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Lt. Governor

KENNETH C. HOLT
Secretary

ELLINGTON CHURCHILL, JR.
Deputy Secretary

October 26, 2015

REVISED Directive 2015-54

TO: ALL PARTICIPATING LENDERS

SUBJECT: MANDATORY DOCVELOCITY SUBMISSION OF MMP LOANS

The purpose of this Directive is to advise you that as of November 1, 2015 it will be mandatory for all lenders to utilize US Bank's document imaging system, DocVelocity, for the submission of all Maryland Mortgage Program loans. Directive 2015-39 was sent July 17, 2015 announcing the transition to DocVelocity. No paper loan packages will be accepted for processing by US Bank on or after November 1, 2015.

Pre-Closing and Post-Closing Compliance packages should continue to be uploaded and submitted to eDocs via Lender Online.

All original notes, allonges, and bailee letters for the first mortgage as well as all original notes for MMP DPA loans must be shipped by UPS or FedEx (to allow for the tracking of deliveries) to: U.S. BANK HOME MORTGAGE ATTN: Note Vault, 1550 American Blvd. E., Suite 440, Bloomington, MN 55425.

Copies of notes and mortgage deeds of trust must stay with loan files. Recorded and original mortgage deeds of trusts, title policies, and assignments still go to the final documents group at: U.S. Bank HFA Division, Attn: Final Documents 17500 Rockside Road, Bedford, OH 44146.

If a lender is experiencing technical difficulties that prevent their being active on DocVelocity by this deadline, please send an email to SingleFamilyHousing.dhcd@maryland.gov **by no later than November 1, 2015**, so that we can follow up. If a lender is unsure of their DocVelocity status they should start by checking with their post-closing department. For additional DocVelocity information or training, please contact US Bank at 952-876-9522 or by email at Scott.Dummann@usbank.com.

As always, we appreciate your continued participation in our programs. If you have any questions concerning this Directive or suggestions for improvements, please contact Vicki Jones at vicki.jones@maryland.gov or Ed Anthony at edward.anthony@maryland.gov.

Sincerely,

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Maddy Ciulu
Deputy Director, Single Family Housing

