eNotes Testing Script

Pre-requisite for member:

- Set up the following in the MERS® System profile under eRegistry Relationships
    - Federal Home Loan Bank Indianapolis - Org ID is 1001347
    - U.S. Bank as Document Custodian Org ID - USBank Cust TOD 1000257 under eRegistry Relationships for <u>Delegatee for Transfer</u>

- Provide individuals that will be testing
    - Name
    - Email
    - Telephone
    - LAS User ID
    - IP Address
    - Mobile Device Type

- Create Test loans to be delivered (2-3)
    - Two loan that would fit the MPP program without exceptions
    - One loan that would require an exception with a DTI of 45%.
    - Test loans should <u>not</u> include real borrower information. It may be easier to use real loans and alter the names, addresses and SSN's.

- eNote Creation
    - Add the eNotes to your Test eVault and register them with the MERS eRegistry (test environment)

Day of Testing:

Member

- LAS
  - Log into the LAS Test environment.
    - https://test.mpp.fhlbi.com/PFI
    - You should be able to tell the LAS Test environment by the color as it has intentionally been colored differently
  - Add the new loans to be tested
    - New fields have been added on Note screen – please ensure the new fields are completed.
      - eNote
      - eRegistry Number
  - Create new MDCs for delivering the Test loans.
  - Allocate and deliver loans
  - View Schedule of Mortgages
    - New fields have been added at the end of the report (eNote & eRegistry #)

- eDelivery
  - Using your eVault, send a copy of the eNote to US Bank

- MERS
  - eRegistry
    - Make the proper elections in the eRegistry (Must be completed in the specific order listed below):
      - **Delegatee for Transfer:** U.S. Bank as Document Custodian (1000257)
        - **Ensure transaction has been completed.**
      - **Location:** U.S. Bank as Document Custodian (1000257)
      - **Master Servicer**: Member - Org ID (XXXXXXX)
      - **Subservicer:** Blank
      - **Controller**: FHLBank of Indianapolis Org ID (1001347)

- Repurchase
  - US Bank, as custodian, will also test the process to execute a repurchase. Hopefully, it's never needed but we just want to be sure the process works as designed. US Bank will complete the repurchase by making the necessary elections in the eRegistry. Upon completion the eRegistry should be reviewed to confirm the required positions of each party.
    - Verify/confirm eRegistry record after Transfer of Control has been completed by US Bank
      - **Master Servicer:** Member - Org ID (XXXXXXX)
      - **Subservicer:** Blank
      - **Location**: Member - Org ID (XXXXXXX)
      - **Controller:** Member - Org ID (XXXXXXX)
      - **Delegatee for Transfer:** U.S. Bank as Document Custodian (1000257)

US Bank

Review and Certification Process

- o Log into the LAS Test environment.
  - ▪ https://test.mpp.fhlbi.com/PFI
  - ▪ You should be able to tell the LAS Test environment by the color as it has intentionally been colored magenta
- o US Bank will Verify Data is Received via LAS and contains all required information
- o Review Schedule of Mortgages for eNote and eRegsitry number
- o Certify MDC in LAS Test environment

- o US Bank will Review the MERS Roles of the eNote to ensure they are all reflected to your expectations
- o US Bank will Verify Receipt of the eNote in the eVault

Repurchase

- o US Bank will execute a repurchase transaction
- o Complete Transfer of Control and Location
  - ▪ **Controller:** Member - Org ID (XXXXXXX)
  - ▪ **Master Servicer:** Member - Org ID (XXXXXXX)
  - ▪ **Subservicer:** Blank
  - ▪ **Location:** Member - Org ID (XXXXXXX)
  - ▪ **Delegatee for Transfer:** U.S. Bank as Document Custodian (1000257)