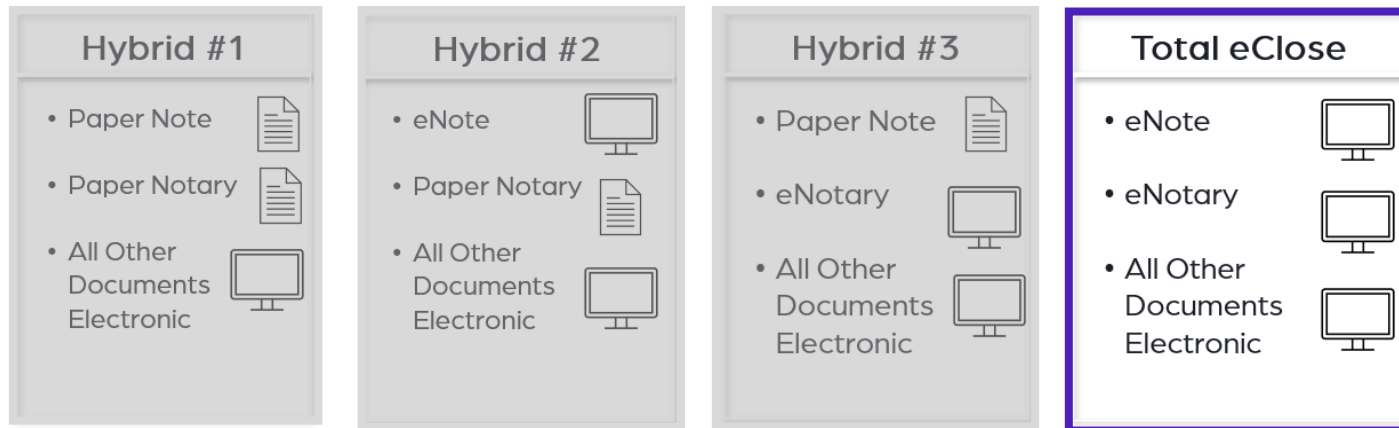


Total eClose for Lenders

Total eClose for Lenders

Total eClose Overview



Total eClose:

- eNote
- eNotary
- All other Documents Electronic

Lender Role:

- The lender initiates and monitors the eClose transaction while the Settlement Agent, Borrower, and Notary complete the remaining activities.

Processing Closing Documents in Your LOS

DocMagic - John Smith (#11)

File Edit Services Tools Help

Open Save New Copy Import Data Capture Audit Details APR Sect32 Impound Process View Email Appraisal UCD Collaboration eSign LoanMagic Portal

General Borrowers/Sellers Property Terms Providers/Liens Charges/Fees Prepays/Impounds Underwriting Closing Summaries

General Information

Loan Stage: **CLOSING** (indicated by a purple arrow)

Loan Program: ALL FIXED LOANS (DSI_CONV) Add

Alternate Lender Add

Transfer To

Broker Name Channel: RETAIL

Origination: LENDER

Loan Rep Branch

Loan Type: CONVENTIONAL ☐ Business Use

Loan Purpose: PURCHASE ☐ Same Lender

Type Program

Lien Position: FIRST ☐ Simultaneous?

Loan Number: 616081926001 MERS #

MIC / Agency # Section Case # Assigned 31

Loan Identifiers

Dates & Times

Application Date: 05/18/2026 31

Pre-Z Send Date: 05/18/2026 31

Estimate Issue Date: 08/18/2026 31

Est. Available Through: 08/29/2026 31 1:00 AM PT

Intent to Proceed Date: 31

Rate Lock Date: 31 Days

Rate Available Thru: 31

Lock Days Prior to Close: Last Disc. APR

CD/Re-disc Date/Method: 31

CD/Re-disc Rec'd Date: 31

Document Date: 08/20/2026 31

Closing Date: 08/20/2026 31

Signing Date: 31

Cancel Date: 31

Disbursement Date: 08/21/2026 31

Press to Open the selected Worksheet.

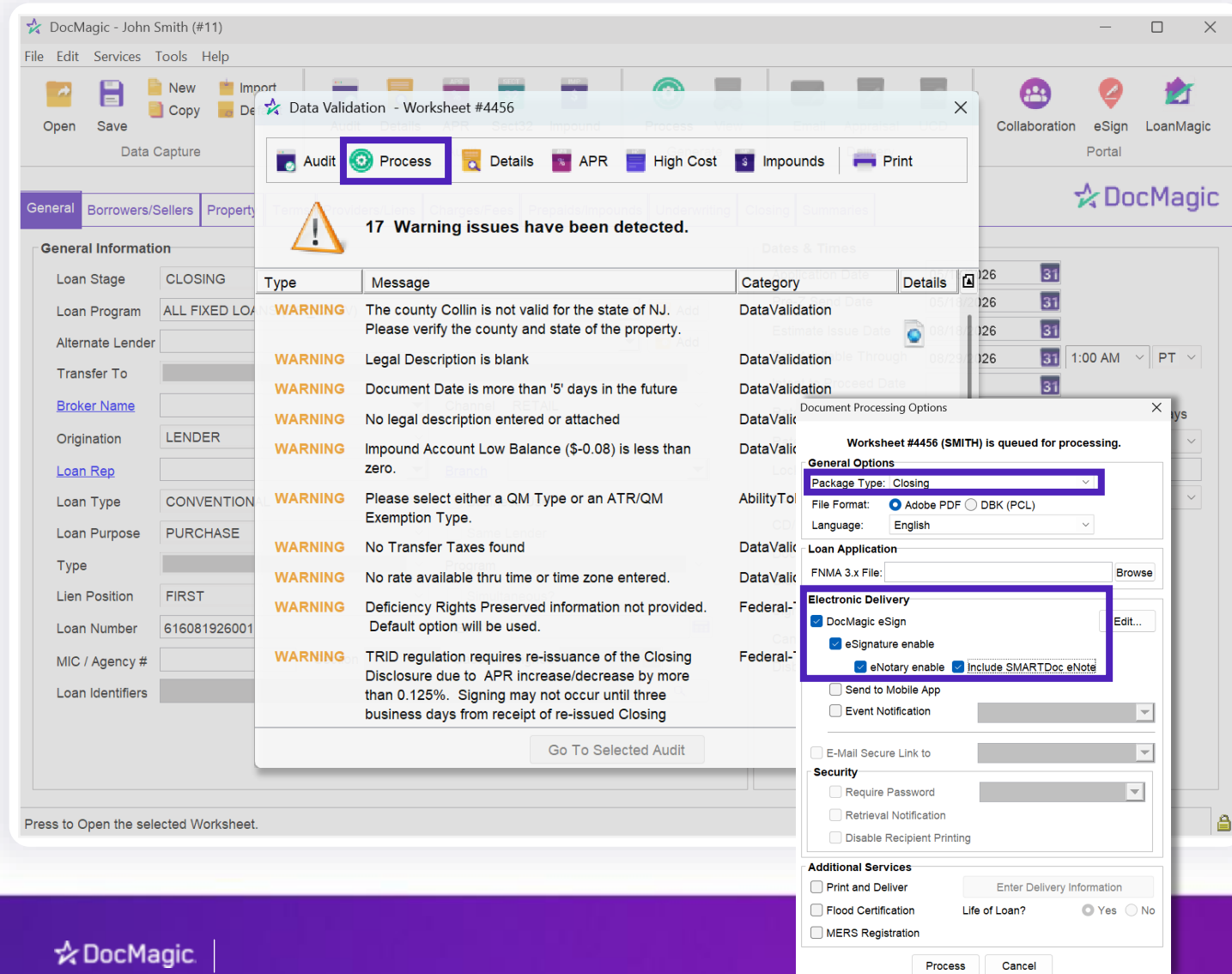
Getting Started:

- Start by processing a Closing Package in your LOS or DocMagic Online.

For DocMagic Online:

- Choose "Closing" from the Loan Stage.
- Review loan information prior to processing.

Processing Documents – Total eClose



Process the document set:

- Choose “Closing” for Package Type.
- Select all four Electronic Delivery boxes for Total eClose
- Emails will go out to participants once the package is processed.
- If your integrated LOS supports generating closing packages, you do not need to go to DMO to generate a closing package.
- For detailed instructions on how to process a Closing package from your LOS, please visit our [Product Training Page](#).

Lender eSign Console

eSign Console - Andrea Carlson

Scheduler

Monitoring

Accounts

eSign Requests

Create Request

Search

Account

Active Requests

Showing 1 - 18 of 18

1

Show: 50

Loan #	Signer	Status	Ver	Created	CS	IS	RESPA	PDF	Archive
Document Set	Email	Worksheet #							
777082520260002 Closing Documents	John Smith (+4) aland@docmagic.com	Consented 17	2	8/25/26 5:11 PM					
777082420260001 Adverse Action/Denial	John Smith (+2) aland@docmagic.com	New 16	1	8/24/26 11:31 AM					
777082420260001 Initial Disclosure	John Smith (+2) aland@docmagic.com	Consented 15	2	8/24/26 11:20 AM					
777082120260001 Initial Disclosure	John Smith (+1) aland@docmagic.com	Signed 14	1	8/21/26 1:40 PM					
777082120260001 Closing Documents	John Smith (+1) aland@docmagic.com	New 14	1	8/21/26 1:21 PM					
777081920260001 Closing Documents	John Smith (+4) aland@docmagic.com	Signed 12	1	8/19/26 5:19 PM					
616081926001 Closing Documents	John Smith (+2) acarlson@docmagic.com	New 11	1	8/19/26 12:22 PM					
616081926001 Closing Disclosure Documents	John Smith (+2) acarlson@docmagic.com	New 11	1	8/19/26 10:27 AM					
777081820260008 Closing Documents	John Smith (+2) aland@docmagic.com	New 10	1	8/18/26 3:21 PM					
777081820260001 Closing Documents	John Smith (+4) aland@docmagic.com	Signed 8	1	8/18/26 9:42 AM					
777081720260001 Initial Disclosure	John Smith (+2) aland@docmagic.com	Printed 7	1	8/17/26 12:05 PM					
77781220261111 Closing Documents	John Smith (+2) aland@docmagic.com	New	1	8/12/26 2:29 PM					
777081120260003 Closing Documents	John Smith (+4) aland@docmagic.com	In Progress 6	1	8/12/26 11:23 AM					
777081120260003 Closing Documents	John Smith (+2) aland@docmagic.com	Signed 5	1	8/12/26 11:10 AM					
777081120260003 Closing Documents	John Smith (+4) aland@docmagic.com	New 4	1	8/11/26 11:16 AM					
777081120260002 Closing Documents	John Smith (+4) aland@docmagic.com	New 3	1	8/11/26 10:36 AM					

Monitor the Transaction:

- Lenders can monitor the activity of the Settlement Agent and Borrower in the [eSign Console](#).
- Once the package is created, it will be at the top of the eSign Console.

Lender eSign Console

eSign Console - Andrea Carlson

SchedulerMonitoringAccountseSign RequestsCreate RequestSearchAccount

Loan #: 616081926001

Primary Name: John Smith

Type: EClosing

Package Id: 1691769

Worksheet #: 11 (Version : 1)

Closing Date: 8/20/26

Lender: Andrea Carlson

DocMagic Test Lender (100TRAINING)

acarlson@docmagic.com

8006491362

Status: New (Active)

Documents: 37 (109 total pages)

Signers: 3

Expires: N/A (Requires: Primary)

Signatures: Y (Ink Sign)

DetailsDocumentsDocuments ReceivedEMailsVersions

Preview Mode - On

Participants

#	Name/Email	Role	Created	Started	Consented	Viewed	Completed	Declined	Links
1	John Smith aland@docmagic.com	Borrower	8/19/26 12:22 PM						Send Email Preview Documents
2	Sandy Smith aland@docmagic.com	Borrower	8/19/26 12:22 PM						Send Email Preview Documents
4	Byron Oden acarlson@docmagic.com	Settlement Agent	8/19/26 12:22 PM						Send Email Agent Portal

Action Log

Date	User	IP Address	Description
8/19/26 12:22 PM	System User		eSign event created and expires on 08/20/2026
8/19/26 12:22 PM	System User		Preview Mode enabled until 08/20/2026
8/19/26 12:22 PM	John Smith		Invitation sent to aland@docmagic.com
8/19/26 12:22 PM	Sandy Smith		Invitation sent to aland@docmagic.com
8/19/26 12:22 PM	Byron Oden		Invitation sent to acarlson@docmagic.com

Add Internal Note

Cancel RequestDelete Request

Monitor the Transaction:

- Participant emails go out as soon as you process the package, but reminders can be sent using "Send Email".
- Preview Mode stays on until Midnight Hawaii time of the closing date, but you can toggle it off here.
- The Lender can also access the Settlement Agent Portal from their [eSign Console](#).
- You can check the signing progress for each participant, as their tasks and statuses are time stamped.

Lender eSign Console

eSign Console - Andrea Carlson

SchedulerMonitoringAccountseSign RequestsCreate RequestSearchAccount

DetailsDocumentsDocuments ReceivedEMailsVersions

Documents

Document Name	ClickSign	Page(s)	Mark(s)	Signer(s)	Completed	Sigreq	Document Id Document Id	Filename	Delete	Operation
1 Evidence of Joint Application	✓	1	2	2			10063804 10087317	eoja.msc.xml		
2 New Jersey Addendum to Residential Mortgage Loan Application	✓	1	4	1			10063805 10087318	njarmia.msc.xml		
3 New Jersey Addendum to Residential Mortgage Loan Application	✓	1	4	1			10063806 10087319	njarmia.msc.xml		
4 Uniform Residential Loan Application	✓	8	7	1			10063807 10087320	1003.ltr.xml		
5 Uniform Residential Loan Application	✓	8	7	1			10063808 10087321	1003.ltr.xml		
6 Multistate Fixed Rate Note	✓	5	2	2			10063809 10087322	us3200.not-sd.ftl		
7 New Jersey Mortgage (MERS)	✓	19	20	4			10063810 10087323	nj3031.mzm.xml		
8 General Closing Instructions	✓	2	2	1			10063811 10087324	gci.msc.xml		
9 Specific Closing Instructions	✓	4	7	3			10063812 10087325	sci.msc.xml		
10 Borrower's Certification, Authorization and Consent	✓	2	1	1			10063813 10087326	bcac.msc.xml		
11 Borrower's Certification, Authorization and Consent	✓	2	1	1			10063814 10087327	bcac.msc.xml		
12 Certificate of Loans to One Borrower	✓	2	15	2			10063815 10087328	collob.msc.xml		
13 Hazard Insurance Authorization and Requirements	✓	2	2	2			10063816 10087329	hazard8.lsr.xml		
14 IVES Request for Transcript of Tax Return	✓	2	3	1			10063817 10087330	4506c.msc-alt.xml		
15 IVES Request for Transcript of Tax Return	✓	2	3	1			10063818 10087331	4506c.msc-alt.xml		
16 W9 - Payers Request for Taxpayer ID	✓	6	1	1			10063819 10087332	w9.msc.xml		
17 W9 - Payers Request for Taxpayer ID	✓	6	1	1			10063820 10087333	w9.msc.xml		
18 Acknowledgment of Receipt of Appraisal Report	✓	1	2	2			10063821 10087334	arar2.msc.xml		
19 Closing Disclosure	✓	6	2	2			10063822 10087335	cd.dsc.xml		
20 Compliance Agreement	✓	3	20	4			10063823 10087336	comp.lsr.xml		
21 Customer Identification Verification	✓	2	71	1			10063824 10087337	civ.msc-notary.xml		
22 Customer Identification Verification	✓	2	71	1			10063825 10087338	civ.msc-notary.xml		
23 Federal Equal Credit Opportunity Act Notice (ECOA)	✓	1	2	2			10063826 10087339	ecoa.lsr.xml		
24 Impound Authorization	✓	2	4	2			10063827 10087340	ia.msc.xml		
25 Initial Escrow Account Disclosure Statement	✓	2	2	2			10063828 10087341	ieads.msc.xml		
26 New Jersey Choice of Insurance Notice	✓	1	2	2			10063829 10087342	njcoin.msc.xml		

Documents Tab:

- Click-signed Documents, are reviewed in the Documents Tab.

Settlement Agent Process

DocMagic

eClose Console (Settlement Agent)

Byron

LOAN

Loan #: 61600081026

Primary Borrower: John Smith

Type: EClosing

Package ID: 1682870

Worksheet #: 4456 (Version: 1)

LENDER

Company: DSI TEST LENDER (SALES)

Contact: Andrea Carlson

Email: acarlson@docmagic.com

Phone: (800) 649-1362

COUNTDOWN TO CLOSING

DAYS

21

HOURS

-

MINUTES

-

SECONDS

-

Date: Aug 31, 2026 Time: TBD

Edit

Details

eJournal

Action Log

Ready to Close

Signers (3)

Assign Notary

#	Signer Name / Email	Role	Notary Name / Email	Notary Type / Closing Date - Time	KBA / Status	ID Verify / Status	Status	eSign
1	John Smith acarlson@docmagic.com	Borrower	Notary_name_placeholde... NOTARY_EMAIL_PLACE...	8/31/2026 - TBD			Ready to Sign	Open Signing Room
2	Sandy Smith acarlson@docmagic.com	Borrower	Notary_name_placeholde... NOTARY_EMAIL_PLACE...	8/31/2026 - TBD			Ready to Sign	Open Signing Room
3	Byron Oden acarlson@docmagic.com	Settlement Agent					Ready to Sign	Open Signing Room

Documents (36)

Preview Mode

ON

#	eSign Enabled	Page(s)	Signer(s)	Completed
1	Evidence of Joint Application	1	2	
2	New Jersey Addendum to Residential Mortgage Loan Application	1	1	
3	New Jersey Addendum to Residential Mortgage Loan Application	1	1	
4	Uniform Residential Loan Application	8	1	
5	Uniform Residential Loan Application	8	1	

- After the Lender processes the closing package, the Settlement Agent receives an invitation email to their eClose Console.
- Here they have the option to upload additional documents to the package and tag them for eSignature in their portal.

Lender Focus:

- Monitor progress through the Lender Portal.

Closing Agent Invitation for 7755 JOHN Q HAMMONS DR, FRISCO, NJ 75034

donotreply@docmagic.com

To: Andrea Carlson

Wed 8/19/2026 12:23 PM

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Dear Byron Oden,

This is your invitation to provide settlement services for a secure eClosing for DocMagic Test Lender. Simply login to the Closing Agent Portal where you can upload and review the Closing Document package prior to the eClosing scheduled for 08/20/2026.

[Click here to access the Closing Agent Portal](#)

Order Number:

Subject Property:
7755 JOHN Q HAMMONS DR, FRISCO, NJ 75034

Please take the opportunity to review the Agent Portal Tutorial on our training page [here](#).

If you have questions about this process, [click here](#) to visit our online support system.

Regards,
Andrea Carlson
DocMagic Test Lender
acarlson@docmagic.com

Settlement Agent Process

DocMagic eClose Console (Settlement Agent)

Byron

LOAN

Loan #: 61600081026

Primary Borrower: John Smith

Type: EClosing

Package ID: 1682870

Worksheet #: 4456 (Version: 1)

LENDER

Company: DSI TEST LENDER (SALES)

Contact: Andrea Carlson

Email: acarlson@docmagic.com

Phone: (800) 649-1362

COUNTDOWN TO CLOSING

DAYS

21

HOURS

-

MINUTES

-

SECONDS

-

Date: Aug 31, 2026 Time: TBD

Edit

Details

eJournal

Action Log

Ready to Close

Signers (3)

Assign Notary

#	Signer Name / Email	Role	Notary Name / Email	Notary Type / Closing Date - Time	KBA / Status	ID Verify / Status	Status	eSign
1	John Smith acarlson@docmagic.com	Borrower	Notary_name_placeholde... NOTARY_EMAIL_PLACE...	8/31/2026 - TBD			Ready to Sign	Open Signing Room
2	Sandy Smith acarlson@docmagic.com	Borrower	Notary_name_placeholde... NOTARY_EMAIL_PLACE...	8/31/2026 - TBD			Ready to Sign	Open Signing Room
3	Byron Oden acarlson@docmagic.com	Settlement Agent					Ready to Sign	Open Signing Room

Documents (36)

Preview Mode ON

#	eSign Enabled	Page(s)	Signer(s)	Completed
1	Evidence of Joint Application	1	2	✓
2	New Jersey Addendum to Residential Mortgage Loan Application	1	1	✓
3	New Jersey Addendum to Residential Mortgage Loan Application	1	1	✓
4	Uniform Residential Loan Application	8	1	✓
5	Uniform Residential Loan Application	8	1	✓

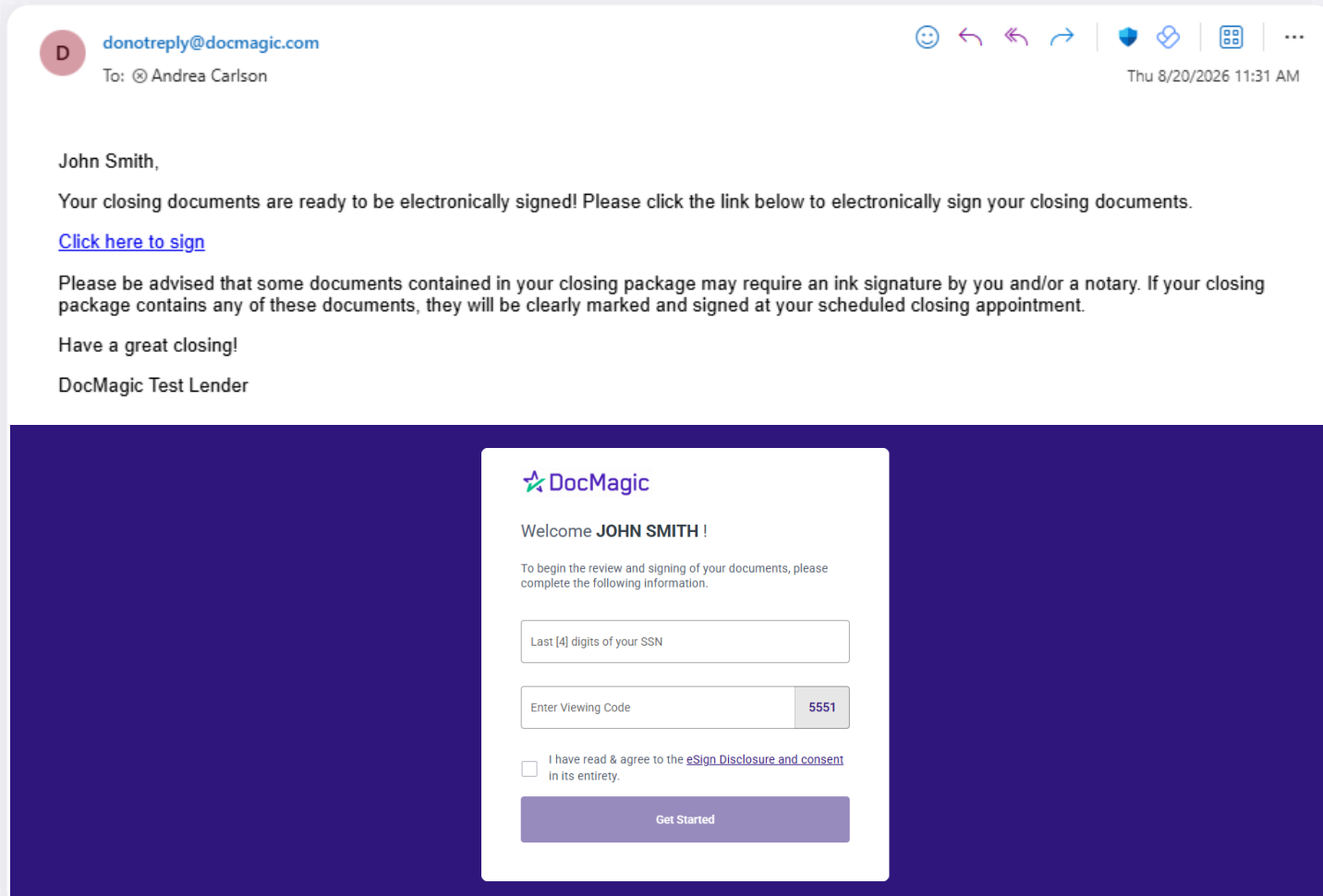
Assigning a Notary:

- A Notary is assigned selecting the “Assign Notary” button.

Lender Focus:

- Monitor progress through the eSign Console.

Borrower Experience



The image shows an email interface and a sign-in form. The email is from donotreply@docmagic.com to Andrea Carlson, dated Thu 8/20/2026 11:31 AM. The email body addresses John Smith and informs him that his closing documents are ready for electronic signing. It includes a link to sign and a disclaimer about ink signatures. Below the email is a sign-in form for DocMagic. The form welcomes John Smith and asks for the last 4 digits of his SSN and a viewing code (5551). It also includes a checkbox for agreement to terms and a 'Get Started' button.

donotreply@docmagic.com
To: 📧 Andrea Carlson
Thu 8/20/2026 11:31 AM

John Smith,

Your closing documents are ready to be electronically signed! Please click the link below to electronically sign your closing documents.

[Click here to sign](#)

Please be advised that some documents contained in your closing package may require an ink signature by you and/or a notary. If your closing package contains any of these documents, they will be clearly marked and signed at your scheduled closing appointment.

Have a great closing!

DocMagic Test Lender

DocMagic

Welcome **JOHN SMITH** !

To begin the review and signing of your documents, please complete the following information.

Last [4] digits of your SSN

Enter Viewing Code **5551**

☐ I have read & agree to the [eSign Disclosure and consent](#) in its entirety.

Get Started

Prior to Signing:

- When the Lender processes the closing package from their LOS/DMO, the borrower will get an email inviting them to access the signing portal for their set of documents.

The Borrower:

- Verifies by entering the last 4 digits of their SSN and the displayed access code to get to their documents.

Borrower Experience

Company Logo

Review

Sign

Completed

JS JOHN SMITH
Customer

Please review your documents.

Closing Documents

Evidence of Joint Application

Start signing

Loan Number: 61600081026

EVIDENCE OF JOINT APPLICATION

Date: August 31, 2026

Provided By: DSI TEST LENDER (SALES)

Borrower: JOHN SMITH, SANDY SMITH

Property Address: 7755 JOHN Q HAMMONS DR, FRISCO, NEW JERSEY 75034

If you are applying for joint credit with another person, please sign below.

We intend to apply for joint credit.

Signature

Borrower JOHN SMITH

Co-Borrower SANDY SMITH

All documents

Evidence of Joint Application

New Jersey Addendum to Residential...

Uniform Residential Loan Application

Uniform Residential Loan Application

Multistate Fixed Rate Note

New Jersey Mortgage (MERS)

General Closing Instructions

Specific Closing Instructions

Borrower's Certification, Authorizatio...

Certificate of Loans to One Borrower

Hazard Insurance Authorization and ...

IVES Request for Transcript of Tax Re...

W9 - Payers Request for Taxpayer ID

Acknowledgment of Receipt of Appra...

Closing Disclosure

Compliance Agreement

The Borrower:

- Reviews documents online
- Accepts eSign Disclosure and Consent

Borrower Experience

The screenshot shows the DocMagic interface for a borrower named John Smith. At the top, there's a navigation bar with a 'Company Logo' and status indicators for 'Review', 'Sign', and 'Completed'. The user's name 'JOHN SMITH' and role 'Customer' are displayed. Below this, a message says 'Please review your documents.' and 'Closing Documents' are listed as 'Evidence of Joint Application'. A green 'Start signing' button is highlighted. The main content area displays loan details: 'Loan Number: 61600081026', 'Date: August 31, 2026', 'Provided By: DSI TEST LENDER (SALES)', 'Borrower: JOHN SMITH, SANDY SMITH', and 'Property Address: 7755 JOHN Q HAMMONS DR, FRISCO, NEW JERSEY 75034'. A section for joint credit application is also present. On the right, a list of documents to be signed is shown, including 'Evidence of Joint Application', 'New Jersey Addendum to Residential...', 'Uniform Residential Loan Application', 'Multistate Fixed Rate Note', 'New Jersey Mortgage (MERS)', 'General Closing Instructions', 'Specific Closing Instructions', 'Borrower's Certification, Authorizatio...', 'Certificate of Loans to One Borrower', 'Hazard Insurance Authorization and ...', 'IVES Request for Transcript of Tax Re...', 'W9 - Payers Request for Taxpayer ID', 'Acknowledgment of Receipt of Appra...', 'Closing Disclosure', and 'Compliance Agreement'. At the bottom, there are signature lines for 'Borrower JOHN SMITH' and 'Co-Borrower SANDY SMITH'.

Company Logo

Review Sign Completed

JOHN SMITH
Customer

Please review your documents.

Closing Documents
Evidence of Joint Application

Start signing

Loan Number: 61600081026

EVIDENCE OF JOINT APPLICATION

Date: August 31, 2026

Provided By: DSI TEST LENDER (SALES)

Borrower: JOHN SMITH, SANDY SMITH

Property Address: 7755 JOHN Q HAMMONS DR, FRISCO, NEW JERSEY 75034

If you are applying for joint credit with another person, please sign below.

We intend to apply for joint credit.

Signature

Borrower JOHN SMITH

Co-Borrower SANDY SMITH

All documents

Evidence of Joint Application

New Jersey Addendum to Residential...

Uniform Residential Loan Application

Uniform Residential Loan Application

Multistate Fixed Rate Note

New Jersey Mortgage (MERS)

General Closing Instructions

Specific Closing Instructions

Borrower's Certification, Authorizatio...

Certificate of Loans to One Borrower

Hazard Insurance Authorization and ...

IVES Request for Transcript of Tax Re...

W9 - Payers Request for Taxpayer ID

Acknowledgment of Receipt of Appra...

Closing Disclosure

Compliance Agreement

During Signing:

- The Borrower clicks "Start Signing" to begin the signing process.
- The borrower electronically signs all eligible documents.

Notary & Closing Completion

DocMagic

eClose Console (Notary)

Docmagic

LOAN

Loan #: 1786397542530

Primary Borrower: John Smith

Type: EClosing

Package ID: 1683261

Worksheet #: 1786397542530 (...)

LENDER

Company: DOCMAGIC TEST ...

Contact: David Garrett

Email: david@docmagic.c...

Phone: (800) 649-1362

SETTLEMENT AGENT

Company: Settlement Closing...

Contact: Sample Settlement

Email: sample.settlement...

Phone: (987) 555-4321

COUNTDOWN TO CLOSING

Days: 00 Hours: 00 Minutes: 00 Seconds: 00

Date: Aug 10, 2026 Time: 6:00pm PDT

Details

eJournal

Action Log

Start eClosing

Signers (2)

#	Signer Name / Email	Role	Notary Name / Email	Notary Type / Closing Date - Time	KBA / Status	ID Verify / Status	Status	eSign
1	John Smith john.smith.30318@mailin...	Borrower	Docmagic Notary ron-test@docmagic.com	DocMagic Remote Online Notary (RON) 8/10/2026 - 6:00pm			Not Started	Open Signing Room
2	Sample Settlement sample.settlement.08016...	Settlement Agent					Ready to Sign	Open Signing Room

Documents (6)

Preview Mode OFF

#	eSign Enabled	Page(s)	Signer(s)	Completed
1	Closing Disclosure	5	1	✓
2	Multistate Fixed Rate Note	4	1	✓
3	New Jersey Mortgage (MERS)	19	2	✓
4	Specific Closing Instructions	4	2	✓
5	Occupancy and Financial Status Affidavit	3	2	✓

A notary may complete:

- In-person notarization (IPEN)
- Remote Online Notarization (RON)

RON Sessions include:

- Knowledge Based Authentication (KBA)
 - Identity Verification
 - Electronic notarization
- The notary will select **Start eClosing** which will submit an email to the borrower.

Your eClosing is about to begin!

Hi John Smith,

Welcome to the eClosing for your property at 7755 JOHN Q HAMMONS DR, FRISCO, NJ 75034.

Click the button below and follow the instructions to join the event.

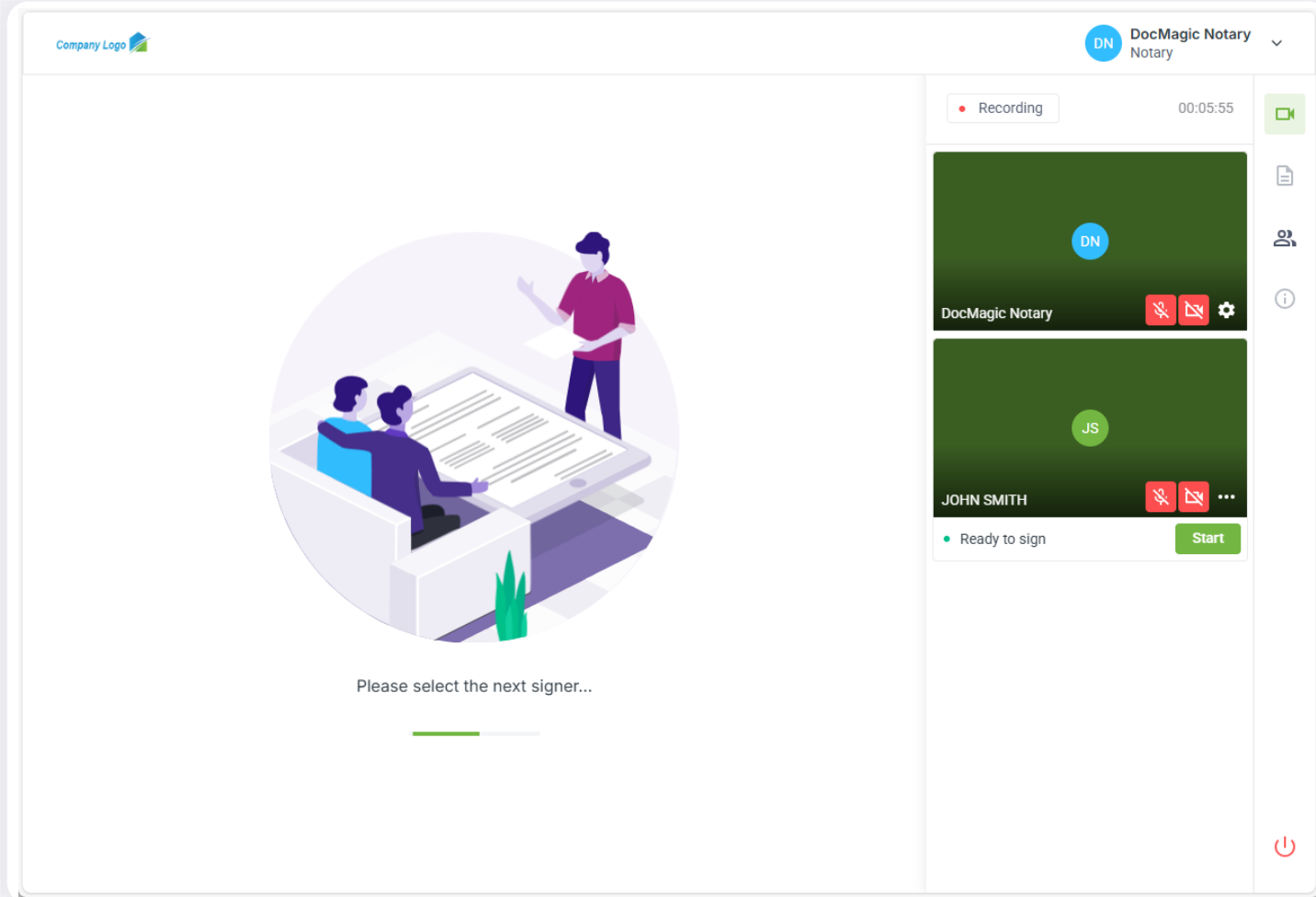
Before joining the meeting, you are required to complete the Knowledge Based Authentication Assessment.

Start Now

If you have any questions, please contact Byron Oden at acarlson@docmagic.com.

Thank You!

Notary & Closing Completion



During Signing:

- The notary will run the eClosing with the borrowers and watch them apply their signatures electronically.
- Notarization will be applied afterwards.

Completion:

- When all signatures, fields, and notary stamps have been collected, the transaction is complete.

Completion & Lender Confirmation

eSign Console - Andrea Carlson

SchedulerMonitoringAccountseSign RequestscCreate RequestSearchAccount

Loan #: 777081920260001
Primary Name: John Smith
Type: EClosing
Package Id: 1691888
Worksheet #: 12 (Version : 1)
Closing Date: 8/19/26

Lender: Alan Dai
DocMagic Test Lender (100TRAINING)
aland@docmagic.com
(800)649-1362

Status: Signed (Active)
Documents: 37 (131 total pages)
Signers: 5
Expires: N/A (Requires: Primary)
Signatures: Y

DetailsDocumentsDocuments ReceivedEmailsVersionsRecordings

Participants

#	Name/Email	Role	Created	Started	Consented	Viewed	Completed	Declined	Links
1	John Smith aland@docmagic.com	Borrower	8/19/26 5:19 PM	8/19/26 5:21 PM	8/19/26 5:21 PM	8/19/26 5:21 PM	8/19/26 5:47 PM		Send Email Sign Documents 4506-C
2	Sandy Smith aland@docmagic.com	Borrower	8/19/26 5:19 PM	8/19/26 5:28 PM	8/19/26 5:28 PM	8/19/26 5:28 PM	8/19/26 5:50 PM		Send Email Sign Documents 4506-C
4	Byron Oden aland@docmagic.com	Settlement Agent	8/19/26 5:19 PM	8/19/26 5:53 PM	8/19/26 5:53 PM	8/19/26 5:53 PM	8/19/26 5:53 PM		Send Email Agent Portal
5	Docmagic Notary ron-test@docmagic.com	Notary	8/19/26 5:19 PM	8/19/26 5:48 PM	8/19/26 5:44 PM	8/19/26 5:48 PM	8/19/26 5:49 PM		Send Email Sign Documents
6	Docmagic Notary ron-test@docmagic.com	Notary	8/19/26 5:19 PM	8/19/26 5:51 PM	8/19/26 5:49 PM	8/19/26 5:51 PM	8/19/26 5:51 PM		Send Email Sign Documents

Action Log

Date	User	IP Address	Description
8/19/26 5:19 PM	System User		eSign event created and expires on 08/20/2026
8/19/26 5:19 PM	System User		Preview Mode enabled until 08/20/2026
8/19/26 5:19 PM	John Smith		Invitation sent to aland@docmagic.com
8/19/26 5:19 PM	Sandy Smith		Invitation sent to aland@docmagic.com
8/19/26 5:19 PM	Byron Oden		Invitation sent to aland@docmagic.com
8/19/26 5:21 PM	John Smith		Consented to DocMagic eSign

Transaction Complete:

- The Lender will be able to confirm that all documents are signed.
- The Lender can Download a PDF of the signed document stack, print the signed document stack, and review completed documents
- The closing package will be automatically pushed back into an integrated LOS, if that function is supported, as soon as our system recognizes that the package is complete (all signatures collected).

Completion & Lender Confirmation

eSign Console - Andrea Carlson Scheduler Monitoring Accounts eSign Requests Create Request Search Account

Loan #: 777081920260001	Lender: Alan Dai	Status: Signed (Active)
Primary Name: John Smith	DocMagic Test Lender (100TRAINING)	Documents: 37 (131 total pages)
Type: EClosing	aland@docmagic.com	Signers: 5
Package Id: 1691888	(800)649-1362	Expires: N/A (Requires: Primary)
Worksheet #: 12 (Version : 1)		Signatures: Y
Closing Date: 8/19/26		

Details Documents Documents Received EMail Versions Recordings

Documents

Document Name	ClickSign	Page(s)	Mark(s)	Signer(s)	Completed	Signreq Document Id Document Id	Filename	Delete	Operation
1 Evidence of Joint Application	✓	1	2	2	✓	10044265 10067688	eoja.msc.xml		
2 New Jersey Addendum to Residential Mortgage Loan Application	✓	1	4	1	✓	10044266 10067689	njarmia.msc.xml		
3 New Jersey Addendum to Residential Mortgage Loan Application	✓	1	4	1	✓	10044267 10067690	njarmia.msc.xml		
4 Uniform Residential Loan Application	✓	8	7	1	✓	10044268 10067691	1003.ltr.xml		
5 Uniform Residential Loan Application	✓	8	7	1	✓	10044269 10067692	1003.ltr.xml		
6 Multistate Fixed Rate Note	✓	5	2	2	✓	10044270 10067693	us3200.not-sd.ftl		
7 New Jersey Mortgage (MERS)	✓	19	20	4	✓	10044271 10067694	nj3031.mzm.xml		
8 General Closing Instructions	✓	2	2	1	✓	10044272 10067695	gci.msc.xml		
9 Specific Closing Instructions	✓	4	7	3	✓	10044273 10067696	sci.msc.xml		
10 Borrower's Certification, Authorization and Consent	✓	2	1	1	✓	10044274 10067697	bcac.msc.xml		
11 Borrower's Certification, Authorization and Consent	✓	2	1	1	✓	10044275 10067698	bcac.msc.xml		
12 Certificate of Loans to One Borrower	✓	2	15	2	✓	10044276 10067699	collob.msc.xml		
13 Hazard Insurance Authorization and Requirements	✓	2	2	2	✓	10044277 10067700	hazard8.lsr.xml		
14 IVES Request for Transcript of Tax Return	✓	2	3	1	✓	10044278 10067701	4506c.msc-alt.xml		
15 IVES Request for Transcript of Tax Return	✓	2	3	1	✓	10044279 10067702	4506c.msc-alt.xml		
16 W9 - Payers Request for Taxpayer ID	✓	6	1	1	✓	10044280 10067703	w9.msc.xml		
17 W9 - Payers Request for Taxpayer ID	✓	6	1	1	✓	10044281 10067704	w9.msc.xml		
18 Acknowledgment of Receipt of Appraisal Report	✓	1	2	2	✓	10044282 10067705	arar2.msc.xml		
19 Closing Disclosure	✓	6	2	2	✓	10044283 10067706	cd.dsc.xml		
20 Compliance Agreement	✓	3	20	4	✓	10044284 10067707	comp.lsr.xml		

Final Notification:

- Notification emails are sent to all parties when the transaction and signatures are complete.
- The borrower will receive an email when the whole thing is done, and they can download the finished document package from there.

Completion:

- The documents tab in the Lender eClose Console will show green checkmarks under the **Completed** column.
- if you're subscribed to our [eVault](#), your eNote will be there as soon as it's signed.