

BULLETIN

BROKER / WAREHOUSE LINES / NON-DELEGATED CORRESPONDENT



WWW.FLCBMTG.COM

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NOTICE TO BROKERS

Important Announcement

State and Federal disclosures added to Broker Initial Disclosure Package.

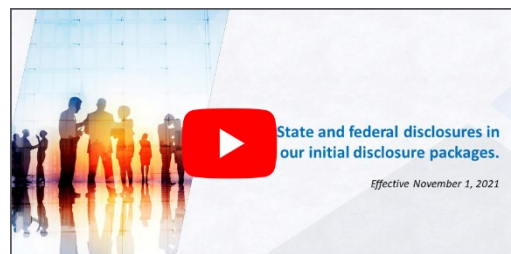
Great News!!! Effective Monday, November 1, 2021, Florida Capital Bank (FLCBank) will now include state and federal disclosures in our initial disclosure packages. Listed below is an overview of the new process.

1. FLCBank will continue to have a Fee Entry process, [click here](#) for an updated Fee Entry Form with step-by-step instructions required going forward.
2. FLCBank will release the initial disclosures via eSign to all borrowers and the Loan Originator which will now contain state and federal disclosures.
3. The borrower(s) and the Broker Loan Originator will receive an eSign package
 - The borrower(s) will receive an email notification with a link to eSign the package
 - The LO will receive an email notification indicating the package has been sent to the borrower(s)
 - The LO will receive an email notification with a link to login IDS our doc vendor and eSign

Important Information:

- The Loan Originator must run AUS before submitting the Fee Entry Form to FLCBank. This is required to ensure the credit report data is merged for all borrower(s) as certain disclosures require the credit data.
- FLCBank requires the Broker to complete the Federal Affiliated Business Arrangement disclosure **if your company** has an affiliated business arrangement with a provider and have the borrower(s) sign.
- FLCBank requires the Broker to complete the Federal Anti-Steering disclosure **for Lender Paid transactions** and have the borrower(s) sign.
- FLCBank has a Broker Required State Disclosure List by state and sample disclosures. The Broker will be required to complete and provide to the borrower(s) for signature. **FLCBank will not be able to provide certain state specific disclosures as the information required on the disclosure is not known and/or is not applicable for all Loan Originators.**
 - [Click here](#) for the Broker Required State Disclosure List: Sample Disclosures can be found on the Resource Center Compliance Section
 - **If required**, the Loan Originator will need to upload the applicable state disclosure to the Initial Submission Documentation ImageFlow Doc Type folder when you are ready to submit for underwriting and not at Fee Entry
- [Click here](#) for the IDS Loan Originator eSign process which will guide you through the eSign steps
- **Loan Originator IDS Login:** FLCBank Fee Entry Team will set up all Loan Originators **that are active in Mortgagebot LOS** for each Broker Company with an IDS login for eSign. This will be done when **the first loan is submitted for Fee Entry 11/1/2021 or after.**
- **Click to watch an overview video of the new process.**

If you have any questions, please contact your Account Executive or Client Relations Representative.



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