

Friday, August 9, 2019

Bulletin #2019-BNDC-004

## Broker and NDC Customers

### 4506T Form – Transcript Orders

As part of our recent enhanced services offered under our FLCBank brand, we now order tax transcripts for applicable loans. Our 3<sup>rd</sup> party vendor requires that we provide a signed 4506T form signed by the borrower.

#### NDC Customers

The 4506T version that is required must have line **5a (see below)** with the vendor name completed or it will be rejected. The taxpayer's version is not acceptable. The form can be found in our new Resource Center at [www.flcbmtg.com](http://www.flcbmtg.com). Please include with your initial submission package.

5a If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number.

DataVerify 875 Greentree Rd, 8 Parkway Center Pittsburgh, PA 15220

#### Wholesale Customers

The 4506T form is included with the FLCB initial disclosure package, please ask both borrowers to sign this form and include with your initial submission package.

## Other reminders to help keep turn times at optimal levels:

#### Wholesale Customers

Appraisals: as part of our efficiency enhancements for our broker partners, you no longer have to upload the appraisal and other appraisal reports after completion. We will take care of this part of the transaction.

#### NDC Customers

Appraisals: in order to provide you the best turn times, please upload your appraisal in **COLOR** by checking the box.