am. ☐ HAMP
☐ In Bankruptcy ☐ In Foreclosure ☐ On Forbearance Plan ☐ Modified ☐ Pre Pay Penalty ☐ Other:_____

Is Borrower in negotiation on a Loan Mod or Forbearance Plan? ◯ **Yes** ◯ **No** (provide supporting materials)

Only if in Bankruptcy: Counsel Name:_____ Phone:_____ Email:_____

Only if in Foreclosure: Counsel/Trustee Name:_____ Phone:_____ Email:_____

Only if Construction/Loan Proceeds Holdback: ◯ Set up Loan at Full Amount ◯ Set up Loan at initially Disbursed Amount

Only if Newly Originated: Odd Day's Interest (if any): $_____ Prepaid Payments/Interest (if any): $_____

Previous Servicer's Loan Number (If any):_____ Lender Loan Number (If any):_____

Escrow/Impound Balance:$_____ Suspense Balance:$_____ Short First Payment: ◯ Yes ◯ No

Funding Date:_____ Next Payment Due Date:_____ HELOC First Draw Date:_____

Original Loan Amount:$_____ Current Principal Balance:$_____

Late Fee is_____ after _____ days. Default Rate is_____ after _____ days Default Rate Replaces Late Fee? ◯ Yes ◯ No

If Default Rate is **Specifically Stated in Loan Docs** as Activated at Lender Direction, then Activate at Setup: ◯ Yes ◯ No

Amount of Payment:$_____ consisting of Prin:$_____ Int:$_____ Tax:$_____ Ins:$_____

Payments: ◯ Monthly ◯ Quarterly ◯ Other:_____ Property Market Value:$_____

Maturity Date:_____ Amortization Period (if different than Maturity Date):_____

Adjustable Interest Change Date (if any):_____ Adjustable Payment Change Date(if any):_____

Pre Pay Penalty Expiration Date (if any):_____ Pre Pay Penalty Terms(if any):_____

Loan Mod Expiration Date (if any):_____ Deferred Balance (if any) of Principal: $_____ Int: $_____

Note Interest Rate:_____% SOLD Interest Rate (to Lender): _____% OR Broker SERVICING FEE:_____%

If Broker takes a % Spread or Servicing Fee, then the FCI Servicing Fee is deducted from: ◯ Broker ◯ Lender

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Escrow/Impounds for Taxes and/or Insurance included in Borrower payment: ◯ Yes ◯ No

Only if "YES" then be sure to include information listed on the Loan Servicing Checklist (Transmittal Form #1)

Late Fee Disbursement: Broker: _____% Lender: _____% **FCI:** _____% Other: _____

Default Rate Disbursement: Broker: _____% Lender: _____% Other: _____

Prepayment Penalty: Broker: _____% Lender: _____% Other: _____

AUTHORIZATIONS & APPROVALS: Select One, OR Select Both only if approval needed by Both.

Payoff (including all terms): ☐ Broker ☐ Lender **Change Fees/Terms** (other than Payoff/Reinstate): ☐ Broker ☐ Lender

Reinstatement (including all terms): ☐ Broker ☐ Lender **Start Foreclosure**: ☐ Broker ☐ Lender

LOAN SERVICING SETUP FEE

LOAN SETUP for Fixed Rate, Single Lender, non escrow/impound	$55 per Loan for 1 - 9 Loans $30 per Loan for 10+ Loans submitted at one time
LOAN SETUP for more than one Lender	Add $10 per Lender
LOAN SETUP for ARM/HELOC - Performing	Add $5 per Loan
LOAN SETUP for ARM/HELOC - Non-Performing	Add $15 per Loan
LOAN SETUP for Loans with Escrow/Impounds	Add $15 per Loan (one Property)
LOAN SETUP for Loans with Escrow/Impounds on additional Properties	Add $5 per Property
LOAN SETUP with Default Rate set in activation mode	Add $15 per Loan
LOAN SETUP for Active Bankruptcy, Forbearance Plan, Complex Loans & Complex Loan Modifications	$150 per Loan
LOAN SETUP for Partial Note Sale (Hypothecation)	$75 per Loan

The SETUP FEE for this loan is: $ _____ Paid by: ◯ Broker/Originator ◯ Lender

◯ Pay by check ◯ Take from 1st **Performing Loan** distribution (FCI approval) ◯ Billed ◯ Pay by Credit Card (phone)

◯ Pay thru **existing** Customer Login

NOTE: There is a $150 per hour Data Research Fee for missing documents or information if FCI agrees to research missing documents or information. Fees earned by FCI may be deducted from Client/Lender's proceeds, charged to a Client Credit Card, deducted from an established expense Reserve Account, or be billed separately, as determined by FCI.

All persons or entities to whom the above described obligation is owed ("Client") must sign this form and hereby authorize and instruct FCI to service the Notes and Deeds of Trust, Mortgages or Instruments described above, and to collect and disburse proceeds received in accordance with the programs and fee structures outlined on FCI's web page located at www.trustfci.com.

Client shall indemnify, defend and hold Servicer and its officers, directors, parent companies, affiliates, subsidiaries, successors and assigns harmless from any and all claims, demands, causes of action, losses, damage, fines, penalties, liabilities, costs and expenses, including reasonable attorney's fees and court costs, sustained or incurred by Servicer by reason of or arising directly from third party claims or actions that were caused by or resulted from (A) any actions or omissions in respect of any loan or property of any prior servicer, sub-servicer, owner or originator of a loan or property, and/or (B) taking any action, or refraining from taking any action, with respect to any loan or property, that result from the malfeasance, willful misconduct or gross negligence of Client, Client's sub servicers, contractors, or agents, or from the failure of the Client to provide Servicer the originals of any loan documents in order to allow Servicer sufficient time to timely process satisfactions, payoffs and releases, and/or (C) any and all liability related to the information provided by Client and contained herein, or provided separately by Client, and the accuracy of such information.

_____ Lender **Authorized Signatory** Signature

_____ Lender **Authorized Signatory** Signature

_____ Lender **Authorized Signatory** Print Name

_____ Lender **Authorized Signatory** Print Name

_____ Broker or Entity Company Name

_____ Broker or Entity Signature

_____ Broker or Entity Print Name

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