



SmartREGISTRY™

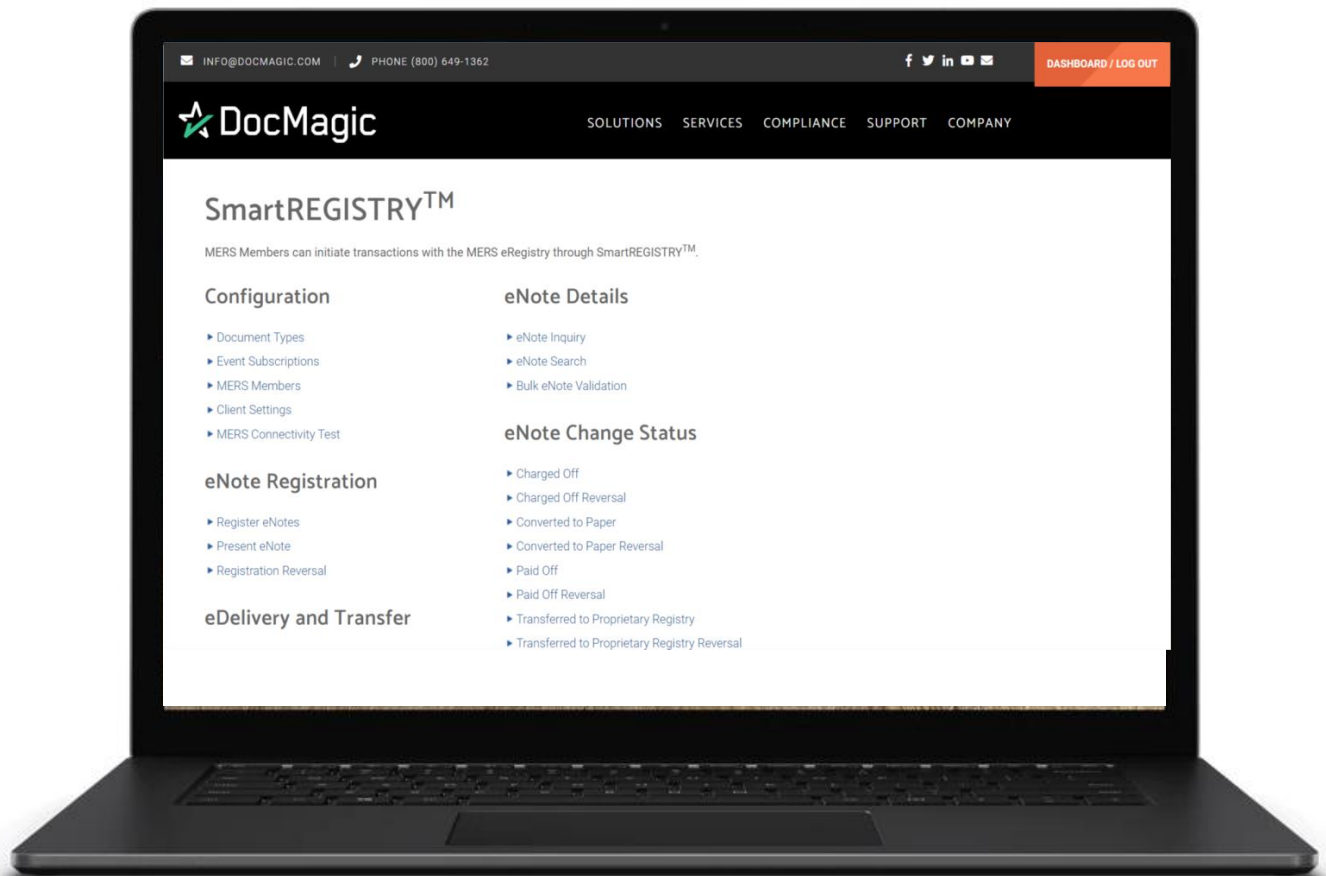
MERS Members can initiate transactions with
the MERS eRegistry through SmartREGISTRY™

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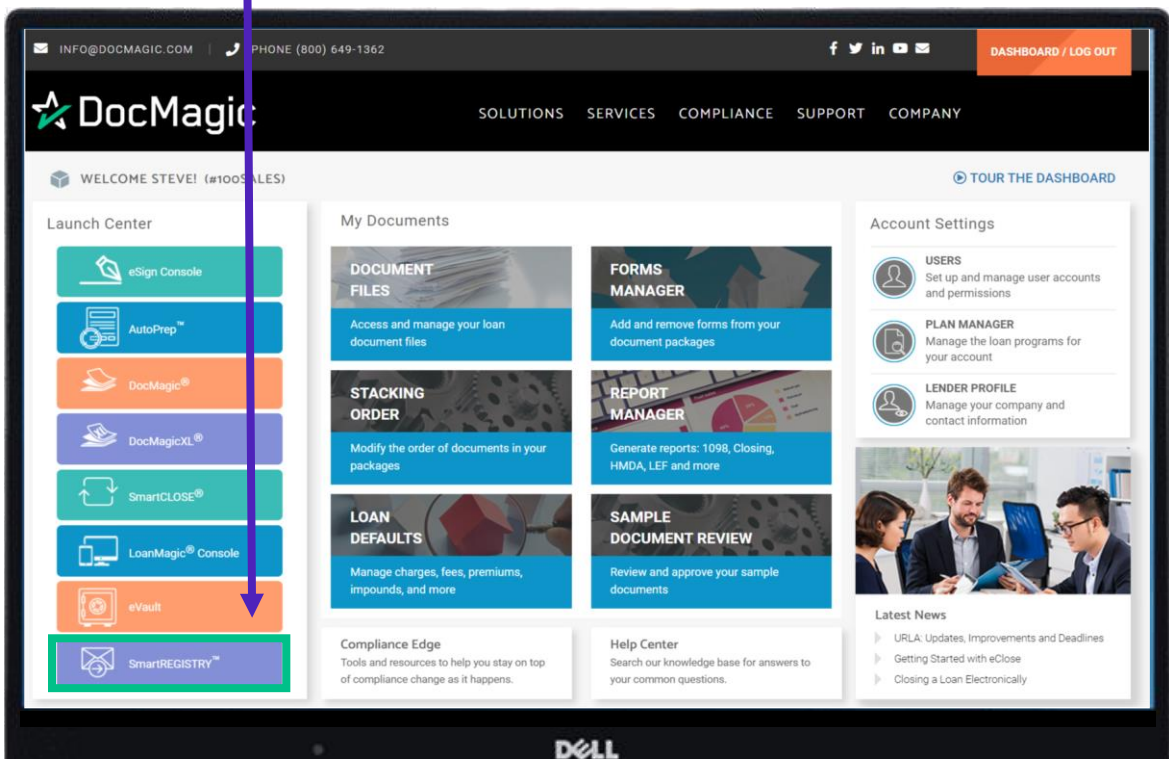
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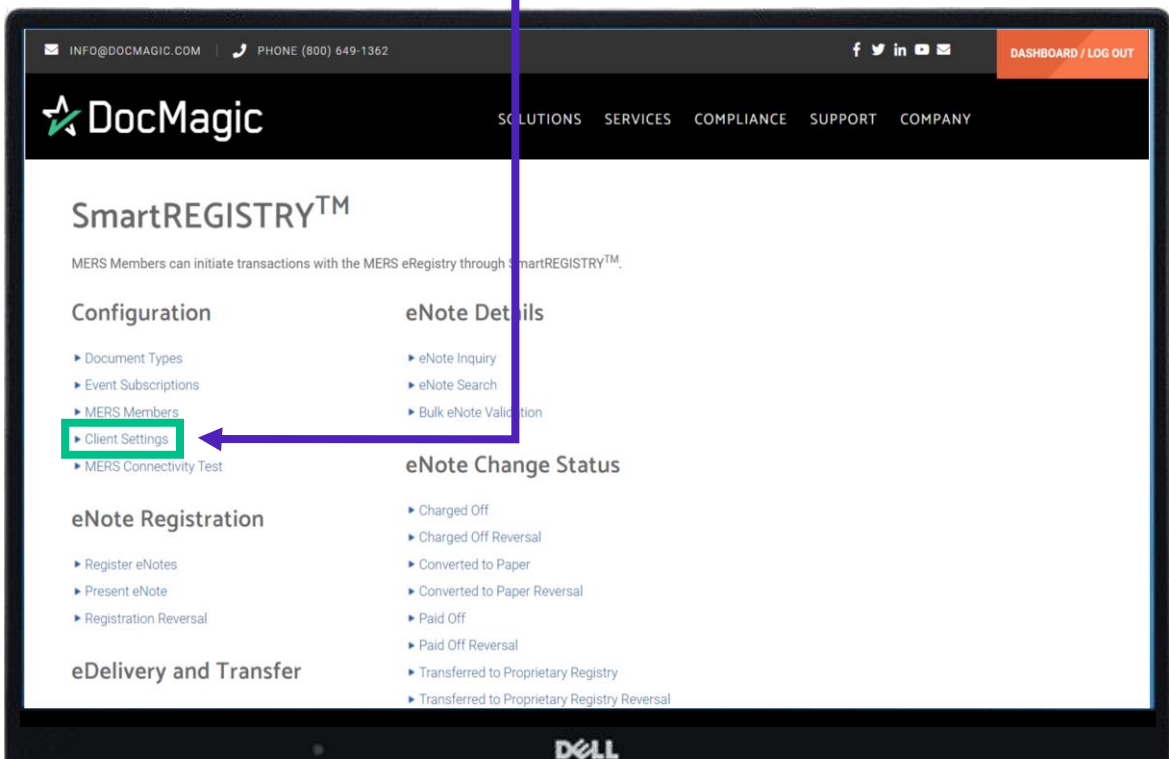
SmartREGISTRY is the detailed way to manage the eNote throughout the life of the loan.



Login to DocMagic and open SmartREGISTRY from the Launch Center.



We recommend you start by checking the Client Settings first.



Under Client Information, make sure that the MERS Org ID is accurate, and you have a Client Account Name.

The screenshot shows the SmartREGISTRY Client Settings interface. At the top, there is a navigation bar with the DocMagic logo and contact information. The main heading is 'SmartREGISTRY Settings' with a sub-heading 'Client Admins can configure MERS eRegistry settings.' Below this, the 'Client Information' section is highlighted with a green box. It contains two fields: 'MERS Org Id.*' with the value '9999353' and 'Client Account Name:' with the value '100 Sales (9999353)'. Below this is the 'eNote Registration Settings' section with several dropdown menus: 'Registration Method.*' (Presentation), 'Controller.*' (100 Sales (9999353)), 'Master Servicer.*' (100 Sales (9999353)), 'Location.*' (100 Sales (9999353)), 'Delegatee for Transfers:', 'Secured Party:', and 'Delegatee for Secured Party:'.

The MERS Org ID is greyed out because it *cannot* be changed. If the Client Account Name is incorrect, or you want it to show something else, it *can* be changed.



Registration Method should be those from the MERS eRegistry testing grid requirements that are negotiated with MERS.

The screenshot shows the 'SmartREGISTRY Settings' page for a client. The page is titled 'SmartREGISTRY Settings' and includes a sub-header 'Client Admins can configure MERS eRegistry settings.' The settings are organized into two sections: 'Client Information' and 'eNote Registration Settings'. The 'Client Information' section includes fields for 'MERS Org Id.' (9999353) and 'Client Account Name' (100 Sales (9999353)). The 'eNote Registration Settings' section includes several dropdown menus: 'Registration Method.*' (set to 'Presentation'), 'Controller.*' (100 Sales (9999353)), 'Master Servicer.*' (100 Sales (9999353)), 'Location.*' (100 Sales (9999353)), 'Delegatee for Transfers', 'Secured Party', and 'Delegatee for Secured Party'. The 'Registration Method.*' dropdown is highlighted with a green box, and a blue arrow points from the text above to it.

It defaults to Presentation.



Your main three rights, Controller, Master Servicer, and Location are required from MERS. They should be set to the Account Name from the Client Settings when set to Auto Register eNote.

SmartREGISTRY™ Client Settings

SmartREGISTRY Settings

Client Admins can configure MERS eRegistry settings.

Client Information

MERS Org Id: * 9999353

Client Account Name: 100 Sales (9999353)

eNote Registration Settings

Registration Method: * Presentation

Controller: * 100 Sales (9999353)

Master Servicer: * 100 Sales (9999353)

Location: * 100 Sales (9999353)

Delegatee for Transfers: _____

Secured Party: _____

Delegatee for Secured Party: _____

You do not have the ability to change the Controller, but you can change the Master Servicer and Location. When you are initially set-up for auto-registration, all three of these should be the same.



If you are using a Delegatee for Transfer, you would enter that here as well.

The screenshot displays the SmartREGISTRY Client Settings interface. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. The page title is 'SmartREGISTRY™ > Client Settings'. Below the title, a sub-header reads 'SmartREGISTRY Settings' and a note states 'Client Admins can configure MERS eRegistry settings.' The settings are organized into two sections: 'Client Information' and 'eNote Registration Settings'. The 'Client Information' section includes fields for 'MERS Org Id.' (9999353), 'Client Account Name' (100 Sales (9999353)), and 'Registration Method.' (Presentation). The 'eNote Registration Settings' section includes fields for 'Controller.' (100 Sales (9999353)), 'Master Servicer.' (100 Sales (9999353)), 'Location.' (100 Sales (9999353)), 'Delegatee for Transfers.' (highlighted with a green box), 'Secured Party.', and 'Delegatee for Secured Party.'. A purple arrow points from the text above to the 'Delegatee for Transfers.' field.



Auto Register eNote is usually set.

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY DASHBOARD

eNote Registration Settings

Registration Method: * Presentation

Controller: * 100 Sales (9999353)

Master Servicer: * 100 Sales (9999353)

Location: * 100 Sales (9999353)

Delegatee for Transfers: *

Secured Party: *

Delegatee for Secured Party: *

Auto Register eNote

Auto eDeliver eNote

Reject Transfers without eNote

eNote Validation Settings

Enable Hash Digest Comparison

Enable Certificate Validation

Enable Document Validation

Back Save

DELL

Auto eDeliver eNote should be enabled if your eNote Registration Settings have a Rights Holder that is not their own Client Name, and you want to send them a copy of the eNote after registration. They will need one to conduct any transactions on the eNote.



Checking Reject Transfers without eNote will reject a transfer if there is not already an eNote for that MIN in the eVault.

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY DASHBOARD

eNote Registration Settings

Registration Method: * Presentation

Controller: * 100 Sales (9999353)

Master Servicer: * 100 Sales (9999353)

Location: * 100 Sales (9999353)

Delegatee for Transfers:

Secured Party:

Delegatee for Secured Party:

Auto Register eNote

Auto eDeliver eNote

Reject Transfers without eNote

eNote Validation Settings

Enable Hash Digest Comparison

Enable Certificate Validation

Enable Document Validation

Back Save

The eNote Validation Settings apply if a third party is sending notes into your system. We recommend that you check the first and third boxes as a default.



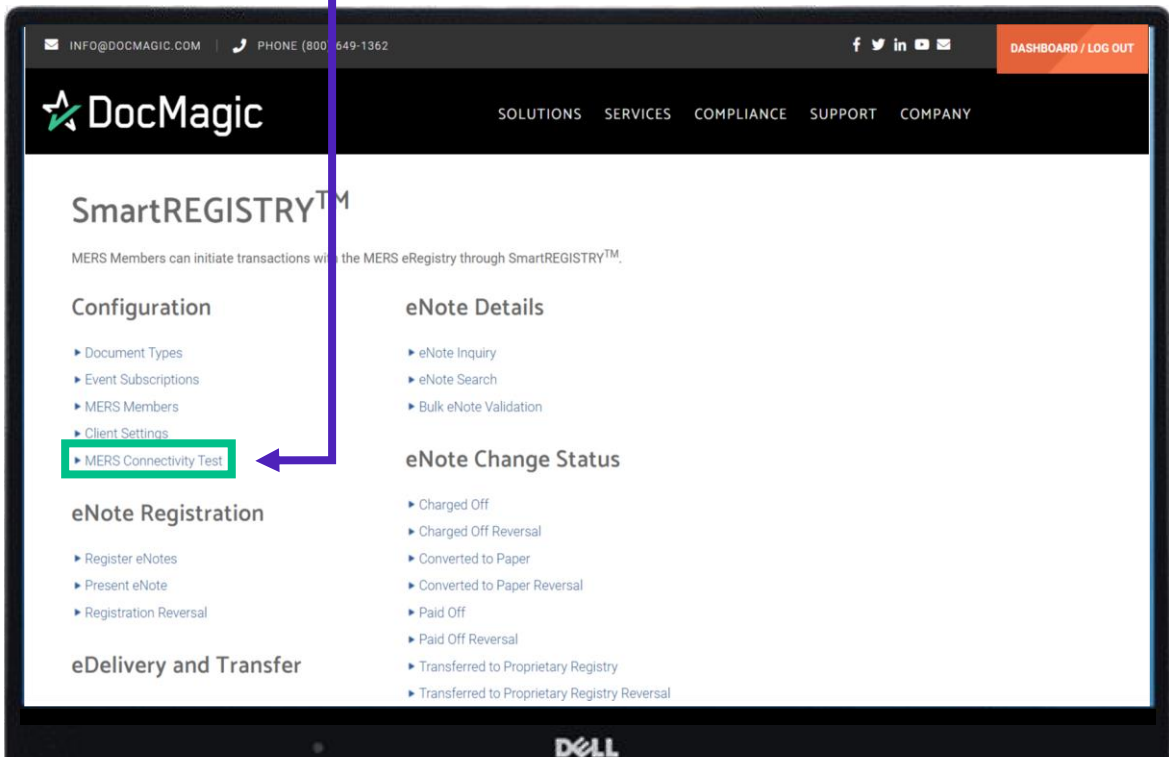
- Hash Digest will confirm the Hash hasn't been altered.
- Certificate Validation will confirm the certificate used for eSigning is valid.
- Document Validation will ensure the data and format within the eNote are validated.

The screenshot shows the DocMagic web application interface. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, COMPANY, and a DASHBOARD button. The main content area is titled "eNote Registration Settings" and contains several dropdown menus for "Registration Method", "Controller", "Master Servicer", and "Location", all set to "100 Sales (9999353)". Below these are fields for "Delegatee for Transfers", "Secured Party", and "Delegatee for Secured Party". Underneath are three checkboxes: "Auto Register eNote", "Auto eDeliver eNote", and "Reject Transfers without eNote". The "eNote Validation Settings" section is highlighted with a green box and contains three checkboxes: "Enable Hash Digest Comparison" (checked), "Enable Certificate Validation" (unchecked), and "Enable Document Validation" (checked). At the bottom of the form are "Back" and "Save" buttons, with the "Save" button also highlighted by a green box. A blue arrow points from the "Save" button to a text box below.

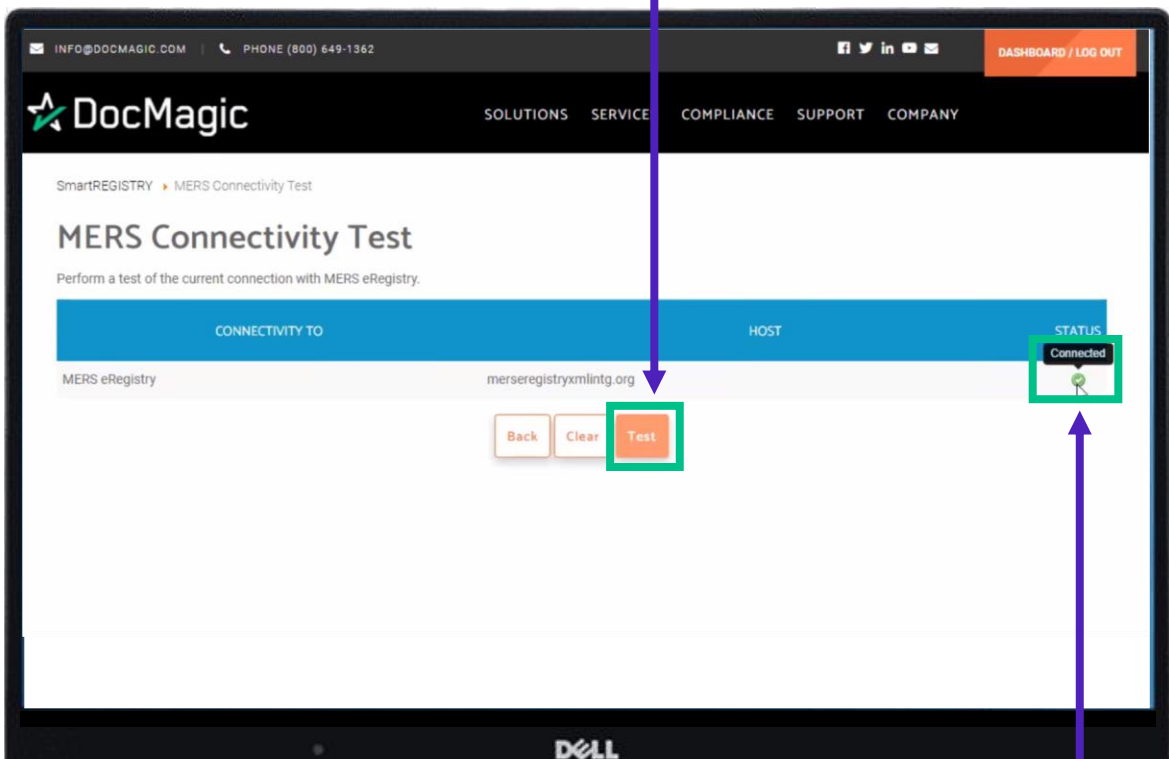
Hit Save when done. You will be returned to the SmartREGISTRY main menu.



After configuring your client settings, the next step is to check the MERS Connectivity Test.



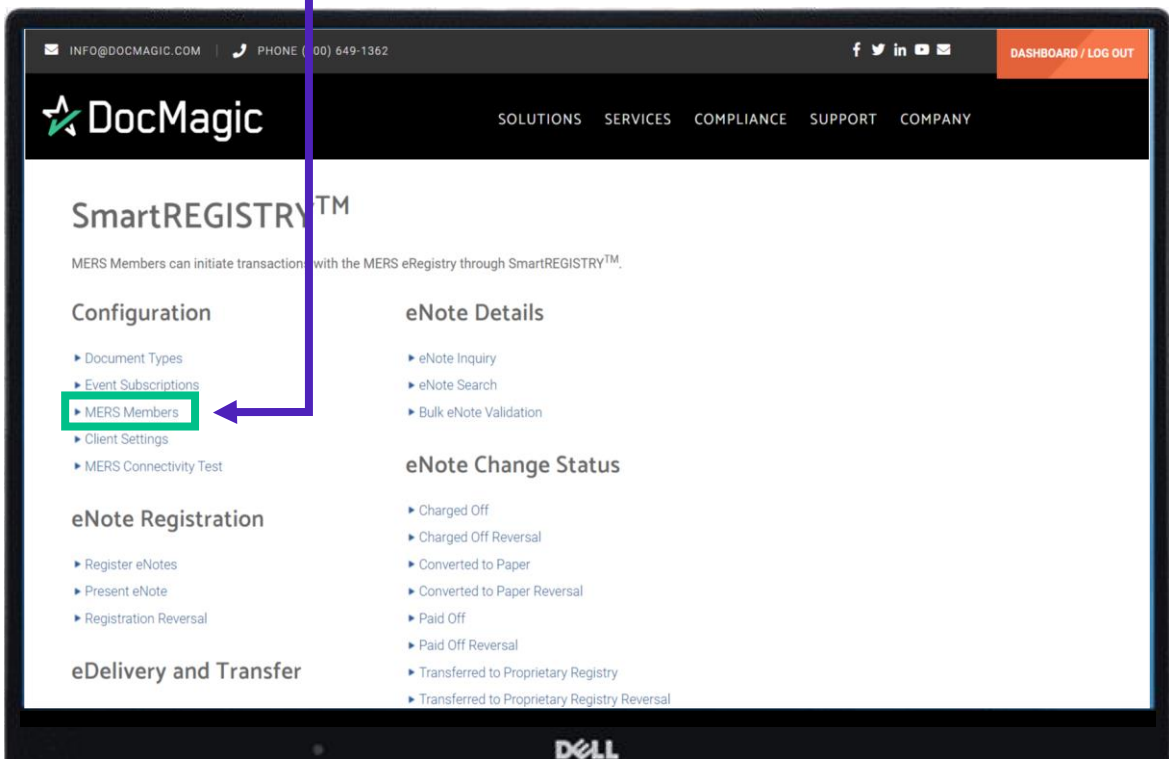
Hit Test. The test is to see if the Account will be able to conduct SmartREGISTRY transactions that involve the MERS eRegistry trading partners.



If the status shows as Connected, you are good to go. You will usually only need to do this one time.



The next step is to go to MERS Members.



MERS Members are entities with whom you will be doing business.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362 | f t in v

DASHBOARD / LOG OUT

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

SmartREGISTRY™ MERS Members

MERS Members

Account #: 100SALES

Show: 10 entries Search:

| MERS ORG NAME | MERS ORG ID | CLIENT ACCOUNT ID | AUTO-ACCEPT TRANSFER | AUTO-ACCEPT DELIVERY | REJECT TRANSFERS WITHOUT ENOTE | HASH DIGEST COMPARISON | CERTIFICATE VALIDATION | DOCUMENT VALIDATION | ACTIVE | ACTIONS |
|-----------------------|-------------|-------------------|----------------------|----------------------|--------------------------------|------------------------|------------------------|---------------------|--------|---------|
| Fannie Mae | 1000130 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - San Francisco | 1000244 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - Boston | 1000260 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| NBKC | 1000271 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - Atlanta | 1000281 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| UWM | 1000324 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Cenlar Servicing | 1000383 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Custodian DB | 1000648 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Service First | 1001302 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Testing Account - MAM | 1001320 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |

Showing 1 - 10 (of 60 results)

Back Add

« < 1 2 3 4 6 > »

DELL

If an entity is not set up in MERS Members, you will not be able to conduct SmartREGISTRY transactions with them, and you will not be able to select them in the dropdowns.



The Member must be active.

Account #: 100SALES

Search:

| MERS ORG NAME | MERS ORG ID | CLIENT ACCOUNT ID | AUTO-ACCEPT TRANSFER | AUTO-ACCEPT DELIVERY | REJECT TRANSFERS WITHOUT ENOTE | HASH DIGEST COMPARISON | CERTIFICATE VALIDATION | DOCUMENT VALIDATION | ACTIVE | ACTIONS |
|-----------------------|-------------|-------------------|----------------------|----------------------|--------------------------------|------------------------|------------------------|---------------------|--------|---------|
| Fannie Mae | 1000130 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - San Francisco | 1000244 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - Boston | 1000260 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| NBKC | 1000271 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - Atlanta | 1000281 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| UWM | 1000324 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Cenlar Servicing | 1000383 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Custodian DB | 1000648 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Service First | 1001302 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Testing Account - MAM | 1001320 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |

Showing 1 - 10 (of 60 results)

« < 1 2 3 4 5 6 > »

Back Add

Click on the Add button to add a member.



The MERS Org Name is the name you'd like to reference the Partner.

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SmartREGISTRY™ MERS Members

MERS Members

Show: 10 entries

| MERS ORG NAME | MERS ORG ID |
|-----------------------|-------------|
| Fannie Mae | 1000130 |
| FHLB - San Francisco | 1000244 |
| FHLB - Boston | 1000260 |
| NBKC | 1000271 |
| FHLB - Atlanta | 1000281 |
| UWM | 1000324 |
| Cenlar Servicing | 1000383 |
| Custodian DB | 1000648 |
| Service First | 1001302 |
| Testing Account - MAM | 1001320 |

Showing 1 - 10 (of 60 results)

Account #: 100SALES

Search:

| DOCUMENT VALIDATION | ACTIVE | ACTIONS |
|---------------------|--------|---------|
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |
| ✓ | ✓ | ✎ |

2 3 4 5 6 > >>

DELL

Cancel Add

Back Add

The MERS Org ID is the 7-digit MERS eRegistry Org ID that must be exactly what is listed on the MERS eRegistry.



The Client Account ID is needed for Freddie Mac eCertification Participants.

The screenshot shows the 'Add MERS Member' form in the DocMagic interface. The 'Client Account Id' field is highlighted with a green box, and a blue arrow points from the text above to it. The form includes the following fields and options:

- MERS Org Name: Fannie Mae
- MERS Org Id: 1000130
- Client Account Id: (highlighted)
- Auto-Accept for Transfer: All Inbound Only
- Auto-Accept for eDelivery:
- Reject Transfers without eNote:
- Active:
- eNote Validation Settings:
 - Enable Hash Digest Comparison
 - Enable Certificate Validation
 - Enable Document Validation

Buttons at the bottom include 'Cancel', 'Add', 'Back', and 'Add'.



Check this box if you want to Auto Accept Transfers.
You can also select if you want to accept all transfers or inbound ones only.

DocMagic

SmartREGISTRY™ MERS Members

MERS Members

Show: 10 entries

| MERS ORG NAME | MERS ORG ID |
|-----------------------|-------------|
| Fannie Mae | 1000130 |
| FHLB - San Francisco | 1000244 |
| FHLB - Boston | 1000260 |
| NBKC | 1000271 |
| FHLB - Atlanta | 1000281 |
| UWM | 1000324 |
| Cenlar Servicing | 1000383 |
| Custodian DB | 1000648 |
| Service First | 1001302 |
| Testing Account - MAM | 1001320 |

Showing 1 - 10 (of 60 results)

Add MERS Member

MERS Org Name: * Fannie Mae

MERS Org Id: * 1000130

Client Account Id:

Auto-Accept for Transfer: All Inbound Only

Auto-Accept for eDelivery:

Reject Transfers without eNote:

Active:

eNote Validation Settings

- Enable Hash Digest Comparison
- Enable Certificate Validation
- Enable Document Validation

Buttons: Cancel, Add, Back, Add

Check this box if you want to Auto Accept eDeliveries.



Selecting Reject Transfers without eNote means that if an eNote is not already in the eVault, it will reject the Transfer.

The screenshot displays the 'Add MERS Member' modal in the SmartREGISTRY interface. The modal contains the following fields and options:

- MERS Org Name: Fannie Mae
- MERS Org Id: 1000130
- Client Account Id: (empty)
- Auto-Accept for Transfer: All Inbound Only
- Auto-Accept for eDelivery:
- Reject Transfers without eNote: (highlighted with a green box and a blue arrow)
- Active:
- eNote Validation Settings:
 - Enable Hash Digest Comparison
 - Enable Certificate Validation
 - Enable Document Validation

Buttons at the bottom of the modal include 'Cancel', 'Add', 'Back', and 'Add'.

The background interface shows a table of MERS Members with columns for MERS Org Name and MERS Org ID. The table lists several members, including Fannie Mae, FHLB - San Francisco, FHLB - Boston, NBKC, FHLB - Atlanta, UWM, Cenlar Servicing, Custodian DB, Service First, and Testing Account - MAM.

Check this box. You want members to be Active in SmartREGISTRY – they will only appear to do transactions if they are active.



eNote Validation Settings are the same as before.

DocMagic

SmartREGISTRY™ MERS Members

MERS Members

Show: 10 entries

| MERS ORG NAME | MERS ORG ID |
|-----------------------|-------------|
| Fannie Mae | 1000130 |
| FHLB - San Francisco | 1000244 |
| FHLB - Boston | 1000260 |
| NBKC | 1000271 |
| FHLB - Atlanta | 1000281 |
| UWM | 1000324 |
| Cenlar Servicing | 1000383 |
| Custodian DB | 1000648 |
| Service First | 1001302 |
| Testing Account - MAM | 1001320 |

Showing 1 - 10 (of 60 results)

Add MERS Member

MERS Org Name: Fannie Mae

MERS Org ID: 1000130

Client Account Id:

Auto-Accept for Transfer: All Inbound Only

Auto-Accept for eDelivery:

Reject Transfers without eNote:

Active:

eNote Validation Settings

- Enable Hash Digest Comparison
- Enable Certificate Validation
- Enable Document Validation

Cancel Add

Back Add

Click Add when done.



Notice how the information you entered in the Add MERS Member window is all here.

Account #: 100SALES

| MERS ORG NAME | MERS ORG ID | CLIENT ACCOUNT ID | AUTO-ACCEPT TRANSFER | AUTO-ACCEPT DELIVERY | REJECT TRANSFERS WITHOUT ENOTE | HASH DIGEST COMPARISON | CERTIFICATE VALIDATION | DOCUMENT VALIDATION | ACTIVE | ACTIONS |
|-----------------------|-------------|-------------------|----------------------|----------------------|--------------------------------|------------------------|------------------------|---------------------|--------|---------|
| Fannie Mae | 1000130 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| FHLB - San Francisco | 1000244 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| FHLB - Boston | 1000260 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| NBKC | 1000271 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| FHLB - Atlanta | 1000281 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| UWM | 1000324 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Cenlar Servicing | 1000383 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Custodian DB | 1000648 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Service First | 1001302 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Testing Account - MAM | 1001320 | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |

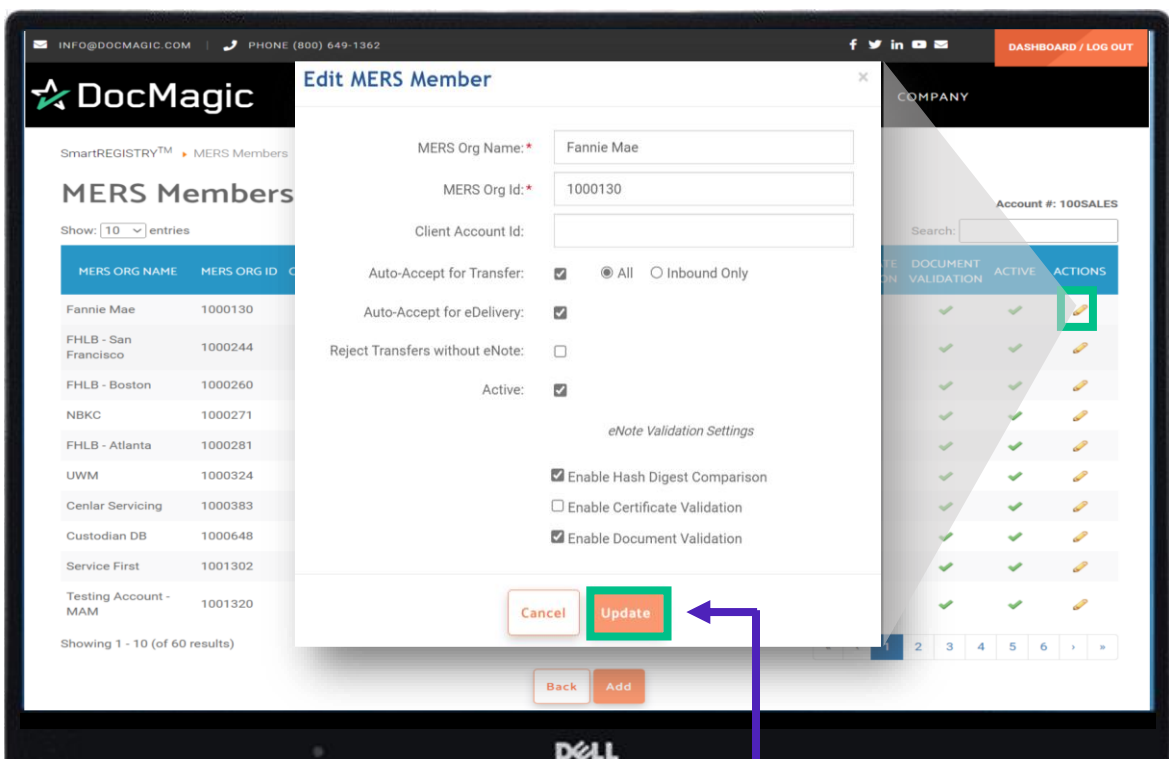
Showing 1 - 10 (of 60 results)

Back Add

You can also make changes to existing MERS members on this page. Click on the pencil icon next to a member to get started.



The Edit MERS Member window will appear. This is almost identical to the Add MERS Member window.



Make the necessary changes and hit Update to save.



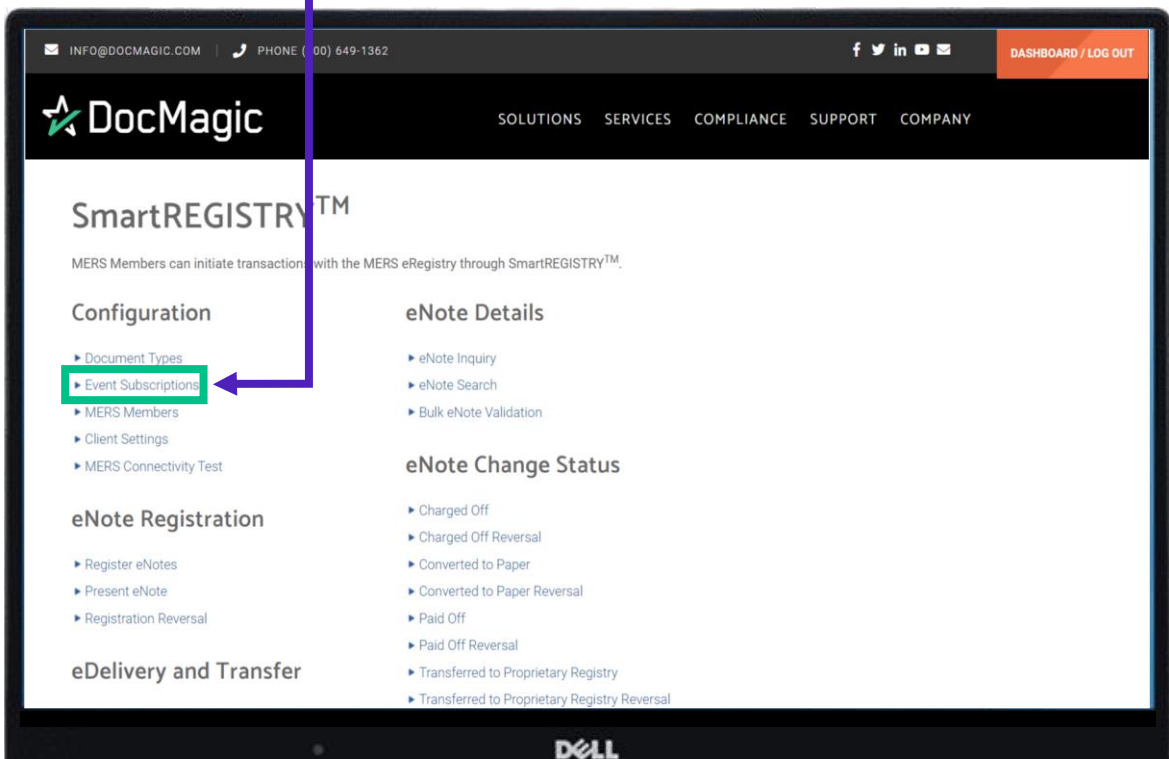
You'll know that your changes were successfully saved when you see this little pop-up in the corner.

The screenshot shows the SmartREGISTRY MERS Members page. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, and a DASHBOARD / LOG OUT button. A green success message pop-up is visible in the top right corner, stating "MERS Member has been successfully updated." Below the navigation bar, the page title is "MERS Members" and the account number is "100SALES". There is a search bar and a "Show: 10 entries" dropdown. The main content is a table with the following columns: MERS ORG NAME, MERS ORG ID, CLIENT ACCOUNT ID, AUTO-ACCEPT TRANSFER, AUTO-ACCEPT DELIVERY, REJECT TRANSFERS WITHOUT ENOTE, HASH DIGEST COMPARISON, CERTIFICATE VALIDATION, DOCUMENT VALIDATION, ACTIVE, and ACTIONS. The table lists several MERS members, including Fannie Mae, FHLB - San Francisco, FHLB - Boston, NBKC, FHLB - Atlanta, UWM, Cenlar Servicing, Custodian DB, Service First, and Testing Account - MAM. Each row has a green checkmark in the AUTO-ACCEPT TRANSFER and AUTO-ACCEPT DELIVERY columns, and a pencil icon in the ACTIONS column. At the bottom of the table, there is a pagination control showing "Showing 1 - 10 (of 60 results)" and a "Back Add" button.

| MERS ORG NAME | MERS ORG ID | CLIENT ACCOUNT ID | AUTO-ACCEPT TRANSFER | AUTO-ACCEPT DELIVERY | REJECT TRANSFERS WITHOUT ENOTE | HASH DIGEST COMPARISON | CERTIFICATE VALIDATION | DOCUMENT VALIDATION | ACTIVE | ACTIONS |
|-----------------------|-------------|-------------------|----------------------|----------------------|--------------------------------|------------------------|------------------------|---------------------|--------|---------|
| Fannie Mae | 1000130 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - San Francisco | 1000244 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - Boston | 1000260 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| NBKC | 1000271 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| FHLB - Atlanta | 1000281 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| UWM | 1000324 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Cenlar Servicing | 1000383 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Custodian DB | 1000648 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Service First | 1001302 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |
| Testing Account - MAM | 1001320 | | ✓ | ✓ | | ✓ | | ✓ | ✓ | |



You also have the option to enable Event Subscriptions.



Event Subscriptions gives you the ability to turn on email and/or push notifications when certain actions occur.

Account #: 100SALES

Show: 10 entries Search:

| EVENT TYPE | EMAIL NOTIFICATION | PUSH NOTIFICATION | ACTIONS |
|------------------------------------|--------------------|-------------------|---------|
| EDelivery Approved | ✓ | ✓ | |
| EDelivery Completed | ✓ | ✓ | |
| EDelivery Expired | | ✓ | |
| ERegistry Note Registered | ✓ | ✓ | |
| ERegistry Note Registration Failed | | ✓ | |
| ERegistry Transfer Completed | ✓ | ✓ | |
| ERegistry Transfer Rejected | ✓ | ✓ | |
| Pending EDelivery | ✓ | ✓ | |
| Pending Transfer | ✓ | ✓ | |
| EDelivery Distribution Disapprove | | ✓ | |

Click on the pencil on the right of an Event Type to explore your options. We'll look at Pending Transfer as an example.



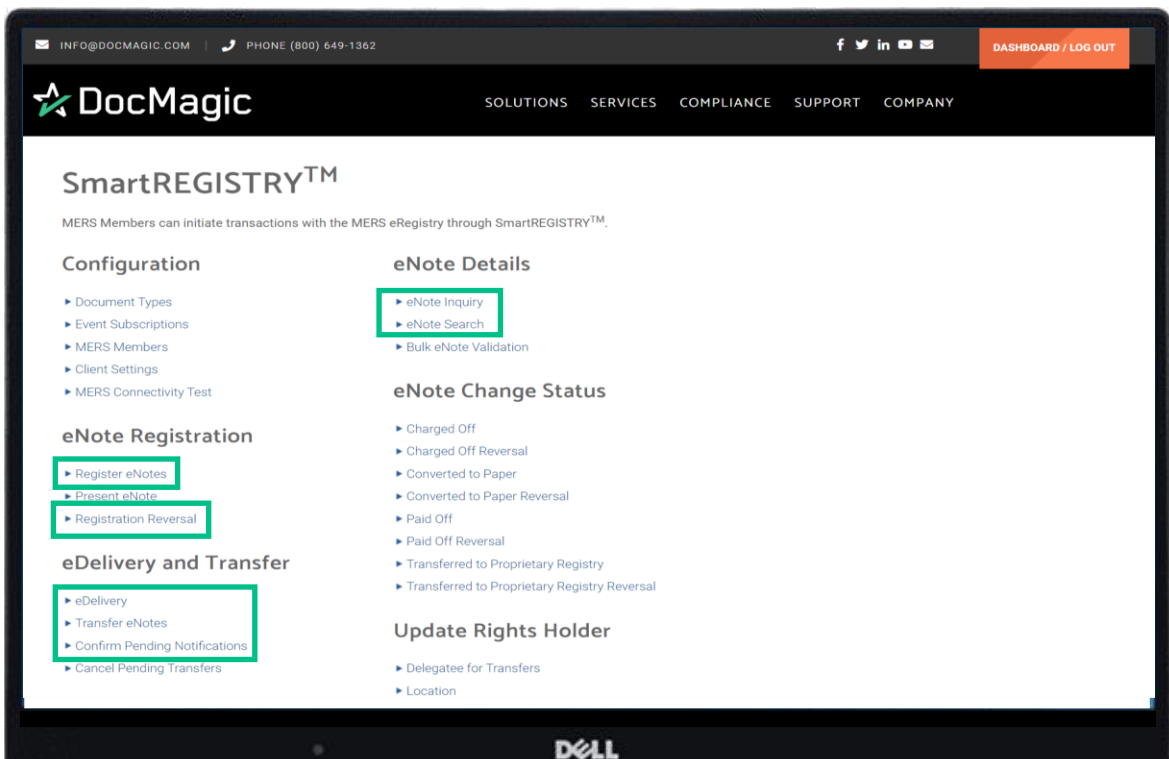
You can choose to send an automated e-mail for this transaction, add a single or multiple email recipients, select an email subject, and create an email template.

The screenshot shows the DocMagic web interface for Event Subscriptions. The top navigation bar includes the DocMagic logo and links for SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. The breadcrumb trail is SmartREGISTRY™ > Event Subscriptions. The main heading is "Event Subscriptions" with the account number "Account #: 100SALES" on the right. The event is "Pending Transfer". There is a checked "Email Notification" checkbox. The "To Email Address" field contains "bpannell@docmagic.com". The "Email Subject" field contains "Pending Transfer Notification". The "Email Template" section shows a rich text editor with a toolbar containing icons for bold, italic, underline, strikethrough, font color, background color, bulleted list, numbered list, indent, link, unlink, insert image, insert video, insert audio, insert table, and help. Below the editor, the template text reads: "You have received a notification of pending transfer for an eNote. MERS MIN Number: \${MIN} MERS Transfer Type: \${MERSRequestType} MERS Transfer Identifier: \${MERSTransferIdentifier} MERS Transfer Effective Date: \${ActionEffectiveDate} MERS S". The Dell logo is visible at the bottom of the monitor frame.



Most Common SmartRegistry Functions

The most used functions in SmartREGISTRY are Register eNotes, Registration Reversal, eDelivery, eNote Inquiry, Transfer eNotes, Confirm Pending Notifications and eNote Search.

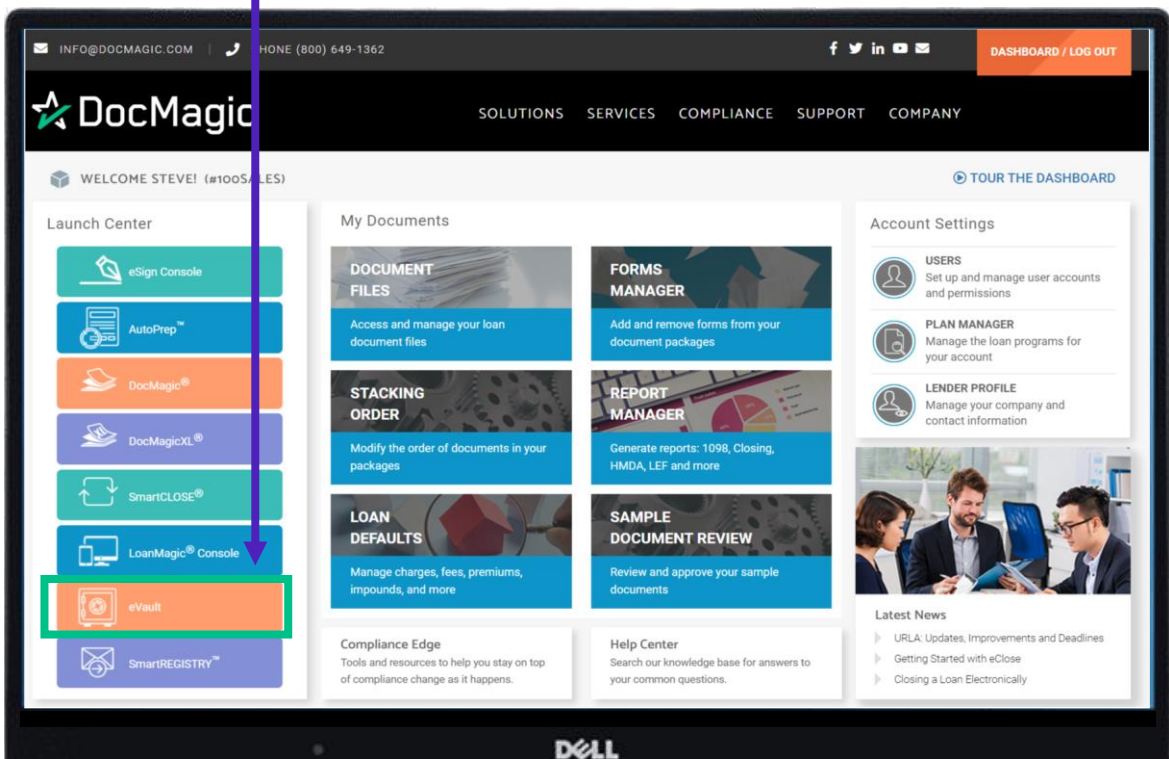


We will go through how to use these functions one by one.



Most Common SmartREGISTRY Functions

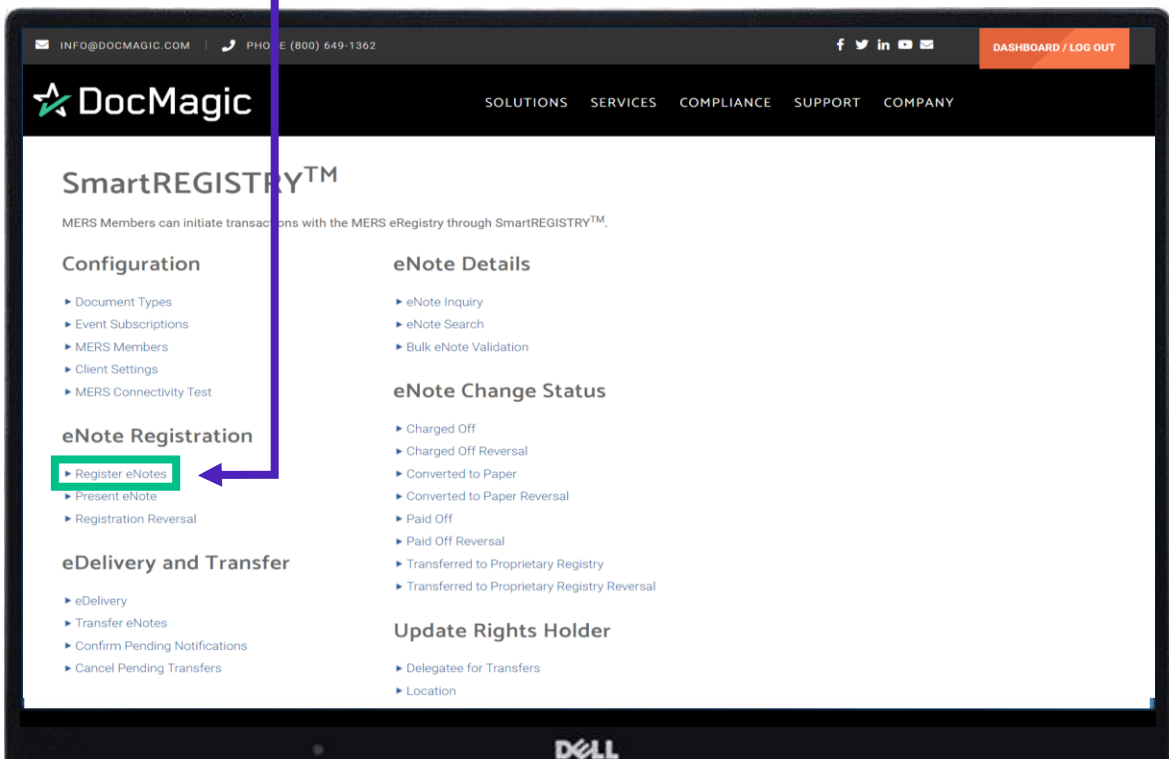
These functions are also available in the DocMagic eVault, which can be opened from the Launch Center of the DocMagic dashboard.



We recommend you check out our guide to eVault on the [Product Training Page](#).



We're going to start with Register eNotes.



When this page loads, you will see that some fields are already populated. These defaults are configured in client settings.

The screenshot shows the SmartREGISTRY web interface. At the top, there is a navigation bar with the DocMagic logo, contact information (INFO@DOCMAGIC.COM, PHONE (800) 649-1362), social media icons, and a 'DASHBOARD / LOG OUT' link. Below the navigation bar, the page title is 'SmartREGISTRY™ > Register eNotes'. The main heading is 'Register eNotes', followed by a sub-heading 'MERS Members can register MINS on the MERS eRegistry.' The 'Register Details' section contains several form fields: 'Registration Method:' with a dropdown menu set to 'Presentation'; 'Delegatee for Transfers:' with an empty dropdown; 'MIN:' with an empty text input and a search icon; 'eDeliver:' with a checked checkbox; 'Controller: *' with a dropdown menu set to '100 Sales (9999353)'; 'Location: *' with a dropdown menu set to '100 Sales (9999353)'; 'Master Servicer: *' with a dropdown menu set to '100 Sales (9999353)'; 'Secured Party:' with an empty dropdown; and 'Secured Party Delegatee:' with an empty dropdown. At the bottom of the form, there are three buttons: 'Cancel', 'Clear', and 'Register'. The Dell logo is visible at the bottom center of the screen.



To register a MIN, type or paste the MIN in the text field and click on the magnifying glass.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362 | DASHBOARD / LOG OUT

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

SmartREGISTRY™ > Register eNotes

Register eNotes

MERS Members can register MINS on the MERS eRegistry.

Register Details

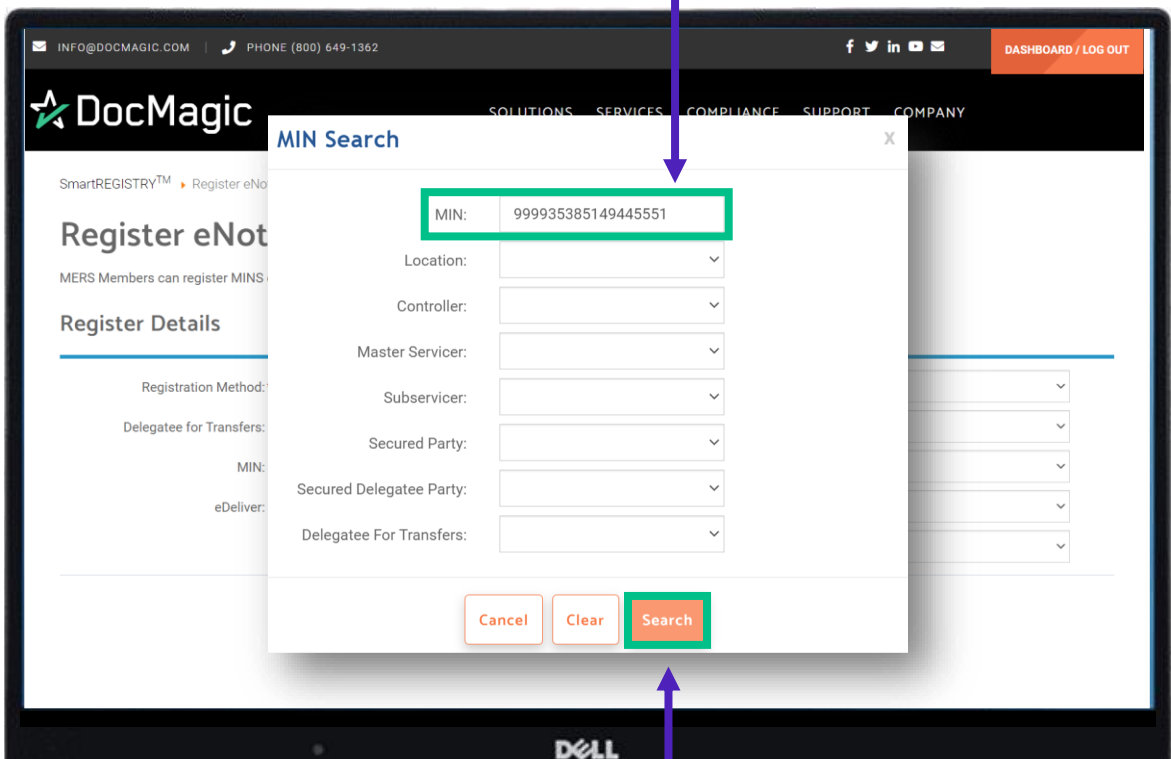
| | | | |
|---|----------------------|--------------------------|---------------------|
| Registration Method:* | Presentation | Controller:* | 100 Sales (9999353) |
| Delegatee for Transfers: | | Location:* | 100 Sales (9999353) |
| MIN: | <input type="text"/> | Master Servicer:* | 100 Sales (9999353) |
| eDeliver: <input checked="" type="checkbox"/> | | Secured Party: | |
| | | Secured Party Delegatee: | |

Cancel Clear Register

You could also hit the green button to add the MIN directly, but we recommend that you use the magnifying glass for accuracy.



Hitting the magnifying glass brings up a window. The MIN will auto-populate if you entered it in previously.



Hit Search.



Your results will populate below.

SmartREGISTRY™ Register eNotes

MERS Members can register MINS on the MERS eRegistry.

Register Details

| | | | |
|--------------------------|-------------------------------------|--------------------------|---------------------|
| Registration Method: | Presentation | Controller: | 100 Sales (9999353) |
| Delegatee for Transfers: | | Location: | 100 Sales (9999353) |
| MIN: | | Master Servicer: | 100 Sales (9999353) |
| eDeliver: | <input checked="" type="checkbox"/> | Secured Party: | |
| | | Secured Party Delegatee: | |

Show: 10 entries Search:

| MIN | LOAN # | WORKSHEET # | ACTIONS |
|--------------------|---------------|---------------|--------------------------|
| 999935385149445551 | 1658514944555 | 1658514944555 | <input type="checkbox"/> |

Showing 1 - 1 (of 1 results)

Cancel Clear Register

Double check that the information entered is correct, then click the Checkbox under Actions.

Then hit Register.



If your registration attempt is successful, you will see a green check mark at the bottom and a brief message will appear in the top right.

The screenshot displays the SmartREGISTRY web application interface. At the top, there is a navigation bar with the DocMagic logo and various menu items. A notification box in the top right corner contains a green checkmark and the text "Registration Request Sent". Below this, the "Register eNotes" form is visible, with fields for Registration Method (Presentation), Delegate for Transfers, MIN (9999338514944555), Controller (100 Sales (9999353)), Location (100 Sales (9999353)), Master Servicer (100 Sales (9999353)), and Secured Party. Below the form, a table lists the registered entries. The table has columns for MIN, LOAN #, WORKSHEET #, and ACTIONS. A single entry is shown with a green checkmark in the ACTIONS column. Below the table, there is a "Selected eNotes" section with a table showing the details of the selected entry, including a green checkmark in the first column. At the bottom of the interface, there are "Cancel", "Clear", and "Register" buttons.

| MIN | LOAN # | WORKSHEET # | ACTIONS |
|------------------|---------------|---------------|---------|
| 9999338514944555 | 1658514944555 | 1658514944555 | ☑ |

| MIN | METHOD | CONTROLLER | LOCATION | MASTER SERVICER | DELEGATEE FOR TRANSFERS | SECURED PARTY | SECURED PARTY DELEGATEE | ACTIONS |
|------------------|----------------|---------------------|---------------------|---------------------|-------------------------|---------------|-------------------------|---------|
| 9999338514944555 | ☑ Presentation | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | | | | ⊘ |



You can also check if the attempt was successful by going to the eVault. Registration will be on top of the eVault listings.

The screenshot displays the DocMagic dashboard with the following sections:































- Launch Center:** Includes icons for eSign Console, AutoPrep™, DocMagic®, DocMagicXL®, SmartCLOSE®, LoanMagic® Console, **eVault** (highlighted with a green box), and SmartREGISTRY™.
- My Documents:** Includes DOCUMENT FILES, FORMS MANAGER, STACKING ORDER, and REPORT MANAGER.
- Account Settings:** Includes USERS, PLAN MANAGER, and LENDER PROFILE.
- eVault Directory:** A table showing loan listings with columns: LOAN #, BORROWER, WORKSHEET #, MIN, CONTROLLER, LOCATION, MASTER SERVER, MODIFIED, and ACTIONS.

| LOAN # | BORROWER | WORKSHEET # | MIN | CONTROLLER | LOCATION | MASTER SERVER | MODIFIED | ACTIONS |
|---------------|----------------------|---------------|--------------------|------------------------|------------------------|---------------------|------------|---------|
| 1658514944555 | 1658514944555 Sample | 1658514944555 | 999935385149445551 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 | [Icons] |
| 1658508236850 | 1658508236850 Sample | 1658508236850 | 999935385082368505 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 | [Icons] |
| 1658508228810 | 1658508228810 Sample | 1658508228810 | 999935385082288109 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 | [Icons] |
| 1658508220690 | 1658508220690 Sample | 1658508220690 | 999935385082206903 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 | [Icons] |
| 1658443780002 | 1658443780002 Sample | 1658443780002 | 999935384437800023 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/21/2022 | [Icons] |
| 1658442885141 | 1658442885141 Sample | 1658442885141 | 999935384428851415 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/21/2022 | [Icons] |
| 1658437257488 | 1658437257488 Sample | 1658437257488 | 999935384372574880 | 100 Sales (9999353) | Lender On Premise | 100 Sales (9999353) | 07/21/2022 | [Icons] |
| 1658432708527 | Alice Sample | | 999930784327085277 | 100ECL0SE | 100 Sales (9999353) | 100ECL0SE | 07/21/2022 | [Icons] |
| 1658419259972 | 1658419259972 Sample | 1658419259972 | 999935384192599729 | Bank Of with Custodian | Bank Of with Custodian | 100 Sales (9999353) | 07/21/2022 | [Icons] |
| 77707201018 | JOHN SMITH | 2761 | 999935377072010189 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/20/2022 | [Icons] |



Click on the rightmost icon to go to the MERS eRegistry page.

The screenshot displays the DocMagic eVault Directory interface. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. Below the navigation bar, the page title is "eVault Directory" and the account number is "100SALES". A search bar is present on the right. The main content is a table with the following columns: LOAN #, BORROWER, WORKSHEET #, MIN, CONTROLLER, LOCATION, MASTER SERVICER, MODIFIED, and ACTION. The table contains 11 rows of data. The 'ACTION' column for each row contains three icons: a magnifying glass, a document, and a right-pointing arrow. A green box highlights the rightmost icon (the arrow) in the first row, and a purple arrow points from the callout box to this icon. Below the table, there is a pagination control showing "Showing 11 - 20 (of 14252 results)" and a set of buttons: Search, Create Vault, Import WebDocs, and Finished.

| LOAN # | BORROWER | WORKSHEET # | MIN | CONTROLLER | LOCATION | MASTER SERVICER | MODIFIED | ACTION |
|---------------|-------------------------|---------------|--------------------|---------------------------|---------------------------|------------------------|------------|---|
| 1658514944555 | 1658514944555 Sample | 1658514944555 | 999935385149445551 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 |    |
| 1658508236850 | 1658508236850 Sample | 1658508236850 | 999935385082368505 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 |    |
| 1658508228810 | 1658508228810 Sample | 1658508228810 | 999935385082288109 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 |    |
| 1658508220690 | 1658508220690 Sample | 1658508220690 | 999935385082206903 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/22/2022 |    |
| 1658443780002 | 1658443780002 Sample | 1658443780002 | 999935384437800023 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/21/2022 |    |
| 1658442885141 | 1658442885141 Sample | 1658442885141 | 999935384428851415 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/21/2022 |    |
| 1658437257488 | 1658437257488 Sample | 1658437257488 | 999935384372574880 | 100 Sales (9999353) | Lender On Premise | 100 Sales (9999353) | 07/21/2022 |    |
| 1658432708527 | Alice Sample | | 999930784327085277 | 100ECLOSE | 100 Sales (9999353) | 100ECLOSE | 07/21/2022 |    |
| 1658419259972 | 1658419259972 Sample | 1658419259972 | 999935384192599729 | Bank Of with Custodian | Bank Of with Custodian | 100 Sales (9999353) | 07/21/2022 |    |
| 77707201018 | JOHN SMITH | 2761 | 999935377072010189 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | 07/20/2022 |    |



You can verify if the item has been successfully registered if you see all three buttons.

The screenshot displays the DocMagic MERS eRegistry interface. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. The main content area is titled "MERS eRegistry" and includes a "Details" section with the following information:

| | | | |
|--------------------|---------------|----------------------|------------|
| MIN # | Loan # | Borrower | Created |
| 999935385149445551 | 1658862288017 | 1658862288017 Sample | 07/26/2022 |

Below the details, there is an "eNotes" section with three buttons: "Unregister", "Transfer", and "Create eDelivery". A green box highlights these three buttons, and a blue arrow points from the text above to the "Unregister" button.

The "Rights Holders" section shows the following information:

| | | | |
|---------------------|---------------------|-------------------------|-------------------------|
| Controller | Location | Master Servicer | Subservicer |
| 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | |
| Updated 07/26/2022 | Secured Party | Secured Party Delegatee | Delegatee for Transfers |

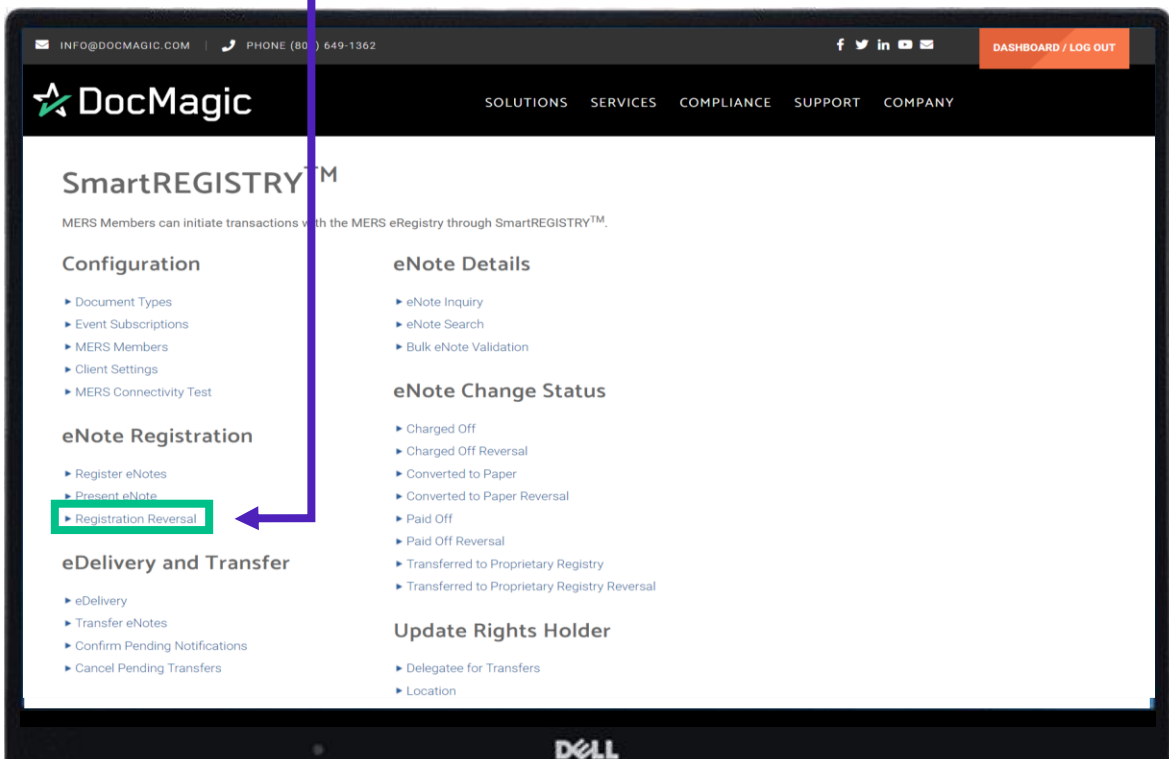
The "Activity Log" section contains a table with the following data:

| TYPE | TRACKING # | INITIATED DATE | EFFECTIVE DATE | STATUS | ACTIONS |
|----------|------------|----------------|----------------|---------|---------|
| Delivery | 722446 | 07/26/2022 | | Pending | |

At the bottom of the activity log, there are two buttons: "Create eDelivery" and "Back".



Next, we will look at Registration Reversal. This section will cover how to reverse what we just did.



Type your MIN and hit search.

The screenshot shows the DocMagic SmartREGISTRY Registration Reversal page. The header includes contact information (INFO@DOCMAGIC.COM, PHONE (800) 649-1362) and navigation links (SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, COMPANY). The main content area is titled "Registration Reversal" and includes a sub-header "SmartREGISTRY™ Registration Reversal". Below the title, there is a descriptive sentence: "The status of SMART Doc® eNotes that have already been registered on MERS eRegistry can be changed to 'Registration Reversal'." The form contains a "MIN:" label followed by an input field containing the number "999935385149445551". To the right of the input field are two buttons: "Add MIN" and "Search". Below the form, there is a message "No documents selected" and two buttons: "Cancel" and "Send". The Dell logo is visible at the bottom of the monitor frame.



A window appears. Type your MIN and hit search again.

The screenshot shows the DocMagic eNote Document Search interface. At the top, there is a navigation bar with contact information (INFO@DOCMAGIC.COM, PHONE (800) 649-1362) and social media icons. Below this is the DocMagic logo and a menu with options: SOLUTIONS, SERVICE, COMPLIANCE, SUPPORT, and COMPANY. The main content area is titled "eNote Document Search" and contains a search form. The form has several fields: MIN (with the value 999935385149445551), Location, Controller, Master Servicer, Subservicer, Secured Party, Secured Delegatee Party, and Delegatee for Transfers. At the bottom of the form are three buttons: Cancel, Clear, and Search. A green box highlights the MIN input field, and another green box highlights the Search button. Two blue arrows point from the text box above to these elements.



Select the check box under Actions.

The screenshot shows the 'eNote Document Search' interface. At the top, there is a search form with the following fields: MIN (999935388622880179), Location, Controller, Master Servicer, Subservicer, Secured Party, Secured Delegatee Party, and Delegatee for Transfers. Below the form are 'Cancel', 'Clear', and 'Search' buttons. A table below the form displays search results. The table has columns: LOAN #, WORKSHEET, MIN, CONTROLLER, LOCATION, MASTER SERVICER, SUBSERVICER, SECURED PARTY, SECURED PARTY DELEGATEE, DELEGATEE FOR TRANSFERS, and ACTIONS. The first row of data shows: 1658862288017, 1658862288017, 999935388622880179, 100 Sales (9999353), 100 Sales (9999353), 100 Sales (9999353), and a green checkmark in the ACTIONS column. Below the table are 'Cancel' and 'Submit' buttons. A green box highlights the 'Submit' button.

| LOAN # | WORKSHEET | MIN | CONTROLLER | LOCATION | MASTER SERVICER | SUBSERVICER | SECURED PARTY | SECURED PARTY DELEGATEE | DELEGATEE FOR TRANSFERS | ACTIONS |
|---------------|---------------|--------------------|---------------------|---------------------|---------------------|-------------|---------------|-------------------------|-------------------------|-------------------------------------|
| 1658862288017 | 1658862288017 | 999935388622880179 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | | | | | <input checked="" type="checkbox"/> |

Click Submit.



INFO@DOCMAGIC.COM | PHONE (800) 649-1362 | DASHBOARD / LOG OUT

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

SmartREGISTRY™ » Registration Reversal

Registration Reversal

The status of SMART Doc® eNotes that have already been registered on MERS eRegistry can be changed to "Registration Reversal".

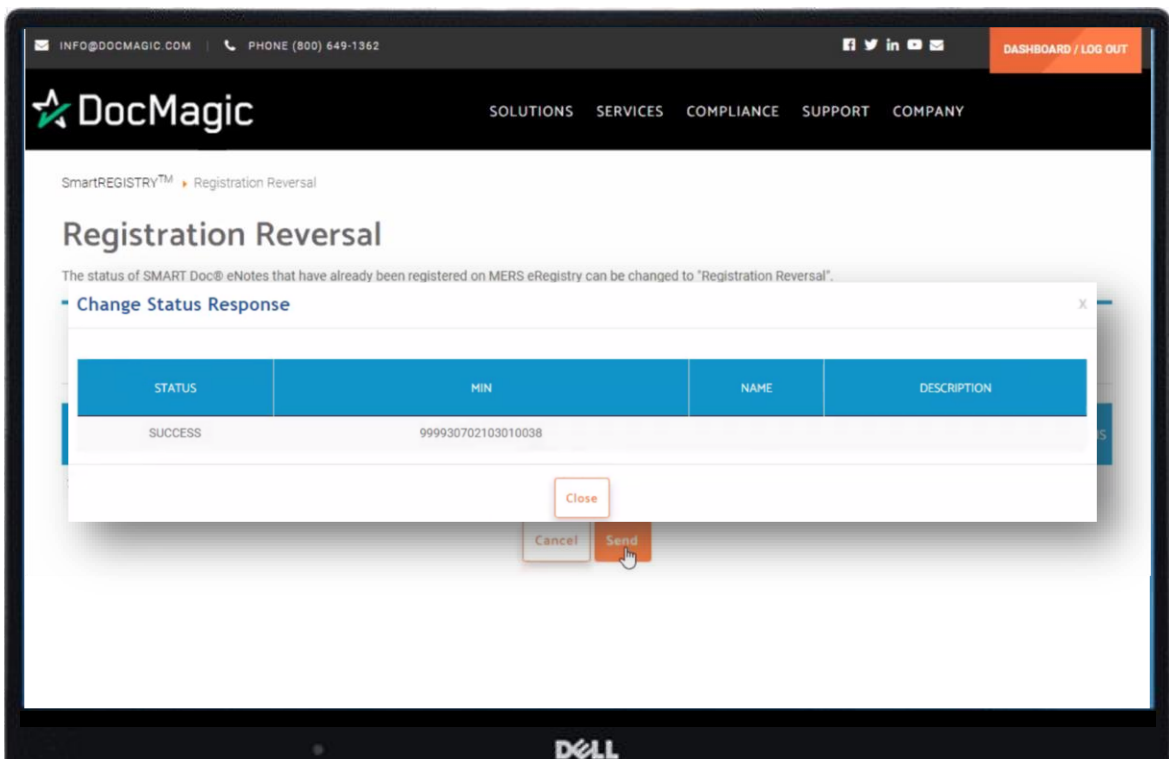
MIN:

| LOAN | WORKSHEET # | MIN | CONTROLLER | LOCATION | MASTER SERVICER | ACTIONS |
|-------------|-------------|--------------------|-----------------|-----------------|-----------------|---|
| 20210301003 | 1771 | 999930702103010038 | DocMagic eClose | DocMagic eClose | DocMagic eClose | <input type="button" value="Cancel"/> <input type="button" value="Send"/> |

Hit Send.



The window that appears will tell you if reverse registration was successful.



You can also go back to the eVault Directory to confirm if your item has been successfully unregistered.

The screenshot displays the DocMagic eVault Directory interface. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. Below the navigation bar, the page title is "eVault Directory". The main content area features a table with columns: LOAN #, BORROWER, WORKSHEET #, MIN, CONTROLLER, LOCATION, and ACTIONS. The table contains 11 rows of data. A warning triangle icon is overlaid on the table, pointing to the MERS logo in the 'ACTIONS' column of the first row. The table data is as follows:

| LOAN # | BORROWER | WORKSHEET # | MIN | CONTROLLER | LOCATION | ACTIONS |
|---------------|-------------------------|---------------|--------------------|---------------------------|--------------------------------|--|
| 1658514944555 | 1658514944555 Sample | 1658514944555 | 999935385149445551 | 100 Sales (9999353) | | [MERS Logo] [Eye] [Pencil] [Trash] |
| 1658508236850 | 1658508236850 Sample | 1658508236850 | 999935385082368505 | 100 Sales (9999353) | 100 Sales (9999353) | [Eye] [Pencil] [Trash] |
| 1658508228810 | 1658508228810 Sample | 1658508228810 | 999935385082288109 | 100 Sales (9999353) | 100 Sales (9999353) | [Eye] [Pencil] [Trash] |
| 1658508220690 | 1658508220690 Sample | 1658508220690 | 999935385082206903 | 100 Sales (9999353) | 100 Sales (9999353) | [Eye] [Pencil] [Trash] |
| 1658443780002 | 1658443780002 Sample | 1658443780002 | 999935384437800023 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) 07/21/2022 [Eye] [Pencil] [Trash] |
| 1658442885141 | 1658442885141 Sample | 1658442885141 | 999935384428851415 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) 07/21/2022 [Eye] [Pencil] [Trash] |
| 1658437257488 | 1658437257488 Sample | 1658437257488 | 999935384372574880 | 100 Sales (9999353) | Lender On Premise (9999353) | 100 Sales (9999353) 07/21/2022 [Eye] [Pencil] [Trash] |
| 1658432708527 | Alice Sample | | 999930784327085277 | 100CLOSE | 100 Sales (9999353) | 100CLOSE 07/21/2022 [Eye] [Pencil] [Trash] |
| 1658419259972 | 1658419259972 Sample | 1658419259972 | 999935384192599729 | Bank Of with Custodian | Bank Of with Custodian | 100 Sales (9999353) 07/21/2022 [Eye] [Pencil] [Trash] |
| 77707201018 | JOHN SMITH | 2761 | 999935377072010189 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) 07/20/2022 [Eye] [Pencil] [Trash] |

At the bottom of the table, there is a pagination bar showing "Showing 11 - 20 (of 14252 results)" and a set of navigation buttons: Search, Create Vault, Import WebDocs, and Finished.

The MERS logo on the far right will show a warning triangle.



The MERS eRegistry page itself will show you the option to register.

DocMagic eVault Directory > MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

| | | | |
|--|---|----------------------------------|---------------------------|
| MIN # 999935385149445551 | Loan # 1658514944555 | Borrower 1658514944555 Sample | Created 07/22/2022 |
| eNotes Register | Authoritative Copy No | Registered 09/09/2022 | Note Signed 08/22/2022 |
| Active No | Inactivated Status RegistrationReversal | Signature Validation Y | Assumption N |
| Inactivated | | | |

Rights Holders Current Previous

| | | | |
|-----------------------------------|---------------|-------------------------|-------------------------|
| Controller 100 Sales (9999353) | Location | Master Servicer | Subservicer |
| Updated | Secured Party | Secured Party Delegatee | Delegatee for Transfers |

Activity Log

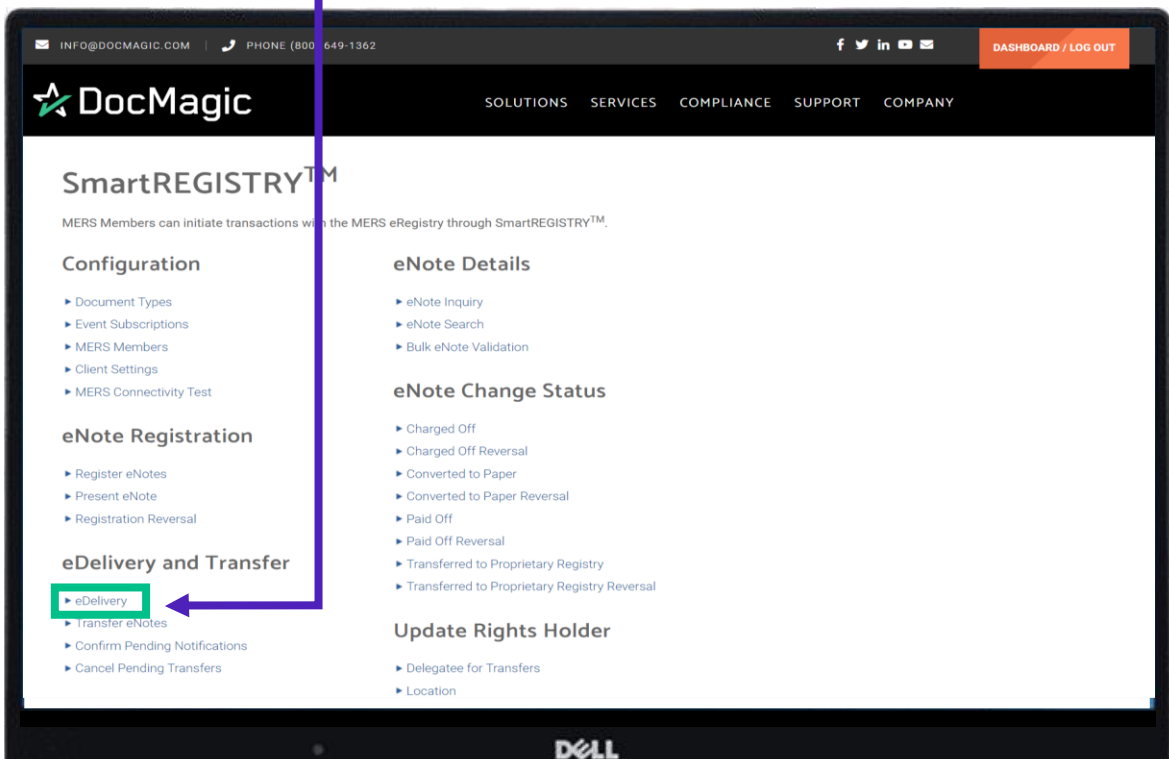
| TYPE | TRACKING # | INITIATED DATE | EFFECTIVE DATE | STATUS | ACTIONS |
|---------------------------|------------|----------------|----------------|--------|---------|
| No matching records found | | | | | |

[Create eDelivery](#) [Back](#)

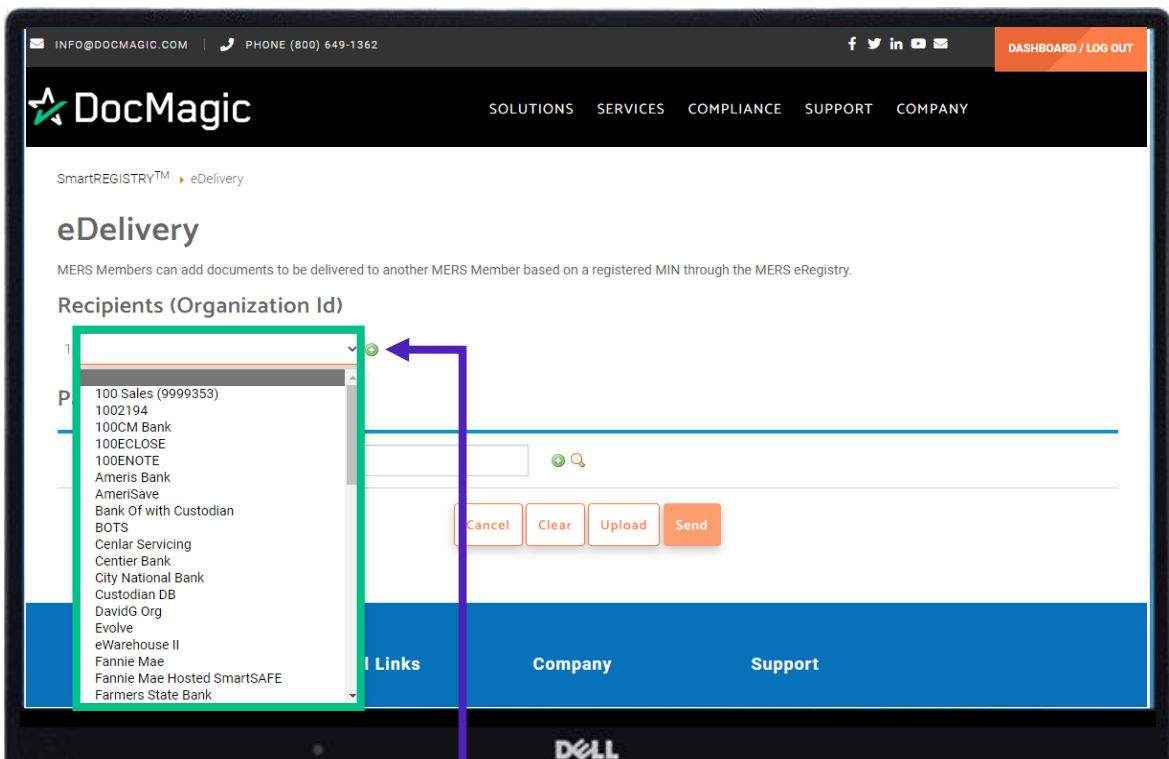
It will also show the Inactivated Status as a Registration Reversal.



In this next section we are going to look at eDelivery.



If you know your MIN and recipient, you can easily and directly send a package with this function.



Select your recipient by hitting the plus sign and then selecting them from the dropdown menu. You can add multiple recipients by repeating the process.



Enter your MIN here, either directly with the green icon or through the search function (magnifying glass). This works the same way as it does for Register eNote (covered previously).

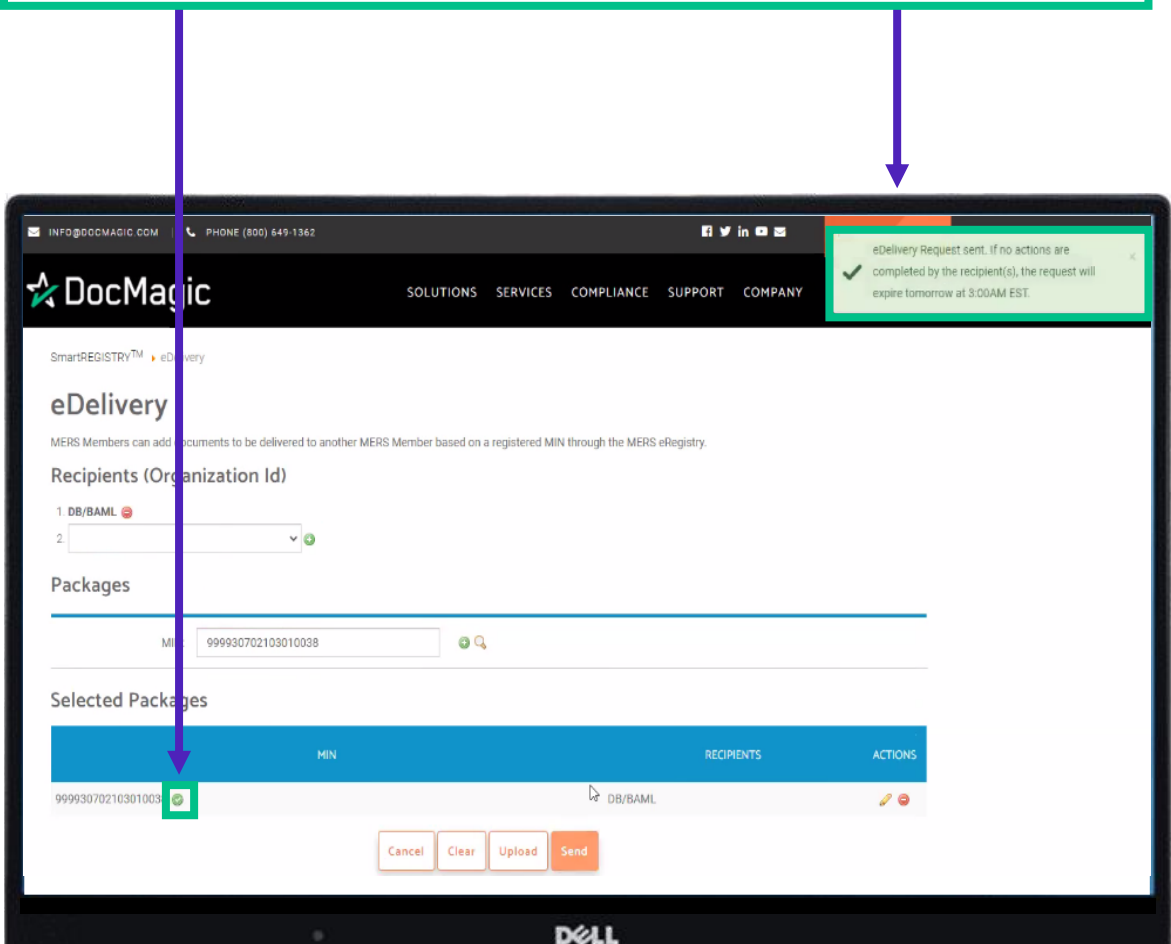
The screenshot shows the DocMagic eDelivery interface. At the top, there is a navigation bar with the DocMagic logo, contact information (INFO@DOCMAGIC.COM, PHONE (800) 649-1362), and social media icons. Below the navigation bar, the page title is "eDelivery" and a sub-header reads "MERS Members can add documents to be delivered to another MERS Member based on a registered MIN through the MERS eRegistry." The main content area is divided into sections: "Recipients (Organization Id)" with a dropdown menu showing "Bank Of with Custodian"; "Packages" with a text input field containing "MIN: 999935385149445551" and a search icon; and "Selected Packages" which displays a table with columns for MIN, RECIPIENTS, and ACTIONS. The table contains one row with the MIN "999935385149445551", the recipient "Bank Of with Custodian", and the recipient ID "DB/BAML". At the bottom of the interface, there are four buttons: "Cancel", "Clear", "Upload", and "Send".

| MIN | RECIPIENTS | ACTIONS |
|--------------------|-----------------------------------|---------|
| 999935385149445551 | Bank Of with Custodian DB/BAML | |

Your selected package will appear at the bottom. Make sure you have selected a recipient and a MIN. If everything looks good, hit Send.



If the transaction is successful, you should see a green check mark by the MIN and a brief message in the top right.



If you go into your eVault, you should still have control over the eNote because you only sent out a copy.

The screenshot displays the DocMagic MERS eRegistry interface. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. A 'DASHBOARD / LOG OUT' button is in the top right. The main content area is titled 'MERS eRegistry' and includes an 'Account #: 100ECLOSE'.

Details:

- MIN #: 999930702103010038
- Loan #: 20210301003
- Borrower #: SAMMY SAMPLE
- Created: 03/01/2021

eNotes:

- Buttons: Unregister, Transfer, Create eDelivery
- Active: Yes
- Authoritative Copy: Yes
- Inactivated: Inactivated
- Inactivated Status: Inactivated
- Registered: 03/12/2021
- Signature Validation: Y
- Note Signed: 03/01/2021
- Assumption: N

Rights Holders:

| Current | | Previous | |
|-------------------------------|-----------------------------|------------------------------------|--|
| Controller DocMagic eClose | Location DocMagic eClose | Master Servicer DocMagic eClose | Subservicer |
| Updated 03/12/2021 | Secured Party | Secured Party Delegatee | Delegatee for Transfers DocMagic eClose |

Activity Log:

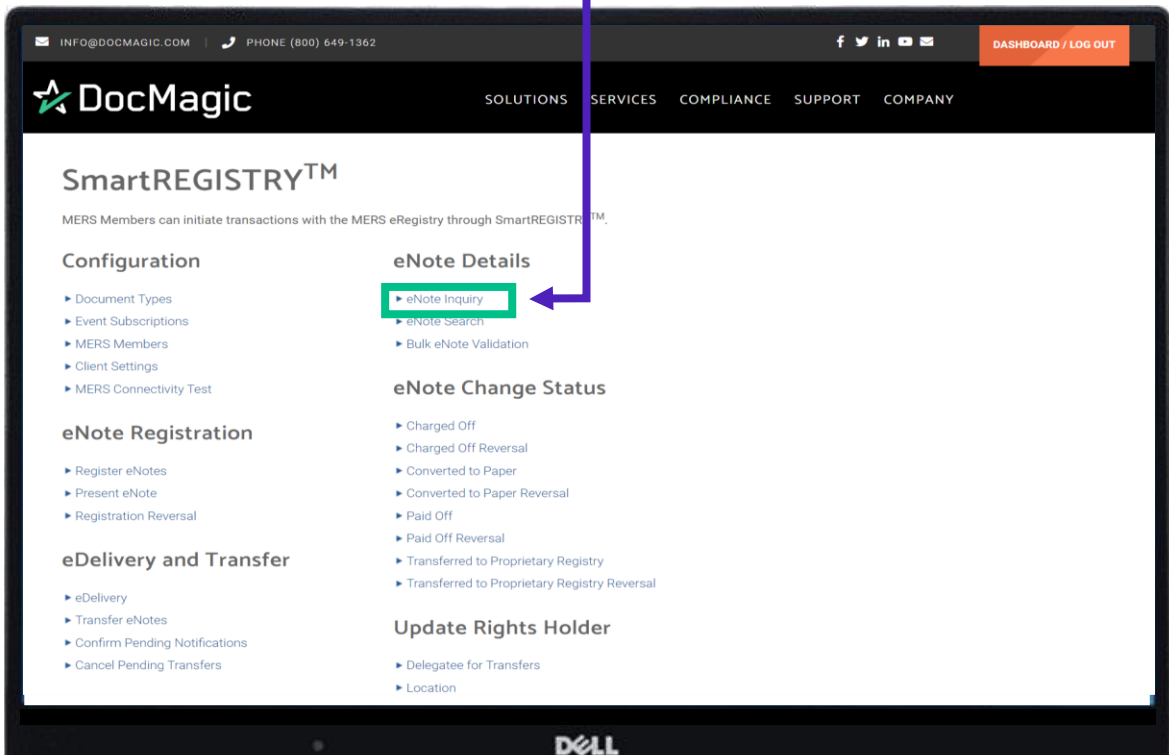
| TYPE | TRACKING # | INITIATED DATE | EFFECTIVE DATE | STATUS | ACTIONS |
|----------|------------|----------------|----------------|---------|---------|
| Delivery | 469008 | 03/12/2021 | | Success | |

At the bottom of the interface, there are buttons for 'Create eDelivery' and 'Back'. The Dell logo is visible at the very bottom of the screen.

You'll see the delivery transaction in the activity log and that it was successful.



In this next section, we are going to look at eNote Inquiry.



This will give you the most up to date information on a note.



The eNote Inquiry allows you to view summary or status information for eNotes that have been registered on the MERS Registry.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY REQUEST A DEMO

SmartREGISTRY > eNote Inquiry

eNote Inquiry

MERS members can retrieve summary or status information for eNotes that have been registered on the MERS eRegistry.

Request Action Type: Summary Information

MIN: Summary Information
Status Information

Validate Signature:

Back Clear Submit

Choose Status or Summary from the drop-down here.

*Most of the time, you will choose **Summary**, so we will submit a Summary Information Request for demonstrative purposes.*



Enter the MIN.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

SmartREGISTRY > eNote Inquiry

eNote Inquiry

MERS members can retrieve summary or status information for eNotes that have been registered on the MERS eRegistry.

Request Action Type: Summary Information

MIN: 999935326202200046

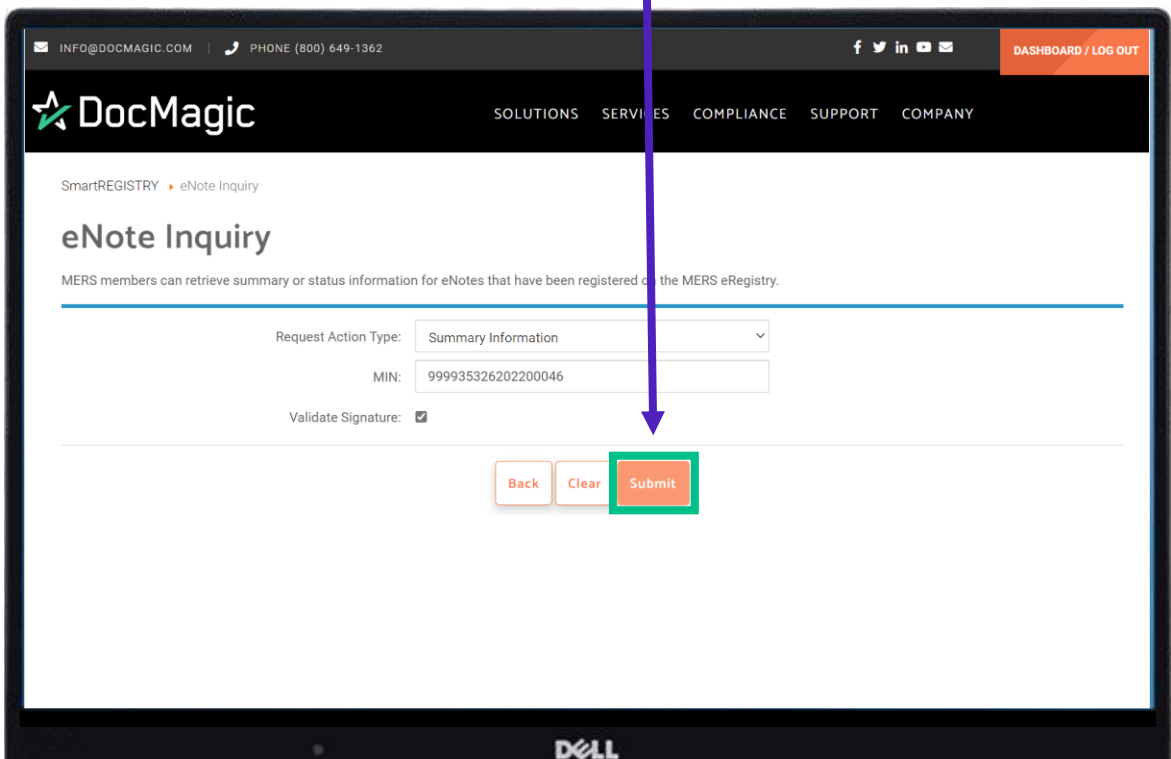
Validate Signature:

Back Clear Submit

This command asks MERS to compare the Tamper Seal on the eNote in the eVault to the eNote tamper Seal on the MERS eRegistry.



Hit Submit.



Information will populate below including the MIN, signature validation, registration date, and active status.

eNote Inquiry

MERS members can retrieve summary or status information for eNotes that have been registered on the MERS eRegistry.

Request Action Type: Summary Information

MIN: 999935326202200046

Validate Signature:

Back Clear Submit

MIN: 999935326202200046

| DOC TYPE | TAMPER SEAL DATE | LIEN PRIORITY TYPE | VAULT ID | ASSUMPTION | SIG VALIDATION | LOAN MOD | LOAN MOD TYPE |
|----------|------------------|--------------------|----------|------------|----------------|----------|---------------|
| | | | | | Y | | |

Registration Information

| REGISTRATION DATE | EVAULT IDENTIFIER | ACTIVE |
|----------------------|-------------------|--------|
| 2022-07-26T22:34:29Z | | Y |

"Y" means the signature validation matches.



If you scroll down to the Organizations section, you will see the master servicer, and other relevant information.

The screenshot displays the DocMagic web interface. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, COMPANY, and a DASHBOARD button. Below the navigation bar is a table with the following columns: TYPE, IDENTIFIER, and NAME. The first row is highlighted with a green border and contains the following data:

| TYPE | IDENTIFIER | NAME |
|-----------------|------------|--|
| Master Servicer | 9999353 | Document Systems Inc - Doc Magic - as Lender Two |

Below this table, there is a list of other roles: Subservicer, Delegatee for Transfers, Controller, Location, Registering, Secured Party, and Secured Party Delegatee. Further down, there is a section titled 'Borrowers' with a table that has columns for FIRST NAME, MIDDLE NAME, LAST NAME, and SUFFIX. The Dell logo is visible at the bottom of the screen.



Summary Information brings up some more data points.

eNote Inquiry
MERS members can retrieve summary or status information for eNotes that have been registered on the MERS eRegistry.

Request Action Type: Summary Information ▼
MIN: 999935326202200046
Validate Signature:

Back Clear Submit

MIN: 999935326202200046

| DOC TYPE | TAMPER SEAL DATE | LIEN PRIORITY TYPE | VAULT ID | ASSUMPTION | SIG VALIDATION | LOAN MOD | LOAN MOD TYPE |
|----------|----------------------|--------------------|----------|------------|----------------|----------|---------------|
| | 2022-07-26T15:34:25Z | | | N | Y | N | Other |

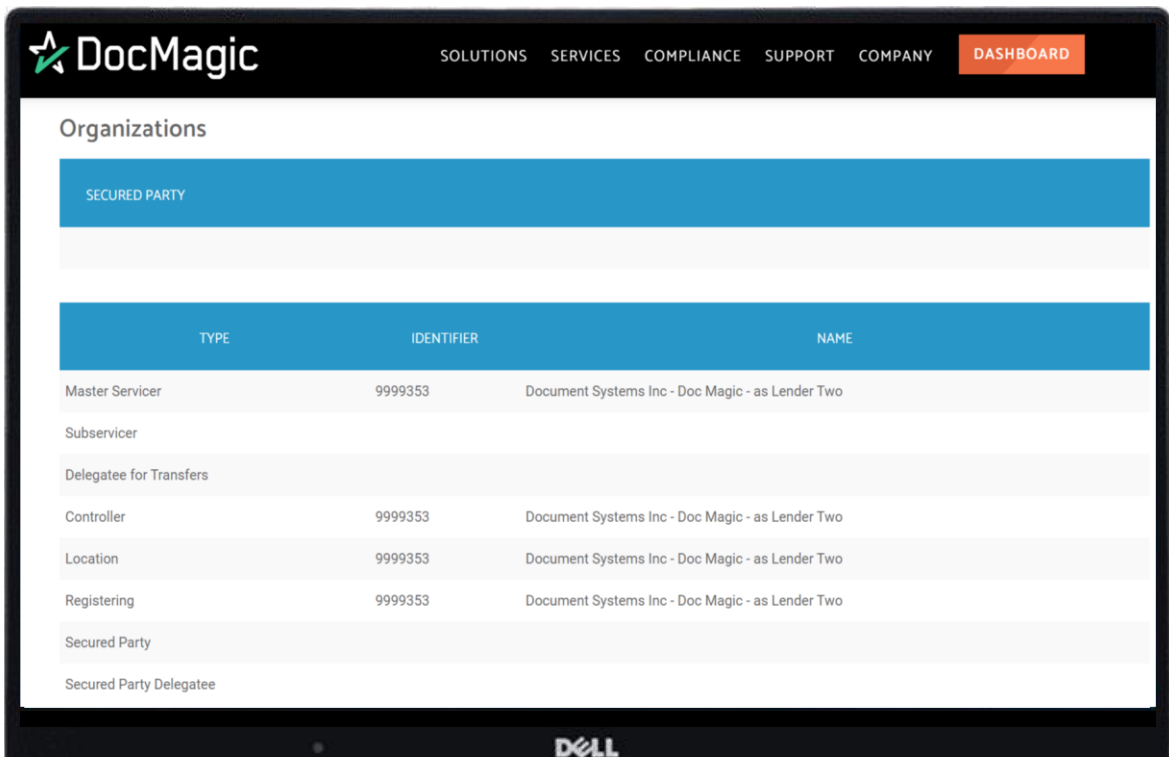
Registration Information

| REGISTRATION DATE | EVault IDENTIFIER | ACTIVE |
|----------------------|-------------------|--------|
| 2022-07-26T22:34:29Z | | Y |

For example, the tamper seal date is now present.



If you scroll down, you will find more information in the Organizations tab.



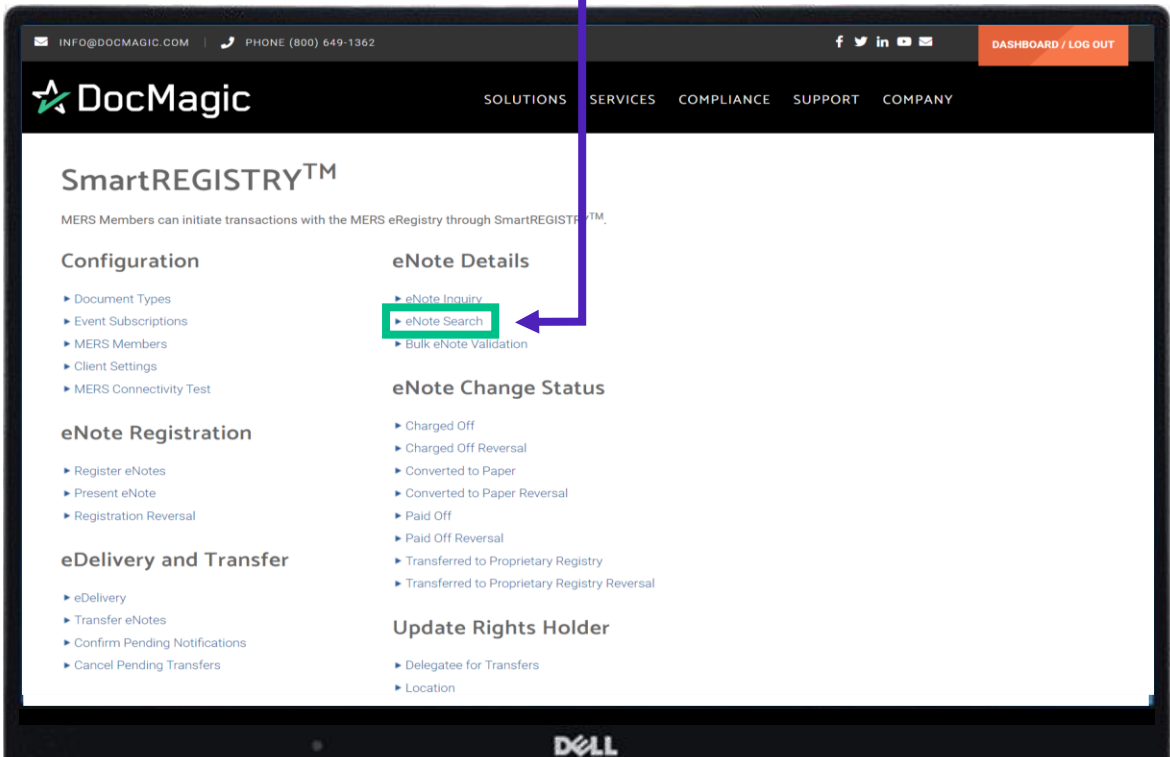
The screenshot shows the DocMagic web interface. The top navigation bar includes 'SOLUTIONS', 'SERVICES', 'COMPLIANCE', 'SUPPORT', 'COMPANY', and 'DASHBOARD'. The main content area is titled 'Organizations' and features a blue header for 'SECURED PARTY'. Below this is a table with columns for 'TYPE', 'IDENTIFIER', and 'NAME'. The table lists several roles, including Master Servicer, Subservicer, Delegatee for Transfers, Controller, Location, Registering, Secured Party, and Secured Party Delegatee, all associated with the identifier 9999353 and the name 'Document Systems Inc - Doc Magic - as Lender Two'.

| TYPE | IDENTIFIER | NAME |
|-------------------------|------------|--|
| Master Servicer | 9999353 | Document Systems Inc - Doc Magic - as Lender Two |
| Subservicer | | |
| Delegatee for Transfers | | |
| Controller | 9999353 | Document Systems Inc - Doc Magic - as Lender Two |
| Location | 9999353 | Document Systems Inc - Doc Magic - as Lender Two |
| Registering | 9999353 | Document Systems Inc - Doc Magic - as Lender Two |
| Secured Party | | |
| Secured Party Delegatee | | |

If your Org ID doesn't have Rights to the eNote you are Inquiring, then you will only get back the Master Servicer details.



Next, we are going to look at eNote Search.



eNote Search allows you to search in several ways. The first is *via the MIN*.

The screenshot shows the DocMagic SmartREGISTRY Search page. The header includes the DocMagic logo, navigation links (SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, COMPANY), and contact information (INFO@DOCMAGIC.COM, PHONE (800) 649-1362). The search page title is "SmartREGISTRY Search". The search form contains several fields: MIN (999935326202200046), Controller, Master Servicer, Secured Party, Delegatee for Transfers, Loan #, Borrower First Name, Received From, Location, Subservicer, Secured Party Delegatee, Client Loan Id, and Borrower Last Name. The Start Date is 07/01/2022 and the End Date is 08/01/2022. There are Back, Clear, and Search buttons at the bottom of the form.

The next is a set of dates.

We recommend that the start and end dates be no more than 90 days apart.



You can also search by Controller, if you wanted to see a list of MIN's under a certain Controller – whether that is yourself or another entity.

The screenshot shows the DocMagic SmartREGISTRY eNote Search interface. The 'Controller' dropdown menu is highlighted with a green box, and a blue arrow points from the text above to it. The interface includes a search bar, various dropdown menus for filters, and date pickers.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362 | f t in y e

DASHBOARD / LOG OUT

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

SmartREGISTRY > Search

Search

MIN: 999935326202200046

Received From: [Dropdown]

Controller: [Dropdown]

Location: [Dropdown]

Master Servicer: [Dropdown]

Subservicer: [Dropdown]

Secured Party: [Dropdown]

Secured Party Delegatee: [Dropdown]

Delegatee for Transfers: [Dropdown]

Loan #: [Text]

Client Loan Id: [Text]

Borrower First Name: [Text]

Borrower Last Name: [Text]

Start Date: 07/01/2022 [Calendar]

End Date: 08/01/2022 [Calendar]

Back Clear Search

DELL



Hit Search.

The screenshot shows the DocMagic eNote Search interface. The search form includes the following fields:

- MIN: 999935326202200046
- Controller: [Dropdown]
- Master Servicer: [Dropdown]
- Secured Party: [Dropdown]
- Delegatee for Transfers: [Dropdown]
- Loan #: [Text]
- Borrower First Name: [Text]
- Start Date: 07/01/2022
- Received From: [Dropdown]
- Location: [Dropdown]
- Subservicer: [Dropdown]
- Secured Party Delegatee: [Dropdown]
- Client Loan Id: [Text]
- Borrower Last Name: [Text]
- End Date: 08/01/2022

Buttons: Back, Clear, Search (highlighted).

Account #: 100SALES
Total Records: 1

| MIN | Control | Locati | Master | Subser | Secure | Secure | Delega | Loan # | Borrow | Update | Auth C | Regist | Note St | Inactiv | Inactiv | Sig Val | Active | Actio |
|--------------------|---------|---------|---------|--------|--------|--------|--------|-----------|----------|-----------|--------|-----------|-----------|---------|---------|---------|--------|-------|
| 999935326202200046 | 100 Sal | 100 Sal | 100 Sal | | | | | 777072... | JOHN ... | 07/26/... | Yes | 07/26/... | 07/26/... | | | Y | Yes | |

Your results will populate at the bottom. In this case, we only have one result because we entered in a MIN as a search parameter.



These three icons in the bottom right allow you to view the asset, edit the asset, or go to the MERS page to manage any of those types of transactions.

Account # 100SALES
Total records: 1

| ntroll:z | Locatio:z | Master :z | Subserv:z | Secured:z | Secured:z | Delegat:z | Loan # :z | Borrower:z | Updated:z | Auth Co:z | Register:z | Note Sig:z | Inactive:z | Inactivat:z | Sig Vali:z | Active | Acq:z |
|-------------|-------------|-------------|-----------|-----------|-----------|-----------|------------|------------|------------|-----------|------------|------------|------------|-------------|------------|--------|-------|
| 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770726... | JOHN S... | 07/26/2... | Yes | 07/26/2... | 07/26/2... | | | Y | Yes | |

Here you can see if the signature is valid and if the note is active. The rest of the row contains other information relevant to the note.



If you do a blank search, you'll pull up the entire eVault. Be sure to set a start and end date to not overload the system.

| MIN | Controllr | Locatio | Master | Subserv | Secured | Secured | Delegat | Loan # | Borrower | Updated | Auth Co | Register | Note Sig | Inactive % | Inactivat | Sig Vall | Active | Actions |
|---------------------|-------------|-------------|-------------|---------|---------|---------|---------|------------|-------------|------------|---------|------------|------------|------------|-----------|----------|--------|---------|
| 999935393966310726 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 1659396... | 1659396... | 08/01/2... | No | 08/01/2... | 08/01/2... | | | Y | Yes | |
| 999935393958622583 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 1659395... | 1659395... | 08/01/2... | No | 08/01/2... | 08/01/2... | | | Y | Yes | |
| 9999353939887622910 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 1659388... | 1659388... | 08/01/2... | No | 08/01/2... | 08/01/2... | | | Y | Yes | |
| 999935377071411453 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 7770714... | Roby Mo... | 07/28/2... | No | 07/28/2... | 07/28/2... | | | Y | Yes | |
| 999931277537327406 | | | 100ENO... | | | | | 1657753... | Felton S... | 07/28/2... | No | 07/13/2... | | | | Y | Yes | |
| 999931278225851947 | 100 Sale... | 100ENO... | 100ENO... | | | | | 1657822... | Felton S... | 07/28/2... | No | 07/14/2... | 07/14/2... | | | Y | Yes | |
| 99993538955496306 | 100ECL... | 100ECL... | 100 Sale... | | | | | 1658955... | 1658955... | 07/27/2... | No | 07/27/2... | 07/27/2... | | | Y | Yes | |
| 999935377072810240 | Fannie ... | Fannie ... | 100 Sale... | | | | | 7770728... | JOHN S... | 07/27/2... | No | 07/27/2... | 07/27/2... | | | Y | Yes | |
| 999930784215735801 | | | 100ECL... | | | | | 1658421... | Felton S... | 07/27/2... | No | 07/21/2... | | | | Y | Yes | |
| 999935326202200046 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770726... | JOHN S... | 07/26/2... | Yes | 07/26/2... | 07/26/2... | | | Y | Yes | |
| 999935388622880179 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658862... | 1658862... | 07/26/2... | Yes | 07/26/2... | 07/26/2... | | | Y | Yes | |
| 999935377072611598 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770726... | JOHN S... | 07/26/2... | Yes | 07/26/2... | 07/26/2... | | | Y | Yes | |
| 999931284390023155 | | | 100ENO... | | | | | 1658439... | Felton S... | 07/25/2... | No | 07/21/2... | | | | Y | Yes | |
| 999935377072511384 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770725... | JOHN S... | 07/25/2... | Yes | 07/25/2... | 07/25/2... | | | Y | Yes | |
| 999935377072511335 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770725... | JOHN S... | 07/25/2... | Yes | 07/25/2... | 07/25/2... | | | Y | Yes | |
| 999935385149613612 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658514... | 1658514... | 07/22/2... | Yes | 07/22/2... | 07/22/2... | | | Y | Yes | |
| 999935385149525956 | 100 Sale... | 100 Sale... | 100ECL... | | | | | 1658514... | 1658514... | 07/26/2... | Yes | 07/26/2... | 07/22/2... | | | Y | Yes | |
| 999935385149445551 | 100 Sale... | | | | | | | 1658514... | 1658514... | | No | | 07/22/2... | | | No | Yes | |
| 999935385082368505 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658508... | 1658508... | 07/22/2... | Yes | 07/22/2... | 07/22/2... | | | Y | Yes | |
| 99993538508228109 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658508... | 1658508... | 07/22/2... | Yes | 07/22/2... | 07/22/2... | | | Y | Yes | |

This allows you to see data for all your notes in one place and compare information.



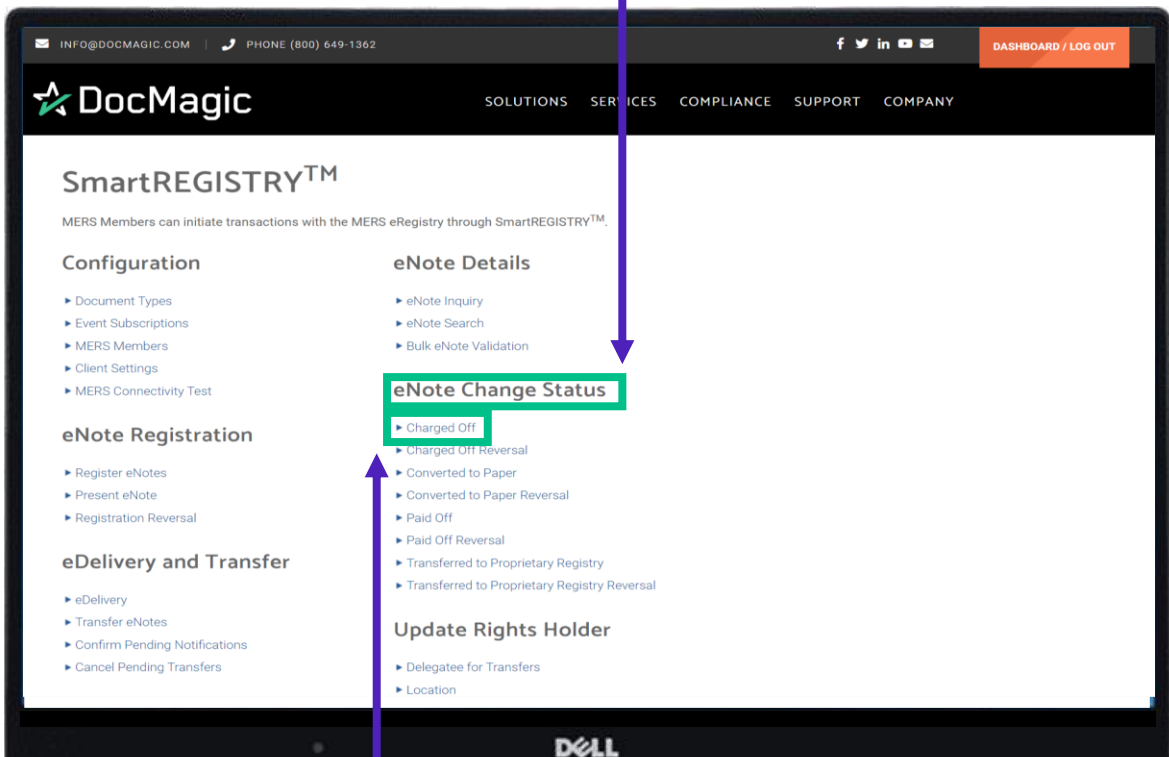
The hamburger button allows you to add filters to your search result or export the data in several file formats, including a CSV.

The screenshot displays the DocMagic SmartREGISTRY eNote Search interface. At the top, there is a navigation bar with 'DocMagic' logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT. Below the navigation bar, there are search filters for 'Start Date: 01/01/2022' and 'End Date: 08/01/2022', along with 'Back', 'Clear', and 'Search' buttons. The main area contains a data table with columns: MIN, Controllor, Location, Master, Subserv, Secured, Secured, Delegation, Loan #, Borrower, Updated, Auth Co, Register. A hamburger menu is open over the table, showing options: 'Clear all filters', 'Save Grid State', 'Export All to CSV', 'Export visible data as csv', 'Export visible data as excel', and 'Columns:'. The 'Columns' section is expanded, showing a list of columns with checkboxes: MIN, Loan #, Address, City, State, Zip, County, Loan Amount, Note Rate, and Origination Date. A blue arrow points from the text box to the hamburger menu button in the table header.

| MIN | Controllor | Location | Master | Subserv | Secured | Secured | Delegation | Loan # | Borrower | Updated | Auth Co | Register |
|---------------------|-------------|-------------|-------------|---------|---------|---------|------------|------------|-------------|------------|---------|------------|
| 999935393966310726 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 1659396... | 1659396... | 08/01/2... | No | 08/01/2... |
| 999935393958622583 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 1659395... | 1659395... | 08/01/2... | No | 08/01/2... |
| 9999353939887622910 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 1659388... | 1659388... | 08/01/2... | No | 08/01/2... |
| 999935377071411453 | 100 Sale... | 100ECL... | 100 Sale... | | | | | 7770714... | Roby Mo... | 07/28/2... | No | 07/28/2... |
| 999931277537327406 | | 100ENO... | | | | | | 1657753... | Felton S... | 07/28/2... | No | 07/13/2... |
| 999931278225851947 | 100 Sale... | 100ENO... | 100ENO... | | | | | 1657822... | Felton S... | 07/28/2... | No | 07/14/2... |
| 99993538955496306 | 100ECL... | 100ECL... | 100 Sale... | | | | | 1658955... | 1658955... | 07/27/2... | No | 07/27/2... |
| 999935377072810240 | Fannie ... | Fannie ... | 100 Sale... | | | | | 7770728... | JOHN S... | 07/27/2... | No | 07/27/2... |
| 999930784215735801 | | 100ECL... | | | | | | 1658421... | Felton S... | 07/27/2... | No | 07/21/2... |
| 999935326202200046 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770726... | JOHN S... | 07/26/2... | Yes | 07/26/2... |
| 999935388622880179 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658862... | 1658862... | 07/26/2... | Yes | 07/26/2... |
| 999935377072611598 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770726... | JOHN S... | 07/26/2... | Yes | 07/26/2... |
| 999931284390023155 | | 100ENO... | | | | | | 1658439... | Felton S... | 07/25/2... | No | 07/21/2... |
| 999935377072511384 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770725... | JOHN S... | 07/25/2... | Yes | 07/25/2... |
| 999935377072511335 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 7770725... | JOHN S... | 07/25/2... | Yes | 07/25/2... |
| 999935385149613612 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658514... | 1658514... | 07/22/2... | Yes | 07/22/2... |
| 999935385149525956 | 100 Sale... | 100 Sale... | 100ECL... | | | | | 1658514... | 1658514... | 07/26/2... | Yes | 07/26/2... |
| 999935385149445551 | 100 Sale... | | | | | | | 1658514... | 1658514... | | No | |
| 999935385082368505 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658508... | 1658508... | 07/22/2... | Yes | 07/22/2... |
| 99993538508228109 | 100 Sale... | 100 Sale... | 100 Sale... | | | | | 1658508... | 1658508... | 07/22/2... | Yes | 07/22/2... |



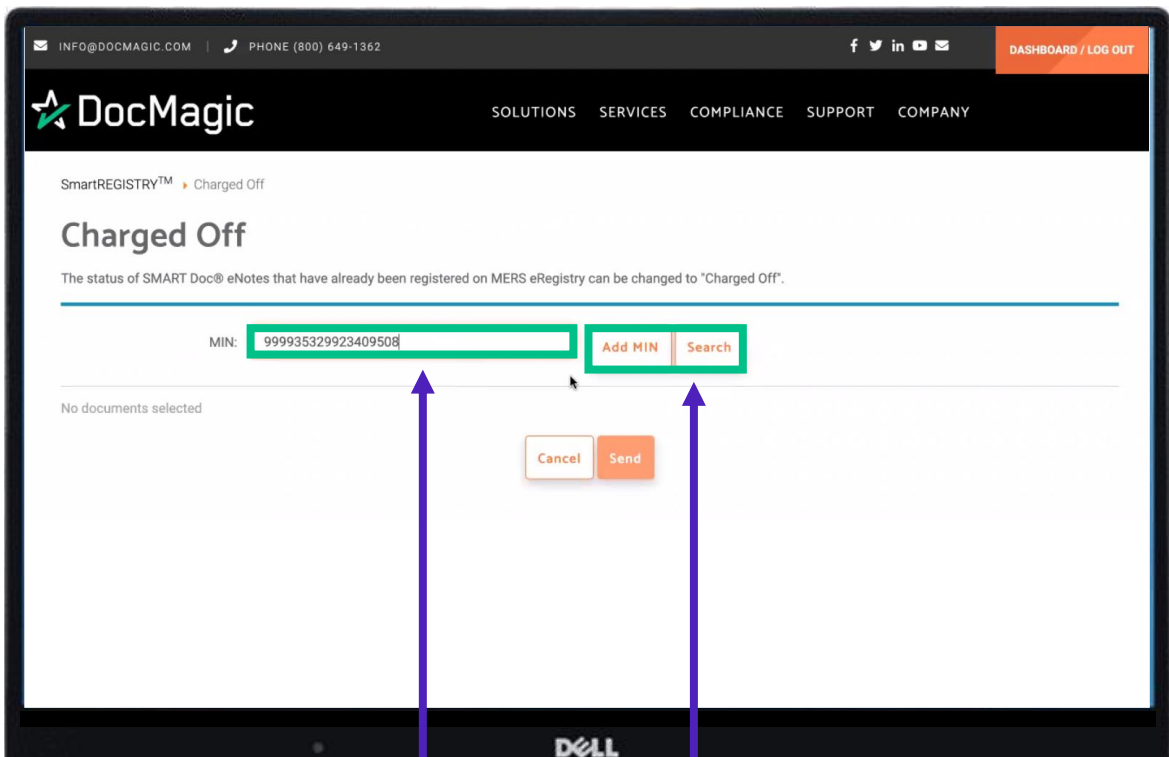
The eNote Change Status contains transactions related to the life of the loan. This is the timeline that begins when the loan is signed and ends when the loan gets paid off or sold to another entity.



All actions under eNote Change Status, including reversals, function the same way. As an example, we'll start by looking at the Charged Off section.



If the note is defaulted on, you can mark it here.



You'll start by typing or pasting the MIN, and then pressing Add MIN or Search.



If you hit search, this window will pop-up where you can enter in more details.

The screenshot displays the DocMagic SmartREGISTRY™ Charged Off search interface. The page header includes contact information (INFO@DOCMAGIC.COM, PHONE (800) 649-1362), social media icons, and a DASHBOARD / LOG OUT button. The main navigation menu lists SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. The search form is titled "Char eNote Document Search" and includes a "The status" dropdown. The form fields are: MIN (text input), Location (dropdown), Controller (dropdown), Master Servicer (dropdown), Subservicer (dropdown), Secured Party (dropdown), Secured Delegatee Party (dropdown), and Delegatee for Transfers (dropdown). At the bottom of the form are three buttons: Cancel, Clear, and Search. A purple arrow points to the Search button.

Enter your parameters, then hit Search.



Select the checkbox under Actions to choose a search result. *You may add multiple item to your request.* Hit Submit at the bottom when done.

eNote Document Search

MIN:

Location:

Controller:

Master Servicer:

Subservicer:

Secured Party:

Secured Delegatee Party:

Delegatee for Transfers:

| LOAN # | WORKSHEET | MIN | CONTROLLER | LOCATION | MASTER SERVICER | SUBSERVICER | SECURED PARTY | SECURED PARTY DELEGATEE | DELEGATEE FOR TRANSFERS | ACTIONS |
|-------------|-----------|--------------------|------------|------------|---------------------|-------------|---------------|-------------------------|-------------------------|-------------------------------------|
| 77703160301 | 3196 | 999935377031603017 | Fannie Mae | Fannie Mae | 100 Sales (9999353) | | | | | <input checked="" type="checkbox"/> |
| 77703160301 | 3196 | 999935377031603017 | Fannie Mae | Fannie Mae | 100 Sales (9999353) | | | | | <input checked="" type="checkbox"/> |
| 77703160301 | 3196 | 999935377031603017 | Fannie Mae | Fannie Mae | 100 Sales (9999353) | | | | | <input type="checkbox"/> |

If your search only yields one result, or if use the Add MIN function to add a MIN directly, you will skip this step.



Your selections will appear. You can Search again to add more items to your list.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY REQUEST A DEMO DASHBOARD / LOG OUT

SmartREGISTRY™ > Charged Off

Charged Off

The status of SMART Doc® eNotes that have already been registered on MERS eRegistry can be changed to "Charged Off".

MIN: Add MIN Search

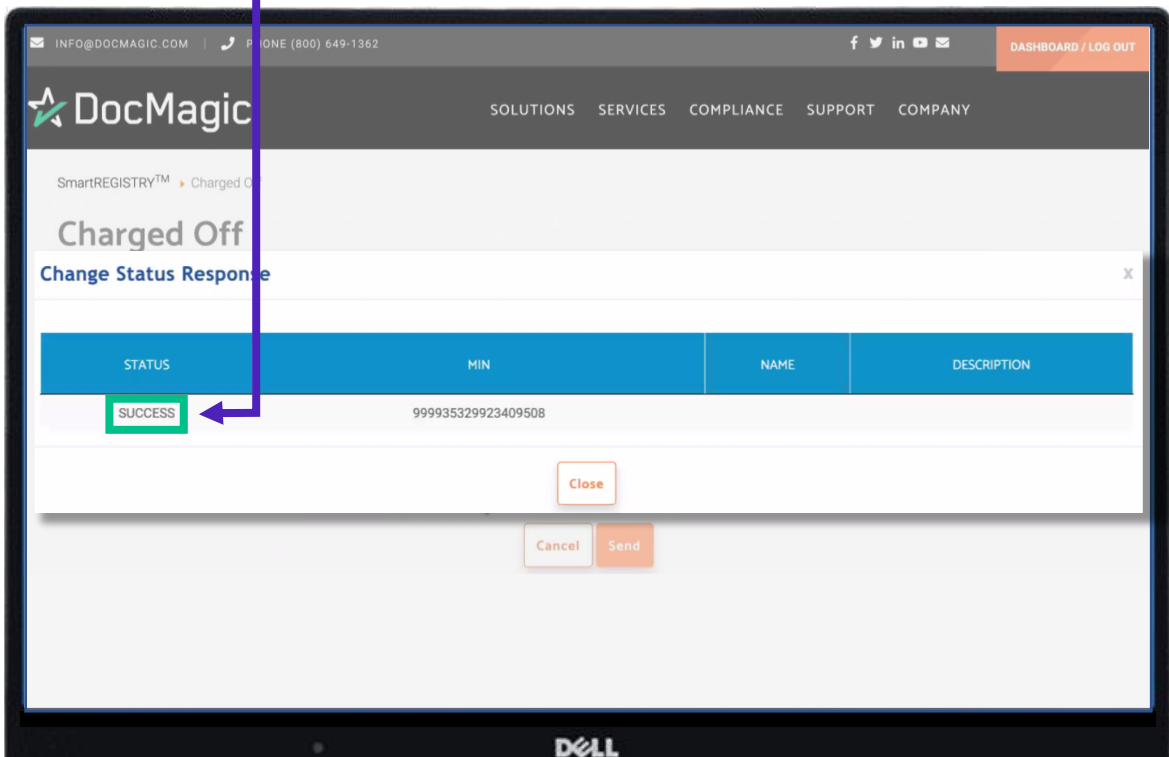
| LOAN | WORKSHEET # | MIN | CONTROLLER | LOCATION | MASTER SERVICER | ACTIONS |
|-------------|-------------|--------------------|------------|------------|---------------------|---------|
| 77703160301 | 3196 | 999935377031603017 | Fannie Mae | Fannie Mae | 100 Sales (9999353) | |
| 77703160301 | 3196 | 999935377031603017 | Fannie Mae | Fannie Mae | 100 Sales (9999353) | |

Cancel Send

Click "Send" to submit your request.



A window will appear. If the Status shows as Success, then the note is marked as a Charged Off.



It will also show as Charged Off on the MERS eRegistry page.

The screenshot displays the MERS eRegistry interface within the DocMagic application. The page title is "MERS eRegistry" with an account number of 193355. The "Details" section includes:

| | | | |
|--------------------|-------------|---------------------|------------|
| MIN # | Loan # | Borrower | Created |
| 999935329923409508 | 06092022012 | BORROWER ONE SAMPLE | 06/08/2022 |

The "eNotes" section shows:

| | | | |
|-------------|--------------------|----------------------|-------------|
| Active | Authoritative Copy | Registered | Note Signed |
| No | No | 06/08/2022 | 06/08/2022 |
| Inactivated | Inactivated Status | Signature Validation | Assumption |
| 09/16/2022 | ChargedOff | Y | N |

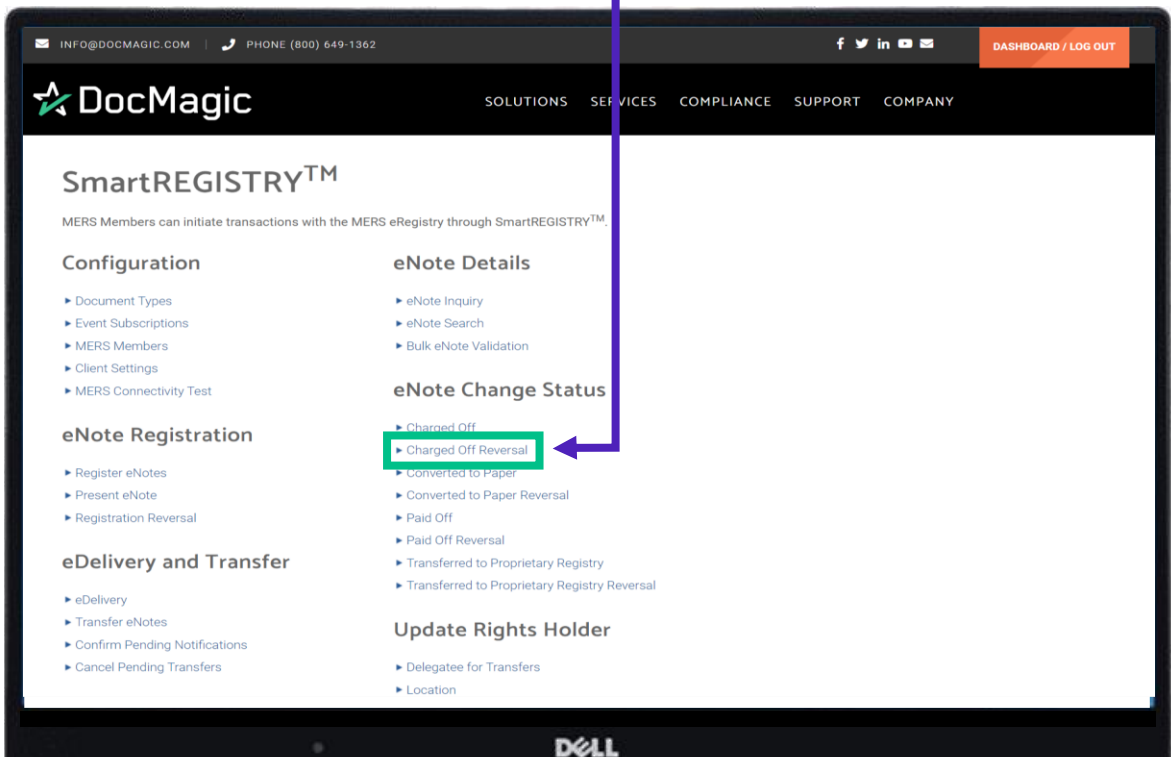
The "Rights Holders" section is currently active, showing:

| | | | |
|------------|---------------|-------------------------|-------------------------|
| Controller | Location | Master Servicer | Subservicer |
| Fannie Mae | Fannie Mae | Greater Nevada LLC | |
| Updated | Secured Party | Secured Party Delegatee | Delegatee for Transfers |
| 09/16/2022 | | | |

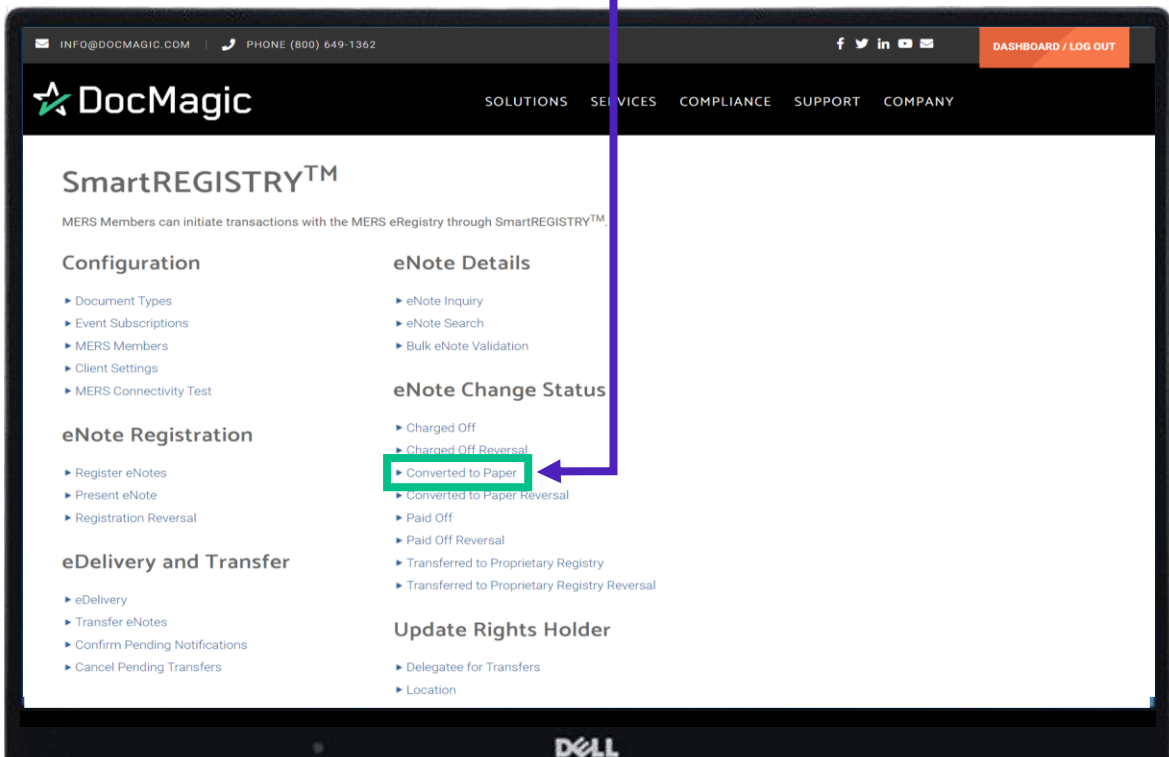
A red box highlights the "Inactivated Status ChargedOff" text in the eNotes section, with a red arrow pointing from the text above to it.



Go to Charged Off Reversal to undo the action.



Click "Converted to Paper" to turn an eNote into a paper note.



This works the same way as Charged Off.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362 | f t in v e | DASHBOARD / LOG OUT

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

SmartREGISTRY™ > Converted To Paper

Converted To Paper

The status of SMART Doc® eNotes that have already been registered on MERS eRegistry can be changed to "Converted To Paper".

MIN:

| LOAN | WORKSHEET # | MIN | CONTROLLER | LOCATION | MASTER SERVICER | ACTIONS |
|---------------|---------------|--------------------|---------------------|---------------------|---------------------|---------|
| 1662992340950 | 1662992340950 | 999935329923409508 | 100 Sales (9999353) | 100 Sales (9999353) | 100 Sales (9999353) | |

DELL

After you complete this action, there will no longer be a valid authoritative electronic copy of the note, the authoritative copy will be physical.



If you run an eNote Inquiry on the newly converted note, "Paper" will show up under Loan Mod Type.

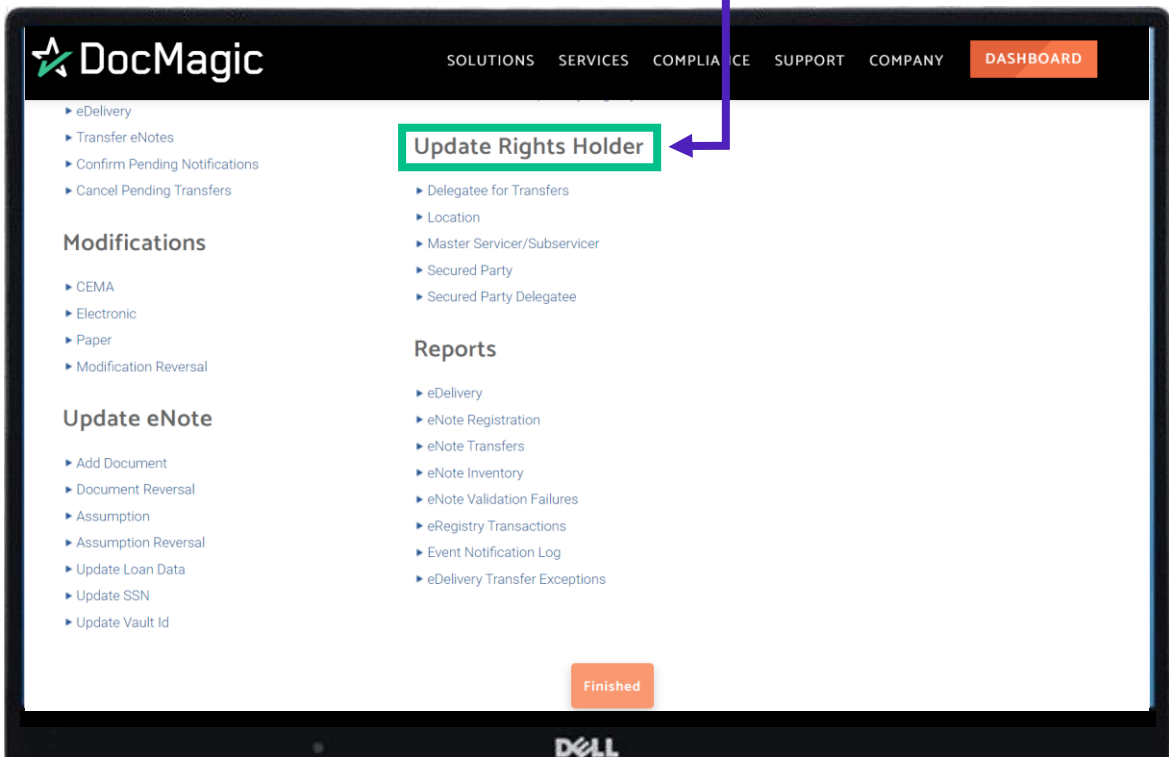
The screenshot displays the 'eNote Inquiry' interface. At the top, it states: 'MERS members can retrieve summary or status information for eNotes that have been registered on the MERS eRegistry.' Below this, there is a form with the following fields: 'Request Action Type' set to 'Summary Information', 'MIN:' with the value '999935329923409508', and a checked 'Validate Signature' checkbox. Three buttons labeled 'Back', 'Clear', and 'Submit' are positioned below the form. A search bar below the buttons contains the same MIN value. The main data area features a table with the following columns: DOC TYPE, TAMPER SEAL DATE, LIEN PRIORITY TYPE, VAULT ID, ASSUMPTION, SIG VALIDATION, LOAN MOD, and LOAN MOD TYPE. The first row of data shows: 2022-07-26T15:34:25Z, N, Y, N, and 'Paper' (highlighted with a green box). Below the table is a 'Registration Information' section with columns: REGISTRATION DATE, EVAULT IDENTIFIER, and ACTIVE. The first row shows: 2022-07-26T22:34:29Z and Y. A purple arrow points from the text box above to the 'Paper' cell in the table.

| DOC TYPE | TAMPER SEAL DATE | LIEN PRIORITY TYPE | VAULT ID | ASSUMPTION | SIG VALIDATION | LOAN MOD | LOAN MOD TYPE |
|----------|----------------------|--------------------|----------|------------|----------------|----------|---------------|
| | 2022-07-26T15:34:25Z | | | N | Y | N | Paper |

| REGISTRATION DATE | EVAULT IDENTIFIER | ACTIVE |
|----------------------|-------------------|--------|
| 2022-07-26T22:34:29Z | | Y |



Next, we'll look at Update Rights Holder.



You must have the correct permissions on MERS to update the Rights Holders.

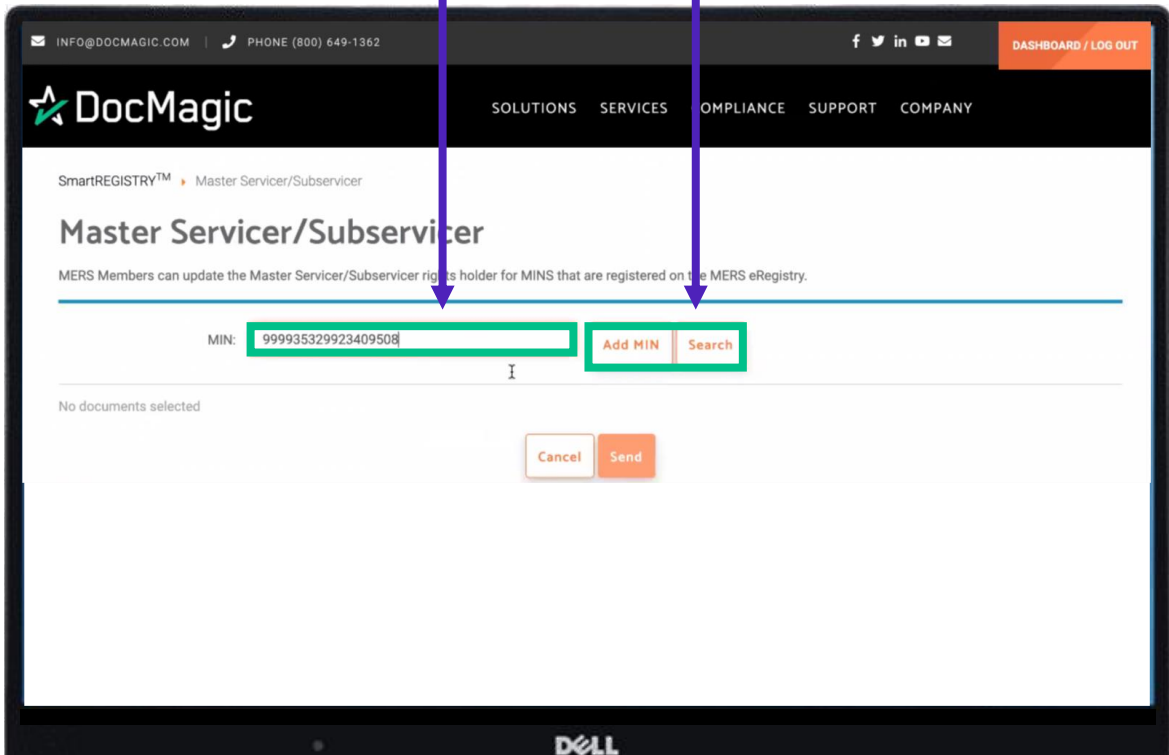


Updating each rights holder in SmartREGISTRY is the same. As an example, we'll update the Master Servicer.

The screenshot displays the DocMagic web application interface. At the top, the DocMagic logo is on the left, and navigation links for SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, COMPANY, and DASHBOARD are on the right. The main content area is titled 'Update Rights Holder' and contains three sections: 'Update Rights Holder', 'Modifications', and 'Update eNote'. The 'Update Rights Holder' section has a sub-menu with 'Master Servicer/Subservicer' highlighted in a green box. A blue arrow points from the text box above to this highlighted item. The 'Modifications' section lists options like CEMA, Electronic, Paper, and Modification Reversal. The 'Update eNote' section lists options like Add Document, Document Reversal, Assumption, Assumption Reversal, Update Loan Data, Update SSN, and Update Vault Id. The 'Reports' section lists various reports such as eDelivery, eNote Registration, eNote Transfers, eNote Inventory, eNote Validation Failures, eRegistry Transactions, Event Notification Log, and eDelivery Transfer Exceptions. At the bottom center, there is an orange 'Finished' button. The Dell logo is visible at the very bottom of the screen.



You'll start by typing or pasting the MIN, and then pressing Add MIN or Search.



Click on the dropdown menu for the MIN that needs to be updated and select the Location. In this case we only have one result from our search because we entered an exact MIN.

The screenshot displays the DocMagic SmartREGISTRY interface for updating Master Servicer/Subservicer information. The page includes a search bar for the MIN, a table of results, and a 'Send' button to confirm the update. A green box highlights the 'Send' button, and a purple arrow points from the text above to the dropdown menu in the table.

| MIN | NAME | UPDATE MASTER SERVICER | EDELIVER | SUBSERVICER | REMOVE SUBSERVICER |
|--------------------|---|------------------------|--------------------------|--------------------------|--------------------------|
| 999935329923409508 | MULTISTATE_FIXED_RATE_ELECTRONIC_NOTE.xml | 100 Sales (9999353) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Hit Send.



Click on the dropdown menu for the MIN that needs to be updated and select the Location. In this case we only have one result from our search because we entered an exact MIN.

The screenshot displays the DocMagic SmartREGISTRY™ interface for managing Master Servicer/Subservicer rights. At the top, there is a navigation bar with the DocMagic logo and menu items: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. Below this, the page title is 'Master Servicer/Subservicer'. A search bar is present with a 'MIN:' label, an 'Add MIN' button, and a 'Search' button. The main content area features a table with the following columns: MIN, NAME, UPDATE MASTER SERVICER, EDELIVER, SUBSERVICER, and REMOVE SUBSERVICER. A single row is displayed with the MIN '999935329923409508' and NAME 'MULTISTATE_FIXED_RATE_ELECTRONIC_NOTE.xml'. The 'UPDATE MASTER SERVICER' column for this row has a dropdown menu open, showing '100 Sales (9999353)'. The 'EDELIVER' column has a checkbox that is currently unchecked. Below the table, there are 'Cancel' and 'Send' buttons. At the bottom of the page, there are links for 'Useful Links', 'Company', and 'Support', and a DELL logo.

You have the option of eDelivering the note if you want to.



By default, there is no Subservicer. But if there was a Subservicer, you would see it listed below. You would have the option to remove the Subservicer by unchecking the box to the right.

INFO@DOCMAGIC.COM | PHONE (800) 649-1362

f t in

DASHBOARD / LOG OUT

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

SmartREGISTRY™ Master Servicer/Subservicer

Master Servicer/Subservicer

MERS Members can update the Master Servicer/Subservicer rights holder for MINS that are registered on the MERS eRegistry.

MIN:

| MIN | NAME | UPDATE MASTER SERVICER | EDELIVER | SUBSERVICER | REMOVE SUBSERVICER |
|--------------------|---|------------------------|--------------------------|--------------------------|--------------------------|
| 999935329923409508 | MULTISTATE_FIXED_RATE_ELECTRONIC_NOTE.xml | 100 Sales (9999353) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

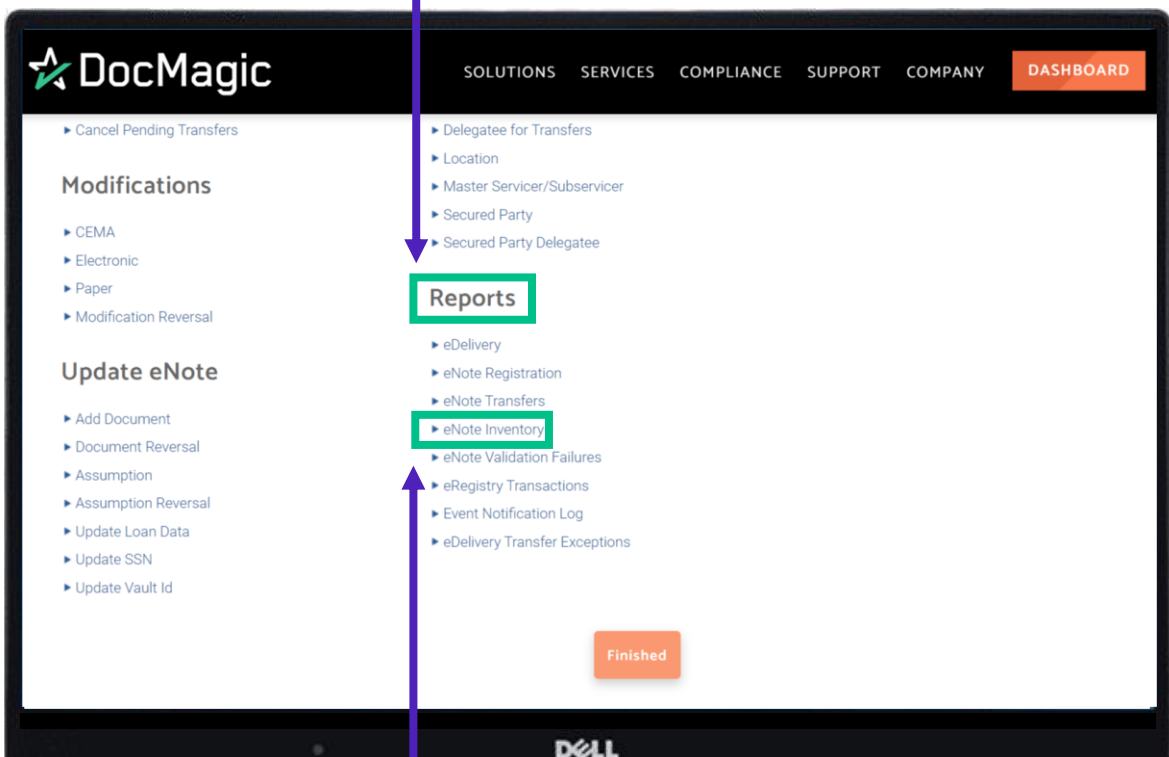
Useful Links Company Support

DELL

Hit Send.



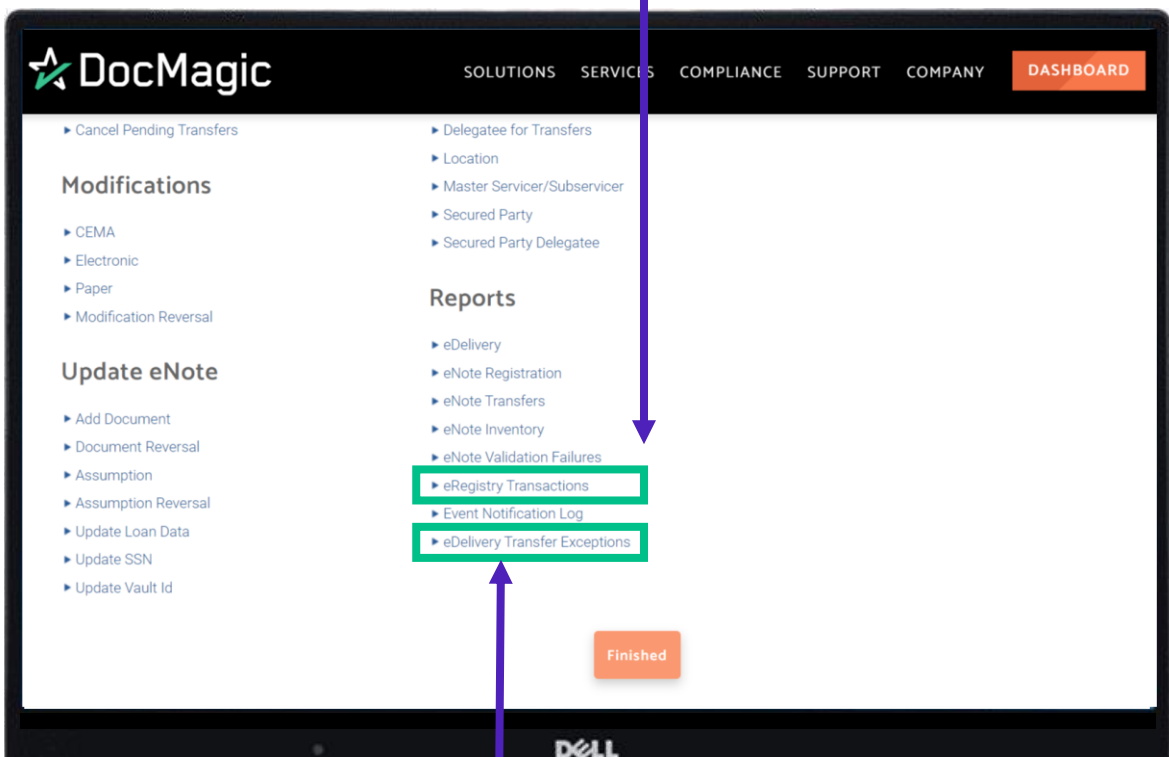
Reports can be found at the bottom of the page.



The eNote Inventory Report will give you a holistic look at all the eNotes in your vault.



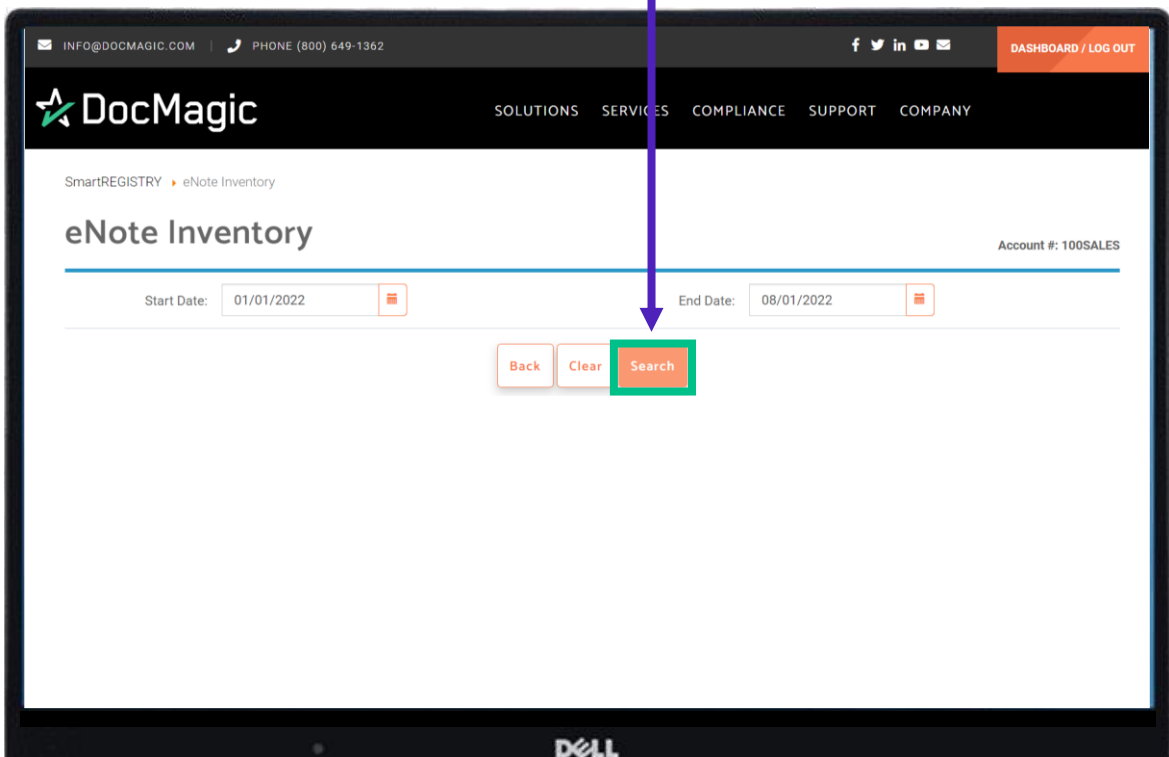
The eRegistry Transactions will give you a holistic look at all events that have happened in the eVault within a certain period.



The eDelivery Transfer Exceptions shows a list of failed transaction.



Click on the report you want to run. Select a Start and End date then click Search.



The result looks something like the eNote search.

The screenshot displays the 'eNote Inventory' page in the SmartREGISTRY application. At the top, there is a navigation bar with the DocMagic logo and contact information. Below this, the page title 'eNote Inventory' is visible. The main content area features a table with columns for MIN, Loan #, Address, City, State, Zip, County, and Loan Amount. A dropdown menu is open on the right side of the table, providing options such as 'Clear all filters', 'Save Grid State', 'Export All to CSV', 'Export visible data as csv', 'Export visible data as excel', and a 'Columns:' section with checkboxes for various data fields like MIN, Loan #, Address, City, State, Zip, County, Loan Amount, Note Rate, and Origination Date. A blue arrow points from a text box below to the three-line menu icon in the top right corner of the table.

| MIN | Loan # | Address | City | State | Zip | County | Loan Amount |
|--------------------|----------------|-------------------------|------------|-------|-------|-------------|----------------|
| 999935377121708106 | 777012170810 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935377010610116 | 77701061011 | 456 MADISON AVE | MONTEBELLO | NC | 90640 | LOS ANGELES | \$162,000.00 |
| 999935377010611510 | 77701061151 | 456 MADISON AVE | MONTEBELLO | NC | 90640 | LOS ANGELES | \$162,000.00 |
| 999935377011014052 | 77701101405 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935311202200030 | 011120220003 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935311202000026 | 777011202000 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935377011818007 | 77701181800 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935377011811143 | 77701181114 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999931225373091537 | 16425373091... | 1642537309153 Pro... | Torrance | CA | 90501 | Los Angeles | \$162,000.00 |
| 999935377011813040 | 77701181304 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935377011911042 | 77701191104 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935377011914590 | 77701191459 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999931227007183631 | 16427007183... | 1642700718363 Pro... | Torrance | CA | 90501 | Los Angeles | \$162,000.00 |
| 999931700193693548 | jNote 3501e | 320 W 21st Street Ap... | New York | NY | 10011 | New York | \$2,500,000.00 |
| 999935312420220016 | 01242022001 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935312420220024 | 01242022002 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935312420220032 | 01242022003 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999931231285910178 | 16431285910... | 1643128591017 Pro... | Torrance | CA | 90501 | Los Angeles | \$162,000.00 |
| 999935377012709049 | 77701270904 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |
| 999935377012709098 | 77701270909 | 935 WILLOW STREET | BURLINGTON | NJ | 08016 | BURLINGTON | \$162,000.00 |

Click on the three lines in the top right of the search results to bring up export options and filters (operated by clicking the check marks). Note that this includes the option to export to a CSV.

