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Alert 24-09 | March 15, 2024

## Correspondent Collateral Delivery Update and Original Documents Delivery Reminder

***You spoke and we listened!*** As a direct result of your feedback regarding the Collateral Delivery Process, we've now streamlined the list of documents required to be delivered to Deutsche Bank upon the completion of closing the loan.

Effective Immediately, the only document that **MUST** be delivered to Deutsche Bank are as follows:

- Original 1<sup>st</sup> note
- Direct Endorsement Allonge, if applicable
- Bailee Letter, if applicable

Deutsche Bank National Trust Company  
**ATTN: PHH Correspondent**  
1761 E. Saint Andrew Place  
Santa Ana, CA 92705

**IMPORTANT: To minimize funding delays, the collateral document MUST be labeled ATTN: PHH Correspondent, delivered, reviewed, and approved prior to funding of the loan by Liberty. The collateral approval process currently takes 72-96 hours from the collateral receipt date.**

### Delivery Information for Original Signed Closing and Trailing Documents

The Collateral Package should be delivered to:

Deutsche Bank National Trust Company  
**ATTN: PHH Correspondent**  
1761 E. Saint Andrew Place  
Santa Ana, CA 92705

The Collateral Package should include the following:

- Original 1<sup>st</sup> Note

- Direct Endorsement Allonge, if applicable
- Bailee Letter, if applicable

**For Principal Agent Only** - Original Signed Closing Package (“Funding Package”) including the Original 2<sup>nd</sup> Note but excluding the Original 1<sup>st</sup> Note **MUST** be delivered to:

Ocwen Financial Services  
**ATTN: RSVPC**  
1661 Worthington Road, Suite 100  
West Palm Beach, FL 33409

To expedite the funding review of the signed closing package and receive conditions:

- An electronic full copy of the signed closing package (“Funding Package”) may be emailed to expedite delivery of the funding conditions and help ensure timely funding of the loan
- A full copy of the signed closing package (“Funding Package”) may be emailed to **Funding@LibertyReverse.com**
- An emailed copy WILL NOT be substituted for the original executed closing package. Receipt of the Original Closing Package is required prior to funding of the loan
- To protect the borrower’s privacy, it is recommended to encrypt, or password protect any attachment or email

Trailing Documents may be emailed to [closing@ocwen.com](mailto:closing@ocwen.com) or delivered to:

Ocwen Financial Services  
**ATTN: RSVDC**  
1661 Worthington Road, Suite 100  
West Palm Beach, FL 33409

**NOTE:** *These documents typically include the following: Final Title Policy, Recorded Security Instrument(s), Recorded Deeds, Recorded Affidavits, Lien Releases, etc. In addition, a copy of the Final HUD-1 (must be executed & stamped as “Final”) should also be emailed to the above address.*

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