

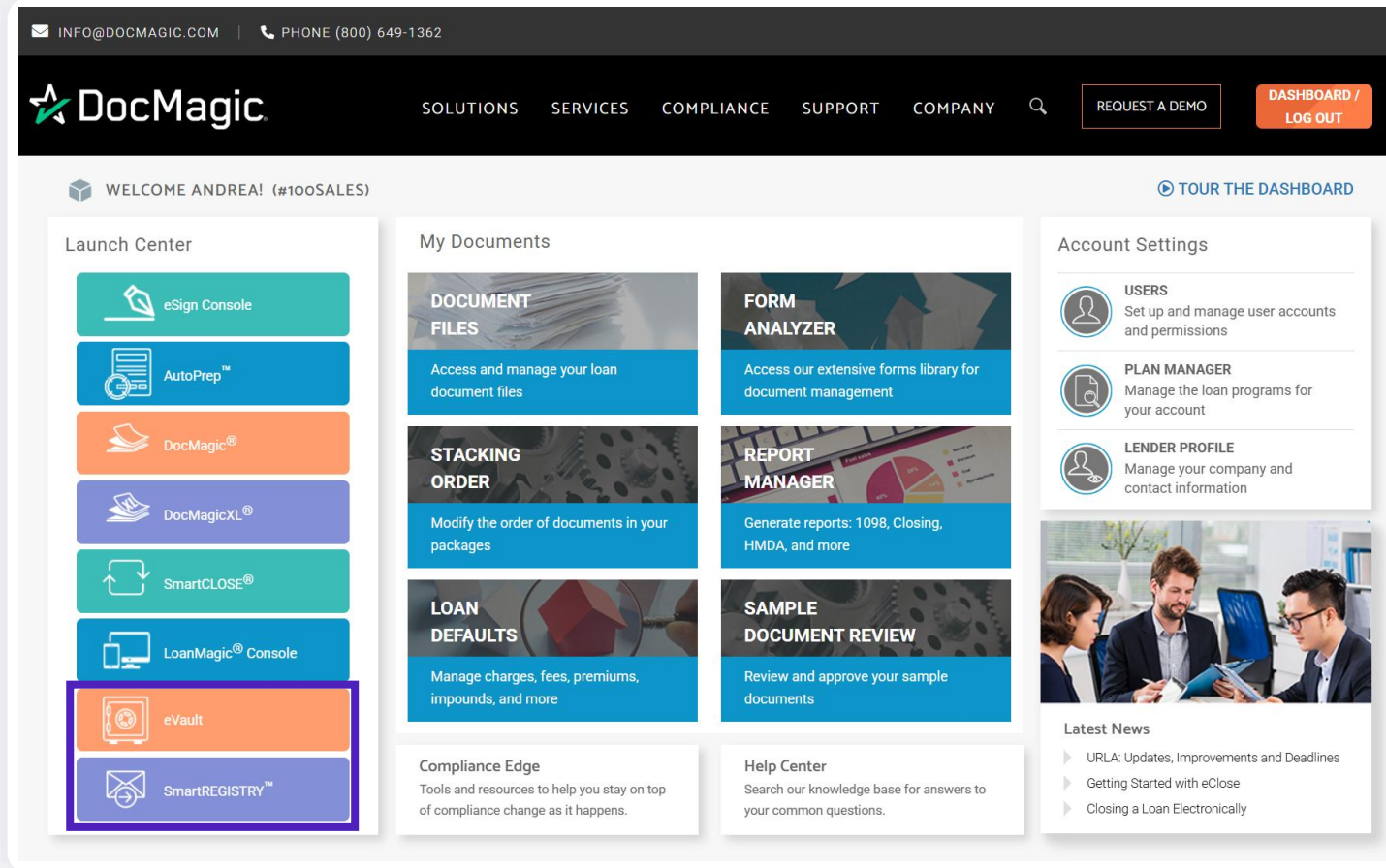
DocMagic eVault & SmartRegistry™

Secure, long-term storage of eNotes
MERS eRegistry & eDelivery transactions

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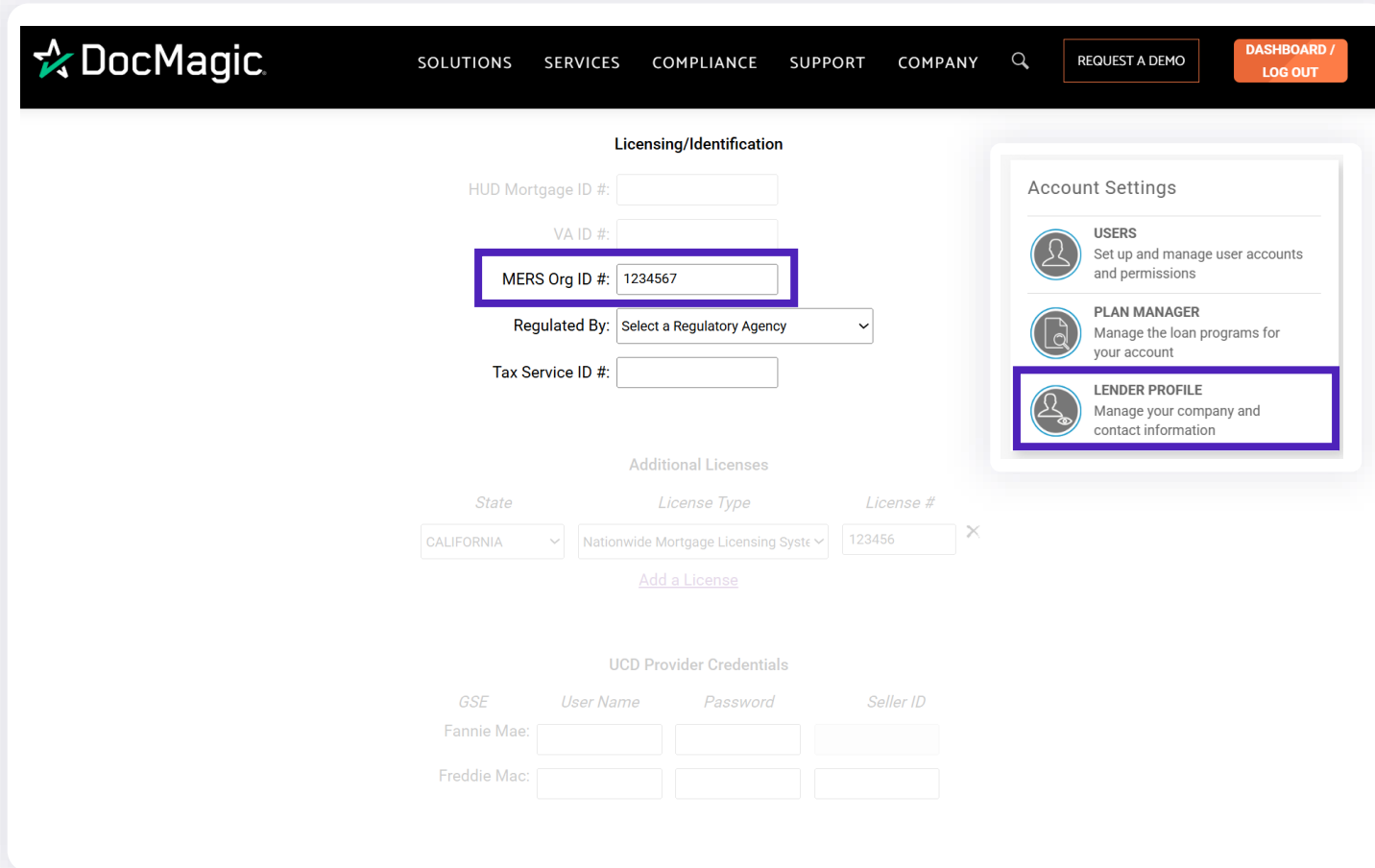
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Introduction



- DocMagic's eVault and SmartREGISTRY™ solutions provide secure long-term storage of eNotes and other digital assets, along with the ability to perform all MERS eRegistry and eDelivery functionality seamlessly on eNotes stored in the eVault.
- Both applications can be launched from the bottom left of the Launch Center of the DocMagic Dashboard.

Introduction



DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY [REQUEST A DEMO](#) [DASHBOARD / LOG OUT](#)

Licensing/Identification

HUD Mortgage ID #:

VA ID #:

MERS Org ID #:

Regulated By:

Tax Service ID #:

Additional Licenses

State	License Type	License #
CALIFORNIA	Nationwide Mortgage Licensing Syst	123456

[Add a License](#)

UCD Provider Credentials

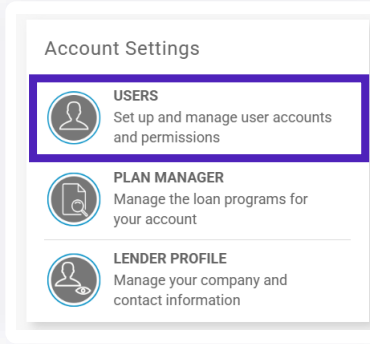
GSE	User Name	Password	Seller ID
Fannie Mae:			
Freddie Mac:			

Account Settings

- USERS**
Set up and manage user accounts and permissions
- PLAN MANAGER**
Manage the loan programs for your account
- LENDER PROFILE**
Manage your company and contact information

- Before using eVault and SmartREGISTRY™ at the organization level please ensure that a valid 7-digit MERS Org ID is entered in the Lender Profile under Account Settings.

Introduction



- ☒ eVault
 - ☒ eVault Administrator
 - ☐ eVault Reviewer
 - ☐ eVault Contributor
- ☒ SmartREGISTRY
 - ☒ SmartREGISTRY eDelivery Transfer Excepti
 - ☒ SmartREGISTRY Configuration
 - ☒ SmartREGISTRY eNote Registration
 - ☒ SmartREGISTRY eDelivery and Transfer
 - ☒ SmartREGISTRY Modifications
 - ☒ SmartREGISTRY Update eNote
 - ☒ SmartREGISTRY eNote Details
 - ☒ SmartREGISTRY eNote Change Status
 - ☒ SmartREGISTRY Update Rights Holder
 - ☒ SmartREGISTRY Reports
- ☒ SmartCLOSE
 - ☒ SmartCLOSE Administrator
 - ☒ SmartCLOSE User
- ☒ LoanMagic for Account Executives
 - ☒ Administrator

- Before using eVault and SmartREGISTRY™ at the user level, please ensure that the correct permissions are enabled for the appropriate Users under Account Settings.

SmartREGISTRY™ – Configuration

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SmartREGISTRY™

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

Configuration ←

- ▶ Document Types
- ▶ Event Subscriptions
- ▶ MERS Members
- ▶ Client Settings
- ▶ MERS Connectivity Test

eNote/SMART Doc® Details

- ▶ MERS eRegistry Inquiry
- ▶ eNote/SMART Doc® Search
- ▶ Bulk eNote/SMART Doc® Validation

eNote/SMART Doc® Change Status

- ▶ Charged Off
- ▶ Charged Off Reversal
- ▶ Converted to Paper
- ▶ Converted to Paper Reversal
- ▶ Paid Off
- ▶ Paid Off Reversal

eNote/SMART Doc® Registration

- ▶ Register eNotes/SMART Doc®
- ▶ Present eNote/SMART Doc®
- ▶ Registration Reversal

- Your eVault settings can be managed under the **Configuration** section of SmartREGISTRY™.
- The **MERS Connectivity Test** will instantaneously determine if you are connected to the MERS eRegistry.
- Your organization's MERS eRegistry settings can be configured in **Client Settings**.
- **MERS Members** are entities you will be performing eRegistry transactions with.
- The following slides will cover these subjects *in reverse order* (bottom to top).

SmartREGISTRY™ – MERS Connectivity Test

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SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

SmartREGISTRY > MERS Connectivity Test

MERS Connectivity Test

Perform a test of the current connection with MERS eRegistry.

CONNECTIVITY TO	HOST	STATUS
MERS eRegistry	merseregistryxml.org	✓

Back Clear Test

- The MERS Connectivity Test will instantaneously determine if you are connected to the MERS eRegistry. *If this test fails, you may still be able to initiate transactions but none of them will go through.*
- Click “Test”. The results will appear instantly. A green checkmark under status and “successful” message as shown indicates that you are connected to MERS.

SmartREGISTRY™ – Client Settings

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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/SMART Doc® 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:

- Client Settings determine the organization level settings for your Account. Most of this will be configured during your initial set-up, and may be determined by your organization's MERS Grid Test.
- The MERS Org ID is the 7-digit unique number that identifies you on the MERS eRegistry.
- The Client Account Name is how your organization will appear to other members.
- Registration Method should be set to Presentation for the purposes of a UI.

SmartREGISTRY™ – Client Settings

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 [SOLUTIONS](#) [SERVICES](#) [COMPLIANCE](#) [SUPPORT](#) [COMPANY](#) [REQUEST A DEMO](#) [DASHBOARD / LOG OUT](#)

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/SMART Doc® 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:

▼

- The Controller, Location, and Master Servicer will be assigned to every eNote registered in this eVault. You can think of these as your default registration settings.
- If you are using Delegatee for Transfers, Secured Party, or Delegatee for Secured Party for *all* eNotes that end up in your eVault, you will also need to list them here.

SmartREGISTRY™ – Client Settings

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

eNote/SMART Doc® 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/SMART Doc®

☒ Auto eDeliver eNote/SMART Doc®

☒ Reject Transfers without eNote/SMART Doc®

eNote/SMART Doc® Validation Settings

☒ Enable Hash Digest Comparison

☐ Enable Certificate Validation

☒ Enable Document Validation

Back Save

- **Auto-Register eNote/SMART Doc** will automatically register eNotes in the vault right after they have been signed with the registration settings above.
- **Auto eDeliver eNote/SMART Doc** will automatically eDeliver a copy of the asset to the receiving entity when transferring rights (ex. Control & Location).
- **Reject Transfers without eNote/SMART Doc** will reject any transfers if an eDelivery of the asset is not included with the transaction.
- We generally recommend that all three of these options are checked.

SmartREGISTRY™ – Client Settings

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

eNote/SMART Doc® 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/SMART Doc®

☒ Auto eDeliver eNote/SMART Doc®

☒ Reject Transfers without eNote/SMART Doc®

eNote/SMART Doc® Validation Settings

☒ Enable Hash Digest Comparison

☐ Enable Certificate Validation

☒ Enable Document Validation

Back Save

- **Enable Hash Digest Comparison** ensures that the asset(s) has not been tampered with. Please check this option.
- **Enable Document Validation** ensures that the asset(s) meets data and structural standards. Please check this option.
- **Enable Certificate Validation** validates the MERS certificate of the entity that is attempting to transfer and will allow transactions to go through even if their certificate is expired. Keeping this unchecked will allow you to “skip” validating the certificates flowing in from other entity’s vaults.
- If you made any changes, please click Save. You will be returned to the SmartREGISTRY™ main menu.

SmartREGISTRY™ – MERS Members

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

SmartREGISTRY™ > MERS Members

MERS Members

Show: 10 entries Search: Account #: 100SALES

MERS ORG NAME	MERS ORG ID	CLIENT ACCOUNT ID	AUTO-ACCEPT TRANSFER	AUTO-ACCEPT DELIVERY	REJECT TRANSFERS WITHOUT ENOTE/SMART Doc®	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		✓	✓		✓		✓	✓	
Flagstar Originator	1000525		✓	✓		✓		✓	✓	
Custodian DB	1000648		✓	✓		✓		✓	✓	
MACU	1001214		✓	✓		✓		✓	✓	

Showing 1 - 10 (of 72 results)

« < 1 2 3 4 5 6 7 8 > »

Back Add

- MERS Members are entities you will be conducting transactions with.
- If an entity is not active and present in your MERS Members, you will not be able to conduct any transactions with them, and you will not be able to select them in any dropdowns. Similarly, entities must list your organization as an active member in their equivalent eVault client.
- Click Add at the bottom to add a new member.

SmartREGISTRY™ – MERS Members

The screenshot shows the DocMagic SmartREGISTRY MERS Members interface. A modal window titled "Add MERS Member" is open, displaying the following fields and options:

- MERS Org Name: *
- MERS Org Id: *
- Client Account Id:
- Auto-Accept for Transfer: ☒ ☐ All ☐ Inbound Only
- Auto-Accept for eDelivery: ☐
- Reject Transfers without eNote/SMART Doc@: ☐
- Active: ☐
- eNote/SMART Doc@ Validation Settings:
 - ☒ Enable Hash Digest Comparison
 - ☐ Enable Certificate Validation
 - ☒ Enable Document Validation

At the bottom of the modal are "Cancel" and "Add" buttons. The background shows a table of MERS Members with columns: MERS ORG NAME, MERS ORG ID, CLIENT ACCOUNT ID, and ACTIONS. The table lists several organizations, including Fannie Mae, FHLB - San Francisco, FHLB - Boston, NBKC, FHLB - Atlanta, UWM, Cenlar Servicing, Flagstar Originator, Custodian DB, and MACU. The table also includes columns for CERTIFICATE VALIDATION, DOCUMENT VALIDATION, and ACTIVE status, with green checkmarks indicating successful validation. The bottom of the table shows "Showing 1 - 10 (of 72 results)" and a pagination bar with numbers 1 through 8.

- Note the similarities between this and your Client Settings – you are essentially determining the “Client Settings” for the entity you will be doing business with.
- Enter the organization’s name under the MERS Org Name.
- The MERS Org ID is the 7-digit MERS eRegistry Org ID. *It must be exactly what is listed on the MERS eRegistry.*
- The Client Account ID is needed for Freddie Mac eCertification Participants.

SmartREGISTRY™ – MERS Members

The screenshot shows the SmartREGISTRY MERS Members page. A modal titled "Add MERS Member" is open, displaying the following fields and options:

- MERS Org Name: *
- MERS Org Id: *
- Client Account Id:
- Auto-Accept for Transfer: ☒ ☐ All ☐ Inbound Only
- Auto-Accept for eDelivery: ☐
- Reject Transfers without eNote/SMART Doc®: ☐
- Active: ☐
- eNote/SMART Doc® Validation Settings:
 - ☒ Enable Hash Digest Comparison
 - ☐ Enable Certificate Validation
 - ☒ Enable Document Validation

At the bottom of the modal are "Cancel" and "Add" buttons. The background page shows a table of MERS Members with columns: MERS ORG NAME, MERS ORG ID, CLIENT, and ACTIONS. The table lists 10 entries, including Fannie Mae, FHLB - San Francisco, FHLB - Boston, NBKC, FHLB - Atlanta, UWM, Cenlar Servicing, Flagstar Originator, Custodian DB, and MACU. The page also includes a search bar, a "REQUEST A DEMO" button, and a "DASHBOARD / LOG OUT" button.

- Select if you want to automatically accept Transfers (of rights such as Control & Location), and eDeliveries (copies of assets) from this entity.
- Determine if you will reject Transfers without a copy of the asset (eDeliveries).
- Please check the Active box or else you will not be able to transact with the entity.
- Select the eNote/Smart Doc Validation options discussed previously.
- Click Add to save your changes.

SmartREGISTRY™ – MERS Members

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

SmartREGISTRY™ MERS Members

MERS Members

Show: 10 entries Search: Account #: 100 SALES

MERS ORG NAME	MERS ORG ID	CLIENT ACCOUNT ID	AUTO-ACCEPT TRANSFER	AUTO-ACCEPT DELIVERY	REJECT TRANSFERS WITHOUT ENOTE/SMART Doc®	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		✓	✓		✓		✓	✓	
Flagstar Originator	1000525		✓	✓		✓		✓	✓	
Custodian DB	1000648		✓	✓		✓		✓	✓	
MACU	1001214		✓	✓		✓		✓	✓	

Showing 1 - 10 (of 72 results)

« < 1 2 3 4 5 6 7 8 > »

Back Add

- Notice how the data entry fields in the Add MERS Member window are displayed across the top as the columns of the grid.
- You can also make changes to existing MERS members on this page. Click on the pencil icon next to a member to get started.

eVault – Directory



SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO

DASHBOARD / LOG OUT

eVault Directory

Account #: 100SALES

Show: 10 entries Search:

LOAN #	BORROWER	WORKSHEET #	MIN	CONTROLLER	LOCATION	MASTER SERVICER	MODIFIED	ACTIONS
777032320260001	JOHN SMITH	4228	999935323202600010	100ECLOSE	100ECLOSE	100 Sales (9999353)	03/23/2026	  
616022626002	JOHN SMITH	4227					03/19/2026	 
777031120260003	JOHN SMITH	4225	999935311202600031	100ECLOSE	100ECLOSE	100 Sales (9999353)	03/12/2026	  
77703120947	JOHN SMITH	4221					03/12/2026	 
777031020260001	JOHN SMITH	4217	999935310202600017	100ECLOSE	100ECLOSE	100 Sales (9999353)	03/10/2026	  
616030626001	JOHN SMITH	4213					03/06/2026	 
77703061019	JOHN SMITH	4212					03/06/2026	 
777030520260002	JOHN SMITH	4210	999935305202600025	AmeriSave	AmeriSave	100 Sales (9999353)	03/05/2026	  
616022626001	JOHN SMITH	4207	999935325202600023	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)	02/26/2026	  
777022420260003	JOHN SMITH	4202	999935324202600034	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)	02/25/2026	  

Showing 1 - 10 (of 15210 results)

« < 1 2 3 4 5 6 7 ... 1521 > »

Search Create Vault Import WebDocs Finished

- Clicking on the eVault from the DocMagic Dashboard brings you to the eVault directory.
- By default, the newest entry to the vault will be at the top of your list (sorted by Modified, descending). You can sort by any other column header (ex. MIN) by clicking on it – once for ascending, twice for descending.
- Clicking on an entry brings you to the Assets page for that item, which can also be accessed through the eyeball icon – the first of three icons under the Actions column on the right.

eVault – Assets



SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY 

REQUEST A DEMO

DASHBOARD / LOG OUT

eVault Directory ▸ Assets

Assets

Account #: 100SALES

Authoritative Copy: No

Worksheet #: 4228

Type: Conventional

Loan #: 777032320260001

Purpose:

Borrower: JOHN SMITH

Modified: 03/23/2026

Search:

TITLE/CLASS	NAME	MODIFIED	ACTIONS
Notice Concerning Furnishing Negative Information <i>BorrowerCorrespondence</i>	ncfni.msc.xml	03/23/2026	    
Payment Letter to Borrower <i>PaymentLetter</i>	payment.lsr.xml	03/23/2026	    
New Jersey Private Well Testing Act Certification <i>Certification</i>	njpwt.msc.xml	03/23/2026	    
Occupancy and Financial Status Affidavit <i>AffidavitOfOccupancy</i>	ofsa.msc-notary.xml	03/23/2026	    
Tax Record Info Sheet <i>TaxInformationSheet</i>	gatax.lsr-agent.xml	03/23/2026	    
Signature Affidavit and AKA Statement <i>NameAffidavit</i>	saakas.msc.xml	03/23/2026	    

- The Assets page is functionally similar to the directory.
- Clicking on an item downloads a copy. Please note that if you click on the note itself, it will download the XML version, not a PDF copy.
- Once again, items are sorted by modified date in descending order by default, but you can click any column header to re-sort.

eVault – Assets

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

eVault Directory ▸ Assets

Assets

Account #: 100SALES

Authoritative Copy: No
Worksheet #: 4228
Loan #: 777032320260001
Type: Conventional
Purpose:
Borrower: JOHN SMITH
Modified: 03/23/2026

Asset Details

DETAILS SMART Doc®

Version: 1.02 Category: 1 Type: Note
State: Signed Validation: Pass Authoritative Copy: No
Presentation XML Data Transaction Summary

Audit Trail

ACTION TYPE	PERFORMED BY	DATE
Unpopulated	DocMagic, Inc.	03/23/2026
Populated	DocMagic, Inc.	03/23/2026
Signable	DocMagic, Inc.	03/23/2026
Signed	JOHN SMITH	03/23/2026
Signed	DocMagic, Inc. (Tamper Seal)	03/23/2026

Close

ACTIONS

- View (Eyeball)
- PDF/HTML
- Printer
- Edit (Pencil)
- Information (i)

- The Action Icons on the right do the following:
 - View (Eyeball): View the asset in a new browser tab
 - PDF/HTML: Download a copy of the asset – functionally the same as clicking on the asset itself
 - Printer: Print a copy of the asset
 - Edit (Pencil): Edit the metadata of the asset
 - “i” (Information): View asset details (including the Audit Trail shown if you click on the eNote itself)

eVault – Edit



SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

eVault Directory

Show: 10 entries

LOAN #	BORROWER	WORKSHEET #	MIN
777032320260001	JOHN SMITH	4228	99993532320
616022626002	JOHN SMITH	4227	
777031120260003	JOHN SMITH	4225	99993531120
77703120947	JOHN SMITH	4221	
777031020260001	JOHN SMITH	4217	99993531020
616030626001	JOHN SMITH	4213	
77703061019	JOHN SMITH	4212	
777030520260002	JOHN SMITH	4210	99993530520
616022626001	JOHN SMITH	4207	99993532520
777022420260003	JOHN SMITH	4202	99993532420

Showing 1 - 10 (of 15210 results)

Search

Edit Vault

Vault Id: 242e9fcf-1ae0-4162-9bc1-48d77a1c8b65

Owner Account Id: 100SALES

Worksheet #: 4228

Loan #: 777032320260001

Client Loan Id:

Create Account Id: 100SALES

State:

Loan Type: Conventional

Primary Borrower Name: JOHN SMITH

Loan Purpose:

Loan Originator Type:

Loan Rate Type:

Cancel

Update

#: 100SALES

ACTIONS

1

>

>>

- Clicking on the Pencil icon on the eVault directory opens a window that allows you to edit the metadata for that item. Please note that information entered or changed here is only recorded locally and *will not transfer to other eVaults*.
- The rightmost “page” or “document” icon takes you to the MERS eRegistry Page, covered on the next slides. Please note that if you see a (very small) warning triangle on this icon, it means that the eNote is inactive on the MERS eRegistry.

DocMagic

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eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

Borrower
JOHN SMITH

Created
03/23/2026

eNote/SMART Doc®

Unregister

Transfer

Create eDelivery

Active
Yes

Authoritative Copy
No

Registered
03/23/2026

Signed Date
03/23/2026

Inactivated

Inactivated Status

Signature Validation
Y

Assumption
N

Document Type
Note

Rights Holders

Current

Previous

Controller
100ECLOSE

Location
100ECLOSE

Master Servicer
100 Sales (9999353)

Subservicer

Updated
03/24/2026

Secured Party

Secured Party Delegatee

Delegatee for Transfers

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	
Transfer	1688523	03/23/2026	03/23/2026	Success	

Create eDelivery

Back

- **Details** at the top contains key information such as the MIN and date of creation.
- The **eNote/SMART Doc** section contains eRegistry status information such as whether the asset is Active on the MERS eRegistry and if the copy in your vault is the authoritative one.
- The **Rights Holders** section can be toggled between Current and Previous rights holders.
- The **Activity Log** at the bottom contains the status of eDelivery and Transfer requests.

eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #

999935323202600010

Loan #

777032320260001

Borrower

JOHN SMITH

Created

03/23/2026

eNote/SMART Doc®

Unregister

Transfer

Create eDelivery

Active

Yes

Authoritative Copy

No

Registered

03/23/2026

Signed Date

03/23/2026

Inactivated

Inactivated Status

Signature Validation

Y

Assumption

N

Document Type

Note

Rights Holders

Current

Previous

Controller

100ECLOSE

Location

100ECLOSE

Master Servicer

100 Sales (9999353)

Subservicer

Updated

03/24/2026

Secured Party

Secured Party Delegatee

Delegatee for Transfers

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	
Transfer	1688523	03/23/2026	03/23/2026	Success	

Create eDelivery

Back

- Your Action Items will be located next to the eNote/SMART Doc header.
 - **Register** (or Unregister) this eNote on the MERS eRegistry
 - **Transfer** Rights to your MERS Members
 - **eDeliver** a copy of the asset to your MERS Members
- We'll go through each in detail on the following slides.

eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

Borrower
JOHN SMITH

Created
03/23/2026

eNote/SMART Doc®

Unregister Transfer Create eDelivery

Active
Yes

Authoritative Copy
No

Registered
03/23/2026

Signed Date
03/23/2026

Inactivated

Inactivated Status

Signature Validation
Y

Assumption
N

Document Type
Note

Rights Holders

Controller
100ECLOSE

Updated
03/24/2026

Subservicer

Delegatee for Transfers

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	
Transfer	1688523	03/23/2026	03/23/2026	Success	

Create eDelivery Back

MERS Registration

MIN Number: * 999935323202600010

Cancel Un-Register

- eNotes will be automatically registered on the MERS eRegistry when they enter your vault if Auto Register eNote/SMART Doc is checked in your Client Settings of SmartREGISTRY™ (it usually is).
- Click Unregister and confirm your request in the window that appears. The eNote will no longer show as Active or the Authoritative Copy.

eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

eNote/SMART Doc®

 Register

Active
No

Authoritative Copy
No

Inactivated
03/25/2026

Inactivated Status
RegistrationReversal

Document Type
Note

Rights Holders

Current

Previous

Controller
100ECLOSE

Location
100ECLOSE

Updated
03/25/2026

Secured Party

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	
Transfer	1688523	03/23/2026	03/23/2026	Success	

Create eDelivery

Back

MERS Registration

MIN Number:*

999935323202600010

Controller:*

100 Sales (9999353)

Location:*

100 Sales (9999353)

Master Servicer:*

100 Sales (9999353)

Secured Party:

Secured Party Delegatee:

Delegatee for Transfers:

eDeliver:

☒

Cancel

Register

- Register an inactive eNote by clicking Register and confirming the rights holders in the window that appears (these will be populated from your SmartREGISTRY™ Client Settings). Click Register again to confirm your request.

eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

Borrower
JOHN SMITH

Created
03/23/2026

eNote/SMART Doc®

Unregister

Transfer

Active
Yes

Authoritative Copy
No

Inactivated

Inactivated Status

Document Type
Note

Rights Holders

Current

Previous

Controller
100ECLOSE

Location
100ECLOSE

Updated
03/24/2026

Secured Party

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	i
Transfer	1688523	03/23/2026	03/23/2026	Success	i

Create eDelivery

Back

MERS Transfer

Action:*

Transfer of Control & Location

Effective Date:*

03/25/2026

Controller:*

Location:*

Delegatee for Transfers:

eDeliver:

☒

Cancel

Transfer

- Next, we will look at Transfer. Click here to update the rights holder for the eNote.
- Select your Action from the drop-down first and corresponding fields will appear below.
- For example, we will demonstrate transferring Control and Location. *The fields for Controller, Location, and Delegatee for Transfers will not show before selecting the Action.*
- The Transfer button will remain greyed out until you have made selections for all required options.

eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

Borrower
JOHN SMITH

Created
03/23/2026

eNote/SMART Doc®

Unregister

Transfer

Active
Yes

Authoritative Copy
No

Inactivated

Inactivated Status

Document Type
Note

Rights Holders

Current

Previous

Controller
100ECLOSE

Location
100ECLOSE

Updated
03/24/2026

Secured Party

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	i
Transfer	1688523	03/23/2026	03/23/2026	Success	i

Create eDelivery

Back

MERS Transfer

Action:*

Transfer of Control & Location

Effective Date:*

03/25/2026

Controller:*

100ECLOSE

Location:*

100ECLOSE

Delegatee for Transfers:

eDeliver:

☒

Cancel

Transfer

- Next, select your recipients. These will pull from your MERS Members – you will need add entities in SmartREGISTRY™ first before you can transfer rights. Those entities must also list your organization as an active member in their equivalent eVault client.
- Select if you want to eDeliver a copy of the assets to the recipient(s). This box will be automatically checked if you enabled Auto eDeliver eNote/SMART Doc in your Client Settings of SmartREGISTRY™.
- Hit Transfer to confirm your request.

DocMagic

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eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

Borrower
JOHN SMITH

Created
03/23/2026

eNote/SMART Doc®

Unregister

Transfer

Create eDelivery

Active
Yes

Authoritative Copy
No

Inactivated

Inactivated Status

Document Type
Note

Rights Holders

Current

Previous

Controller
100ECLOSE

Location
100ECLOSE

Updated
03/24/2026

Secured Party

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	
Transfer	1688523	03/23/2026	03/23/2026	Success	

Create eDelivery

Back

Transfer Details

Action: TransferControlAndLocation

Status: Success

Tracking #: 1688523

Initiated Date: 03/23/2026

Effective Date: 03/23/2026

Controller: 100ECLOSE

Location: 100ECLOSE

Close

- You can view the status of the request in the Activity Log below. The Transfer and Delivery will be recorded separately with their respective tracking numbers.
- Click on the Information icon under Actions to view details for each request.
- You can also toggle between Current and Previous rights holders.

DocMagic

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eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

Borrower
JOHN SMITH

Created
03/23/2026

eNote/SMART Doc®

Unregister

Transfer

Create eDelivery

Active
Yes

Authoritative Copy
No

Registered
03/23/2026

Signed Date
03/23/2026

Inactivated

Document Type
Note

Rights Holders

Controller
100ECLOSE

Updated
03/24/2026

Activity Log

TYPE	
Delivery	188
Transfer	1688523

Delivery Details

Recipients (Organization Id)
1.

Assets

TITLE	NAME	REGISTERED	DOCUMENT TYPE	SELECT
DocMagic eNote Certificate	enote-certificate.pdf		Certificate-Note	☐
MULTISTATE FIXED RATE ELECTRONIC NOTE	us3200.not-sd.ftl	02/23/2026	Note	☒

Reset

Cancel

Submit

Create eDelivery

Back

- Click Create eDelivery to open the Delivery Details window (there's a duplicate button at the bottom that does the same thing).
- You may eDeliver the full package or individual assets to multiple recipients.
- Your eNote will be automatically selected in this window. Other assets can be added manually to your request.
- If you have a lot of assets (such as a full Closing Package), you may need to scroll to find your eNote at the bottom.

eVault – MERS eRegistry

MERS eRegistry

Account #: 100SALES

Details

MIN #
999935323202600010

Loan #
777032320260001

Borrower
JOHN SMITH

Created
03/23/2026

eNote/SMART Doc®

Unregister

Transfer

Create eDelivery

Active
Yes

Authoritative Copy
No

Registered
03/23/2026

Signed Date
03/23/2026

Assumption
N

Subservicer

Delegatee for Transfers

Delivery Details

Recipients (Organization Id)

1. 9999353

2.

As

100 Sales (9999353)

1002194

100CM Bank

100ECLOSE

100ENOTE

1st Security Bank of Washington

Ameris Bank

AmeriSave

Bank Of with Custodian

Beta eSign demo (9999292)

BOTS

Centlar Servicing

Centier Bank

City National Bank

Custodian DB

DavidG Org

DB-CS

Evolve

Evolve Mortgage Test Environment

NAME	REGISTERED	DOCUMENT TYPE	SELECT
if		Certificate-Note	☐
02/23/2026		Note	☒

Reset

Cancel

Submit

Create eDelivery

Back

- Click in the box under Recipients to select a MERS Member from the dropdown.
- Click the green plus icon to add them to the request. Click on the red icon next to an Org ID to remove them.
- Once you have confirmed your asset(s) and your recipient(s), hit Submit.

eVault – MERS eRegistry

MERS eRegistry

Details

MIN #
999935323202600010

Loan #
777032320260001

Created
03/23/2026

eDelivery Request sent.

If no actions are completed by the recipient(s), the request will expire tomorrow at 3:00AM EST.

Unregister

Transfer

Create eDelivery

Active
Yes

Authoritative Copy
No

Registered
03/23/2026

Signed Date
03/23/2026

Document Type
Note

Inactivated

Rights H

Controller
100ECLOSE

Updated
03/24/2026

Delivery Details

RECIPIENTS (ORGANIZATION ID)

APPROVAL NOTIFICATIONS

ASSETS

1. 9999307 ACCEPTED

2. 9999312 ACCEPTED

Close

Activity Log

TYPE	TRACKING #	INITIATED DATE	EFFECTIVE DATE	STATUS	ACTIONS
Delivery	1884253	03/23/2026		Success	ⓘ
Transfer	1688523	03/23/2026	03/23/2026	Success	ⓘ

Create eDelivery

Back

- You will see an eDelivery Request sent message after you click Submit.
- Click on the Information icon under Actions to view details for your eDelivery request. If you eDelivered to multiple entities, they will be listed here. Please note that this window is broken down into 3 tabs.

eVault – Replacing an eNote

MERS eRegistry

Account #: 100TRAINING

Details

777090120260002

JOHN SMITH

20

999922301202600029

100TRAINING 9999223

100TRAINING 9999223

100TRAINING 9999223

09/01/2026



eNote/SMART Doc®

Unregister

Transfer

Create eDelivery

Active

Yes

Authoritative Copy

Yes

Registered

09/01/2026

Signed Date

09/01/2026

Inactivated

Inactivated Status

Signature Validation

Assumption

Document Type

Note

Rights Holders

Current

Controller

100TRAINING 9999223

Updated

09/01/2026

Activity Log

TYPE

TRACKING #

INITIATED DATE

EFFECTIVE DATE

No matching records found

Create eDelivery

Back

MERS Registration

MIN Number:*

999922301202600029

Cancel

Un-Register

eNote/SMART Doc®

Register

Active

No

Authoritative Copy

No

Inactivated

09/01/2026

Inactivated Status

RegistrationReversal

Document Type

Note

- You can also replace an incorrect eNote on the MERS eRegistry from your eVault.
- Navigate to the affected MIN in your eVault Directory and click on the MERS icon.
- Unregister the MIN – this will “disconnect” the affected asset from the eRegistry.

eVault – Replacing an eNote

eVault Directory ▸ Assets

Assets

Account #: 100TRAINING

777090120260002 JOHN SMITH 20 999922301202600029 100TRAINING 9999223 100TRAINING 9999223 100TRAINING 9999223 09/01/2026

Search:

TITLE/CLASS	NAME	MODIFIED	ACTIONS
DocMagic eNote Certificate Certificate-Note	enote-certificate.pdf	09/01/2026	    
MULTISTATE FIXED RATE ELECTRONIC NOTE Note	us3200.not-sd.ftl	09/01/2026	    

Upload Back

- After unregistering the MIN, return to the eVault Directory and click the Assets icon (eye).
- In the Assets screen, locate the Multistate Fixed Rate Electronic Note and click the corresponding Edit icon (pencil). Be careful not to select the adjacent eNote Certificate.

eVault – Replacing an eNote

Edit Asset

File Name:

Choose File

No file chosen

Title: *

DocMagic eNote Certificate

Document Class:

Certificate-Note

Format Id:

enote-certificate.pdf

Reference Id:

eNote/SMART Doc®?

☐ ←

MIN Number:

999922301202600029

Controller Id:

9999223

Location Id:

9999223

Master Servicer Id:

9999223

Cancel

Update

- In the Edit Asset window, clear the eNote/SMARTDoc checkbox. This removes the eNote designation from the selected asset.
- Click Update to save your changes. Then, reprocess the eNote or closing package from the same worksheet or loan file.

eVault – Replacing an eNote

eVault Directory ▸ Assets

Assets

Account #: 100TRAINING

Authoritative Copy: Yes

Worksheet #: 20 Loan #: 777090120260002 Borrower: JOHN SMITH

Type: Conventional Purpose: Modified: 09/01/2026

Search:

TITLE/CLASS	NAME	MODIFIED	ACTIONS
DocMagic eNote Certificate Certificate-Note	enote-certificate.pdf	09/01/2026	    
MULTISTATE FIXED RATE ELECTRONIC NOTE Note	us3200.not-sd.ftl	09/01/2026	    
DocMagic eNote Certificate Certificate-Note	enote-certifi		
MULTISTATE FIXED RATE ELECTRONIC NOTE Note	us3200.not-		

Upload Asset

File Name: * No file chosen

Title: *

Document Class:

Format Id:

Reference Id:

eNote/SMART Doc@? ☒

- Once all required signatures have been obtained on the newly executed eNote, it will be returned to the Assets section.
- If the corrected eNote was obtained from another source, use the Upload function to add the document to the eVault, and designate the asset as the eNote.

eVault – Replacing an eNote

eVault Directory ▸ Assets

Assets

Account #: 100TRAINING

Authoritative Copy: Yes

Worksheet #: 20 Loan #: 777090120260002 Borrower: JOHN SMITH

Type: Conventional Purpose: Modified: 09/01/2026

Search:

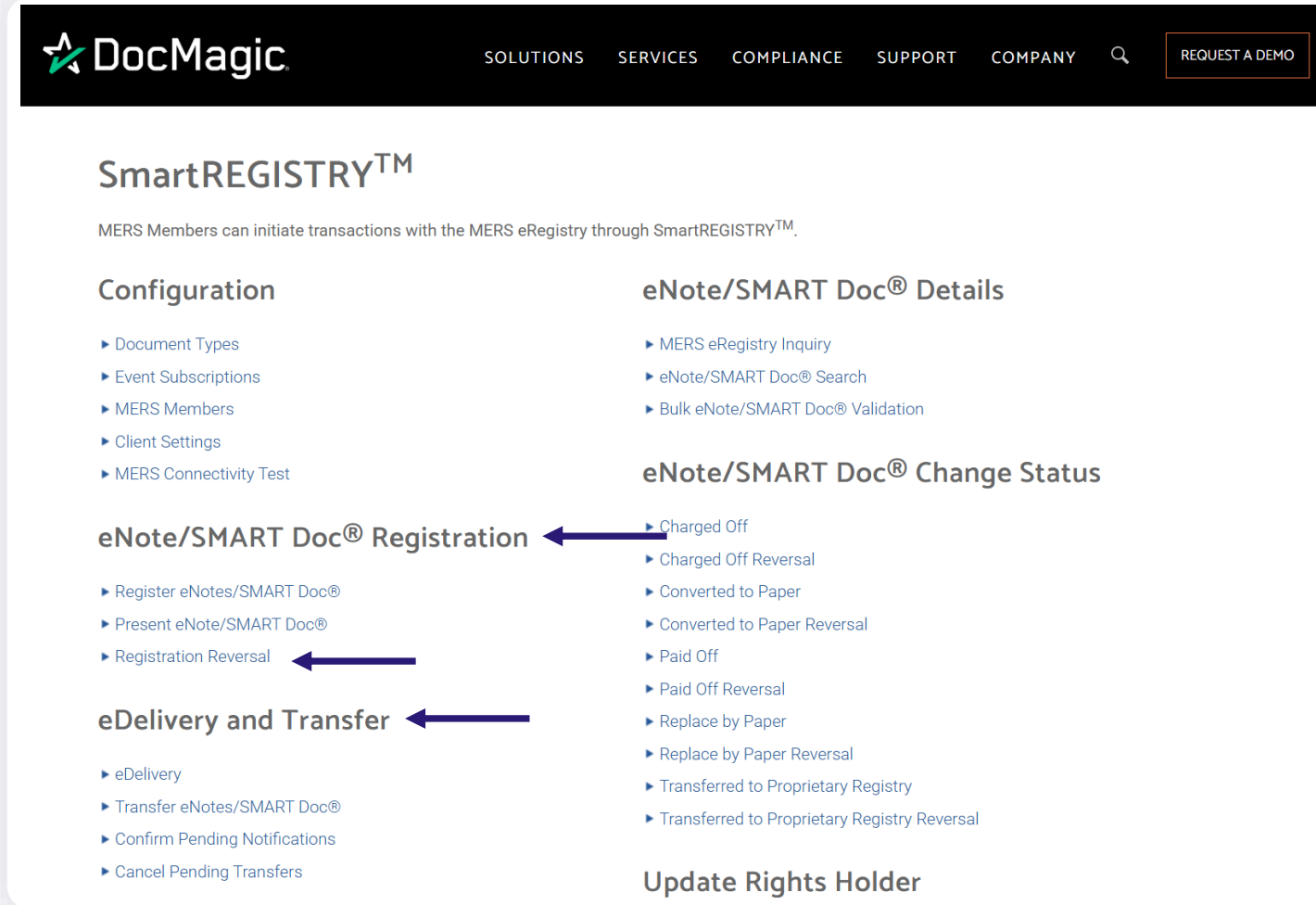
Reference Id:

Doc eNote/SMART Doc®? ☒

MULTISTATE FIXED RATE ELECTRONIC NOTE Note	us3200.not-sd.ftl	09/01/2026	    
DocMagic eNote Certificate Certificate-Note	enote-certificate.pdf	09/01/2026	    
MULTISTATE FIXED RATE ELECTRONIC NOTE Note	us3200.not-sd.ftl	09/01/2026	    

- Like the eVault Directory, the most recently added asset will be at the top of the list.
- Click the corresponding Edit icon (pencil) and verify that the eNote/SMARTDoc checkbox is selected for the correct asset.
- To further confirm that you have selected the correct record, compare the Reference ID – each asset is assigned a unique value.
- Return to the eVault Directory or navigate to the asset's MERS page and confirm that the MIN has been successfully re-registered.

SmartREGISTRY™ – Registration, eDelivery, and Transfer



- You can register, unregister, eDeliver and transfer rights on one eNote at a time in the eVault.
- However, SmartREGISTRY™ enables those same requests to be processed for *multiple eNotes at a time*.
- These can be done under the eNote/SMART Doc Registration sections.
- We'll start with Registration Reversal as an example.

SmartREGISTRY™ – Add MINs, Send Requests

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

SmartREGISTRY™ ▶ Registration Reversal

Registration Reversal

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

MIN: ←

LOAN	WORKSHEET #	MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	ACTIONS
777022420260003	4202	999935324202600034	Note	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)	

- There are two ways to add MINs to a SmartREGISTRY™ request:
 - If you know your MIN, you can paste it directly into the field and hit Add MIN. The MIN will be instantly added to your request as shown in the image.
 - If you need to search for your MIN, hit Search to bring up a list of parameters. We'll cover this on the next slides.

SmartREGISTRY™ – Add MINs, Send Requests

eNote/SMART Doc® Search

MIN:

Location:

100ECLOSE

Controller:

Master Servicer:

Subservicer:

Secured Party:

Secured Delegatee Party:

Delegatee for Transfers:

Cancel

Clear

Search

LOAN #	WORKSHEET	MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	SUBSERVICER	SECURED PARTY	SECURED PARTY DELEGATEE	DELEGATEE FOR TRANSFERS	ACTIONS
1122332141	1	999930711223321415	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
1122332150	6	999930711223321506	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
1122332199	14	999930711223321993	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
1122332403	31	999930711223324039	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204031045	33	999930722040310457	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204032021	34	999930722040320217	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204091235	36	999930722040912351	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204091332	37	999930722040913326	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
0040218517	32	999930700402185170	Note	100ECLOSE	100ECLOSE	100ECLOSE					☒
3304240950	41	999930733042409502	Note	100ECLOSE	100ECLOSE	100ECLOSE					☒

Cancel

Submit

- If you need to search for your MIN, hit Search to bring up a list of parameters – shown in the top half of the image.
- Enter your criteria, hit Search, and the results will populate below.
- Select MINs from the results by checking the corresponding box under Actions.
- Click Submit and add them to your request.

SmartREGISTRY™ – Add MINs, Send Requests

 [SOLUTIONS](#) [SERVICES](#) [COMPLIANCE](#) [SUPPORT](#) [COMPANY](#) [REQUEST A DEMO](#) [DASHBOARD / LOG OUT](#)

SmartREGISTRY™ > Registration Reversal

Registration Reversal

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

MIN: [Add MIN](#) [Search](#)

LOAN	WORKSHEET #	MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	ACTIONS
777022420260003	4202	999935324202600034	Note	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)	
0040218517	32	999930700402185170	Note	100ECLOSE	100ECLOSE	100ECLOSE	
3304240950	41	999930733042409502	Note	100ECLOSE	100ECLOSE	100ECLOSE	

[Cancel](#) [Send](#)

- Once you have loaded your MINs, hit Send to submit your request. You can do this with a single item or many. Think of it as adding items to a cart before checking out once you're done shopping.

SmartREGISTRY™ – Add MINs, Send Requests

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SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO

DASHBOARD / LOG OUT

Change Status Response

STATUS	MIN	NAME	DESCRIPTION
SUCCESS	999935324202600034		
5007	999930700402185170	MIN Not Found	MIN was not found on the eRegistry.
5007	999930733042409502	MIN Not Found	MIN was not found on the eRegistry.

Close

- You'll see a Change Status Response for every entry.
 - A Success entry in the Status column indicates that the request went through and the eNote was successfully marked off as Charged Off in this case. The change status can be confirmed on the eNote's MERS page in the eVault, where it will be marked as Charged Off.
 - Unsuccessful messages will be denoted with an error code with a corresponding name and description of the error.

SmartREGISTRY™ – Add MINs, Send Requests

MERS eRegistry

Account #: 100SALES

Details

MIN #

999935324202600034

Loan #

777022420260003

Borrower

JOHN SMITH

Created

02/25/2026

eNote/SMART Doc®

Register

Active

No

Authoritative Copy

No

Registered

02/25/2026

Signed Date

02/25/2026

Inactivated

03/19/2026

Inactivated Status

RegistrationReversal

Signature Validation

Y

Assumption

N

Document Type

Note

Rights Holders

Current

Previous

Controller

100 Sales (9999353)

Location

100 Sales (9999353)

Master Servicer

100 Sales (9999353)

Subservicer

Updated

03/19/2026

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

- You can always find the MIN(s) in the eVault and go to the MERS eRegistry page to see the change(s) reflected. In this example, the eNote is now showing as Unregistered.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

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 [SOLUTIONS](#) [SERVICES](#) [COMPLIANCE](#) [SUPPORT](#) [COMPANY](#) [REQUEST A DEMO](#) [DASHBOARD / LOG OUT](#)

SmartREGISTRY™ > Register eNote/SMART Doc®

Register eNote/SMART Doc®

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:	999935324202600034  	Master Servicer:*	100 Sales (9999353)
eDeliver:	☒	Secured Party:	
		Secured Party Delegatee:	

Selected eNote/SMART Doc®

MIN	METHOD	CONTROLLER	LOCATION	MASTER SERVICER	DELEGATEE FOR TRANSFERS	SECURED PARTY	SECURED PARTY DELEGATEE	ACTIONS
999935324202600034	Presentation	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)				

[Cancel](#) [Clear](#) [Register](#)

- The Register eNote/SMART Doc function in SmartREGISTRY™ allows you to register multiple eNotes at a time.
- The eNote/SMART Doc Registration Settings from your client settings will be reflected on this screen.
- The Add Min and Search buttons have been replaced by the Green Plus (+) and Magnifying Glass icons, respectively. Functionally, they are the same.
- Add your MIN(s) to your request and click Register. You can remove a MIN from the request by clicking on the red icon under Actions next to the corresponding MIN.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

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Registration request sent.

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REQUEST A DEMO

DASHBOARD / LOG OUT

SmartREGISTRY™ > Register eNote/SMART Doc®

Register eNote/SMART Doc®

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: 999935324202600034

Master Servicer: * 100 Sales (9999353)

eDeliver: ☒

Secured Party:

Secured Party Delegate:

Selected eNote/SMART Doc®

MIN	METHOD	CONTROLLER	LOCATION	MASTER SERVICER	DELEGATEE FOR TRANSFERS	SECURED PARTY	SECURED PARTY DELEGATEE	ACTIONS
999935324202600034	Presentation	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)				

Cancel

Clear

Register

- You'll see a "Registration request sent" notification appear in the top right of the screen after you click Register.
- MINs that were successfully registered will be denoted with a green check mark.
- You can always find the MIN(s) in the eVault and go to the MERS eRegistry page to see the change(s) reflected (showing as registered).

SmartREGISTRY™ – Registration, eDelivery, and Transfer

The screenshot displays the SmartREGISTRY™ eDelivery interface. At the top, there is a navigation bar with the DocMagic logo, contact information (INFO@DOCMAGIC.COM and PHONE (800) 649-1362), and links for SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY. A 'REQUEST A DEMO' button and a 'DASHBOARD / LOG OUT' button are also present.

The main content area is titled 'eDelivery' and includes a sub-header 'Recipients (Organization Id)'. Below this, there is a list of recipients with a dropdown menu open, showing a search bar and a list of organizations. The dropdown menu is currently displaying a list of organizations, with '100ENOTE' selected. The list includes:

- 100 Sales (9999353)
- 1002194
- 100CM Bank
- 100ECLOSE
- 100ENOTE
- 1st Security Bank of Washington
- Ameris Bank
- AmeriSave
- Bank Of with Custodian
- Beta eSign demo (9999292)
- BOTS
- Cenlar Servicing
- Centier Bank
- City National Bank
- Custodian DB
- DavidG Org

At the bottom of the interface, there are four buttons: 'Cancel', 'Clear', 'Upload', and 'Send'.

- The eDelivery function in SmartREGISTRY™ allows you to eDeliver multiple packages to multiple recipients.
- Use the dropdown to select Recipients from your MERS Members. Click on the Green Plus (+) to your selection.
- Click on the red icon to remove a Recipient.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

The screenshot displays the DocMagic SmartREGISTRY™ eDelivery interface. At the top, the DocMagic logo is on the left, and navigation links for SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY are in the center. On the right, there are buttons for REQUEST A DEMO and DASHBOARD / LOG OUT. Below the navigation bar, the breadcrumb "SmartREGISTRY™ > eDelivery" is shown. The main heading is "eDelivery", followed by a subtext: "MERS Members can add documents to be delivered to another MERS Member based on a registered MIN through the MERS eRegistry." Under the heading "Recipients (Organization Id)", there is a list of three items: 1. 100ECLOSE, 2. 100ENOTE, and 3. a dropdown menu with a green plus icon. Below this is the "Packages" section, which contains a "MIN:" label and a text input field. Underneath the input field, it says "Attached File Name: bulkmin.csv". At the bottom of this section are four buttons: Cancel, Clear, Upload (highlighted with a red box), and Send. A Windows File Explorer window is overlaid on the bottom half of the interface, showing the path "Alan Dai > Documents > bulkmin". The file list contains one file, "bulkmin.csv", which is a Microsoft Excel Compressed File (1 KB). The "File name" field at the bottom of the explorer is set to "bulkmin.csv", and the file type is set to "All files (*.*)".

- Add MINs to your request through the Add MIN and Search icons, covered previously.
- The eDelivery function in SmartREGISTRY™ supports bulk uploads via csv. Click Upload to select a file from your computer.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

The screenshot displays the DocMagic SmartREGISTRY eDelivery interface. At the top, the DocMagic logo is on the left, and navigation links for SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY are in the center. On the right, there are buttons for 'REQUEST A DEMO' and 'DASHBOARD / LOG OUT'. Below the navigation bar, the page title 'SmartREGISTRY™ eDelivery' is shown. The main heading is 'eDelivery', followed by a subheading 'Recipients (Organization Id)'. A list of recipients is shown: 1. 100ECLOSE and 2. 100ENOTE. Below this, a preview of a CSV file named 'bulkmin.csv' is shown. The preview displays a table with columns A through G. The first five rows contain MIN values: 999935317750693039, 999935301202600016, 999935326202600013, 999935323202600010, and 999935324202600034. To the right of the CSV preview, a small window titled 'text.csv' shows the same data in a text editor format.

	A	B	C	D	E	F	G
1	999935317750693039,						
2	999935301202600016,						
3	999935326202600013,						
4	999935323202600010,						
5	999935324202600034						
6							
7							
8							

```
text.csv
File Edit View

999935317750693039,
999935301202600016,
999935326202600013,
999935323202600010,
999935324202600034
```

- Please include a comma at the end of every MIN on your csv file, *except for the last entry.*
- MINs must also be arranged *vertically* in a single column with one entry per row.
- You may create and edit your csv from a text editor such as Notepad or from Excel. However, if you choose to work on the file in Excel, *please ensure that Excel does not change the values of your MINs.* We encourage users to review their files in a text editor prior to uploading.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

The screenshot displays the DocMagic SmartREGISTRY eDelivery interface. At the top, a navigation bar includes the DocMagic logo, links for SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY, and buttons for REQUEST A DEMO and DASHBOARD / LOG OUT. The main header shows 'SmartREGISTRY™' and 'eDelivery'. The 'eDelivery' section explains that MERS Members can add documents for delivery to another member based on a registered MIN. Below this, there are sections for 'Recipients (Or)' and 'Packages'. The 'Recipients (Or)' section lists three items: 1. 100ECLOSE, 2. 100ENOTE, and 3. A text input field. The 'Packages' section shows a table with columns for MIN and a file name. The file name is 'bulkmin.csv'. An 'Upload Confirmation' modal is open, displaying the message: 'The request has been successfully submitted for the uploaded 5 MIN(s). Please check the eRegistry Transactions report to see the results.' The modal has a 'Close' button. At the bottom of the interface, there are four buttons: 'Cancel', 'Clear', 'Upload', and 'Send'. The 'Send' button is highlighted with a blue border.

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

SmartREGISTRY™ eDelivery

eDelivery

MERS Members can add documents to be delivered to another MERS Member based on a registered MIN through the MERS eRegistry.

Recipients (Or)

1. 100ECLOSE
2. 100ENOTE
- 3.

Packages

MIN	File Name
	bulkmin.csv

Attached File Name: bulkmin.csv

Upload Confirmation

The request has been successfully submitted for the uploaded 5 MIN(s).
Please check the eRegistry Transactions report to see the results.

Close

Cancel Clear Upload **Send**

- If you are using the bulk upload function, you may send your request once you have attached the file.
- You will not see individual status change responses if you use this function – rather, you will see an Upload Confirmation message prompting you to check the eRegistry Transactions report (reports will be covered later). Please run this report to ensure that your requests were successful.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

The screenshot shows the DocMagic SmartREGISTRY™ interface. At the top is a navigation bar with the DocMagic logo, links for SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, and COMPANY, a search icon, and buttons for REQUEST A DEMO and DASHBOARD / LOG OUT. Below the navigation bar, the breadcrumb trail reads "SmartREGISTRY™ > Transfer eNote/SMART Doc® Search". The main heading is "Transfer eNote/SMART Doc® Search", followed by a subtext: "MERS Members can transfer rights holders on MINS that are registered on the MERS eRegistry." The section is titled "Transfer Details". The form contains several fields: "Request Action Type:" (a dropdown menu), "Transfer Effective Date:" (a date field set to 03/23/2026 with a calendar icon), "MIN:" (a text field with a green plus icon and a magnifying glass icon), "eDeliver to Recipients:" (a checked checkbox), "Controller:" (a dropdown menu), "Location:" (a dropdown menu), "Master Servicer:" (a dropdown menu), "Subservicer:" (a dropdown menu), "Secured Party:" (a dropdown menu), "Secured Party Delegatee:" (a dropdown menu), and "Delegatee for Transfers:" (a dropdown menu). At the bottom of the form are four buttons: "Cancel", "Clear", "Upload", and "Transfer".

- The Transfer eNote/SMART Doc function in SmartREGISTRY™ allows you to transfer rights for multiple eNotes at a time.
- Start by selecting Request Action Type in the top left. Fields will remain greyed out if not applicable.
- Search for MINs to add to your request through the green plus and magnifying glass icons covered previously. You also have the option to do a bulk upload as an alternative (the option will disappear as soon as you search).

SmartREGISTRY™ – Registration, eDelivery, and Transfer



SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

SmartREGISTRY™ ▶ Transfer eNote/SMART Doc® Search

Transfer eNote/SMART Doc® Search

MERS Members can transfer rights holders on MINS that are registered on the MERS eRegistry.

Transfer Details

Request Action Type: *

MIN: *

Controller:

Master Servicer:

Secured Party:

Delegatee for Transfers:

Transfer Effective Date: * 03/23/2026

eDeliver to Recipients: ☒

Location:

Subservicer:

Secured Party Delegatee:

Show: 10 entries Search:

MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	SUBSERVICER	SECURED PARTY	SECURED PARTY DELEGATEE	DELEGATEE FOR TRANSFERS	ACTIONS
999935310202600017	Note	100ECLOSE	100ECLOSE	100 Sales (9999353)					☒
999935305202600017	Note	100ECLOSE	100ECLOSE	100 Sales (9999353)					☒
999935305202500019	Note	100ECLOSE	100ECLOSE	100 Sales (9999353)					☐

- Please note that the MINs that you see directly below are your search results, not items in your request.
- You will need to select the MINs to add to your request from the search results by checking the corresponding box under the Actions column.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

Transfer eNote/SMART Doc® Search

MERS Members can transfer rights holders on MINS that are registered on the MERS eRegistry.

Transfer Details

Request Action Type:*	Transfer of Control & Location	Transfer Effective Date:*	03/23/2026
MIN:*	999935323202600010	eDeliver to Recipients:	☒
Controller:*	100ECLOSE	Location:*	100ECLOSE
Master Servicer:		Subservicer:	
Secured Party:		Secured Party Delegatee:	
Delegatee for Transfers:			

Show: 10 entries

Search:

MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	SUBSERVICER	SECURED PARTY	SECURED PARTY DELEGATEE	DELEGATEE FOR TRANSFERS	ACTIONS
999935323202600010	Note	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)					☒

Showing 1 - 1 (of 1 results)

Selected eNotes

MIN	CONTROLLER	LOCATION	MASTER SERVICER	SUBSERVICER	SECURED PARTY	SECURED PARTY DELEGATEE	DELEGATEE FOR TRANSFERS	ACTIONS
999935310202600017	100ECLOSE	100ECLOSE						
999935323202600010	100ECLOSE	100ECLOSE						

Cancel Clear Upload Transfer

- The Selected eNotes section further down displays your actual request – your MINs and the corresponding rights you intend to update. You may remove a MIN from your request through the red icon under Actions, or by unchecking the box.
- Hit Transfer when ready.

SmartREGISTRY™ – Registration, eDelivery, and Transfer

Transfer eNote/SMART Doc® Search

MERS Members can transfer rights holders on MINS that are registered on the MERS eRegistry.

✓ Transfer request sent.

Transfer Details

Request Action Type:*	Transfer of Control & Location	Transfer Effective Date:*	03/23/2026
MIN:*	999935323202600010	eDeliver to Recipients:	☒
Controller:*	100ECLOSE	Location:*	100ECLOSE
Master Servicer:		Subservicer:	
Secured Party:		Secured Party Delegate:	
Delegatee for Transfers:			

Show: 10 entries

Search:

MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	SUBSERVICER	SECURED PARTY	SECURED PARTY DELEGATEE	DELEGATEE FOR TRANSFERS	ACTIONS
999935323202600010	Note	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)					☒

Showing 1 - 1 (of 1 results)

Selected eNotes

MIN	CONTROLLER	LOCATION	MASTER SERVICER	SUBSERVICER	SECURED PARTY	SECURED PARTY DELEGATEE	DELEGATEE FOR TRANSFERS	ACTIONS
MERS response status: The New Controller cannot be the same as the Current Controller. Code:5585								
999935310202600017	100ECLOSE	100ECLOSE						
999935323202600010	100ECLOSE	100ECLOSE						

Cancel Clear Upload Transfer

- You'll see a green "Transfer request sent" message appear towards the top right.
- Individual statuses can be found in the Selected eNotes section. A green check mark means that the MIN was successfully updated and that all request transfers went through. Hover over a red exclamation mark to view messages.

SmartREGISTRY™ – MERS eRegistry Inquiry

The screenshot shows the DocMagic website with a dark navigation bar. The main content area is titled 'SmartREGISTRY™' and includes a sub-header: 'MERS Members can initiate transactions with the MERS eRegistry through SmartREGISTRY™.' Below this, there are four main sections: 'Configuration', 'eNote/SMART Doc® Registration', 'eDelivery and Transfer', and 'eNote/SMART Doc® Details'. The 'eNote/SMART Doc® Details' section is highlighted with a blue arrow pointing to 'MERS eRegistry Inquiry'. The 'eNote/SMART Doc® Change Status' section is also visible.

DocMagic SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY [REQUEST A DEMO](#)

SmartREGISTRY™

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

Configuration

- ▶ Document Types
- ▶ Event Subscriptions
- ▶ MERS Members
- ▶ Client Settings
- ▶ MERS Connectivity Test

eNote/SMART Doc® Registration

- ▶ Register eNotes/SMART Doc®
- ▶ Present eNote/SMART Doc®
- ▶ Registration Reversal

eDelivery and Transfer

- ▶ eDelivery
- ▶ Transfer eNotes/SMART Doc®
- ▶ Confirm Pending Notifications
- ▶ Cancel Pending Transfers

eNote/SMART Doc® Details

- ▶ MERS eRegistry Inquiry ←
- ▶ eNote/SMART Doc® Search
- ▶ Bulk eNote/SMART Doc® Validation

eNote/SMART Doc® Change Status

- ▶ Charged Off
- ▶ Charged Off Reversal
- ▶ Converted to Paper
- ▶ Converted to Paper Reversal
- ▶ Paid Off
- ▶ Paid Off Reversal
- ▶ Replace by Paper
- ▶ Replace by Paper Reversal
- ▶ Transferred to Proprietary Registry
- ▶ Transferred to Proprietary Registry Reversal

Update Rights Holder

- You can retrieve and view detailed information on a MIN through the MERS eRegistry Inquiry function of SmartREGISTRY™ (previously called eNote Inquiry).

SmartREGISTRY™ – MERS eRegistry Inquiry

The screenshot shows the DocMagic SmartREGISTRY MERS eRegistry Inquiry page. The header includes the DocMagic logo and navigation links: SOLUTIONS, SERVICES, COMPLIANCE, SUPPORT, COMPANY, a search icon, and buttons for REQUEST A DEMO and DASHBOARD / LOG OUT. The breadcrumb trail is SmartREGISTRY > MERS eRegistry Inquiry. The main heading is MERS eRegistry Inquiry, followed by a subtext: MERS members can retrieve summary or status information for eNote/SMART Doc® that have been registered on the MERS eRegistry. The form contains three fields: Request Action Type (a dropdown menu set to Summary Information), MIN (a text box containing 999935320347866357), and Validate Signature (a checked checkbox). At the bottom of the form are three buttons: Back, Clear, and Submit.

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

SmartREGISTRY > MERS eRegistry Inquiry

MERS eRegistry Inquiry

MERS members can retrieve summary or status information for eNote/SMART Doc® that have been registered on the MERS eRegistry.

Request Action Type: Summary Information

MIN: 999935320347866357

Validate Signature: ☒

Back Clear Submit

- You may retrieve details for a single MIN.
- Select Summary or Status from the Request Action Type and check the box if you want to validate the asset's signature.

SmartREGISTRY™ – MERS eRegistry Inquiry



SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY 

REQUEST A DEMO

DASHBOARD / LOG OUT

MIN: 999935320347866357

DOC TYPE	TAMPER SEAL DATE	LIEN PRIORITY TYPE	VAULT ID	ASSUMPTION	SIG VALIDATION	LOAN MOD	LOAN MOD TYPE
	2026-02-25T17:49:29Z			N	Y	N	

Registration Information

REGISTRATION DATE	EVault IDENTIFIER	ACTIVE
2026-02-25T17:49:31Z		Y

Organizations

SECURED PARTY

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

- The details will populate below. Please note that a “Summary” request will include more information.
- If you do not have the appropriate rights, your results may only include the Master Servicer in the rights holder's section.

SmartREGISTRY™ – eNote/SMART Doc Search

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO DASHBOARD / LOG OUT

SmartREGISTRY > Search

Search

MIN:

Controller:

Master Servicer:

Secured Party:

Delegatee for Transfers:

Loan #:

Borrower First Name:

Start Date: 01/01/2026

Received From:

Location:

Subservicer:

Secured Party Delegatee:

Document Type:

Client Loan Id:

Borrower Last Name:

End Date: 03/23/2026

Back Clear Search

eNote/SMART Doc® Details

- ▶ MERS eRegistry Inquiry
- ▶ eNote/SMART Doc® Search
- ▶ Bulk eNote/SMART Doc® Validation

- You can search for eNotes that meet specific parameters through the eNote/SMART Doc Search function of SmartREGISTRY.
- If you have many items in your eVault, please consider including a date to range to not overwhelm the search function.

SmartREGISTRY™ – eNote/SMART Doc Search

Search

MIN:

Controller:

Master Servicer:

Secured Party:

Delegatee for Transfers:

Loan #:

Borrower First Name:

Start Date:

Received From:

Location:

Subservicer:

Secured Party Delegatee:

Document Type:

Client Loan Id:

Borrower Last Name:

End Date:

Back

Clear

Search

Account #: 100SALES
Total Records: 35

MIN	Document	Controller	Location	Master Se	Loan #	Borrower Na	Updated	Auth Copy	Registere	Signed Dat	Sig Validat	Active	Actions
						john smitl x							
Sort Ascending	Note	100ECLOSE	100ECLOSE	100 Sales ...	77703232...	JOHN SMITH	03/23/2026	NO	03/23/2026	03/23/2026	Y	YES	
Sort Descending	Note	100 Sales ...	100 Sales ...	100 Sales ...	77702242...	JOHN SMITH	03/23/2026	YES	03/19/2026	02/25/2026	Y	YES	
Hide Column	Note	100ECLOSE	100ECLOSE	100 Sales ...	77703112...	JOHN SMITH	03/23/2026	NO	03/12/2026	03/12/2026	Y	NO	
	Note	100ECLOSE	100ECLOSE	100 Sales ...	77703102...	JOHN SMITH	03/23/2026	NO	03/10/2026	03/10/2026	Y	YES	
999935305202600025	Note	AmeriSave	AmeriSave	100 Sales ...	77703052...	JOHN SMITH	03/09/2026	NO	03/05/2026	03/05/2026	Y	YES	
999935325202600023	Note	100 Sales ...	100 Sales ...	100 Sales ...	61602262...	JOHN SMITH	03/04/2026	YES	02/26/2026	02/26/2026	Y	YES	
999935320347866357	Note	100 Sales ...	100 Sales ...	100 Sales ...	17720347...	John Smith	03/23/2026	YES	02/25/2026	02/25/2026	Y	YES	
999935320299752415	Note	100 Sales ...	100 Sales ...	100 Sales ...	17720299...	John Smith	02/25/2026	YES	02/25/2026	02/25/2026	Y	YES	
999935324202600018	Note	100 Sales ...	100 Sales ...	100 Sales ...	77702242...	JOHN SMITH	02/24/2026	YES	02/24/2026	02/24/2026	Y	YES	

- Hit search to see results in your eVault that match your criteria.
- Hit the carat (v) at the top right of a column to sort the results by the values in that column, or to hide it from your view.
- Filter a column by a value through typing in the top header box.
- Click and drag the borders of a column to expand or shrink the width.
- The icons under the Actions column on the right allow you to access the View Assets, Edit, and MERS eRegistry pages of the eNote, just like the eVault.

SmartREGISTRY™ – eNote/SMART Doc Search

Search

MIN:

Controller:

Master Servicer:

Secured Party:

Delegatee for Transfers:

Loan #:

Borrower First Name:

Start Date:

Received From:

Location:

Subservicer:

Secured Party Delegatee:

Document Type:

Client Loan Id:

Borrower Last Name:

End Date:

Back

Clear

Search

Sort Ascending

Sort Descending

Hide Column

MIN	Document	Controller	Location	Master Se	Loan #	Borrower Na	Updated	Auth Copy	Registere
	Note	100ECLOSE	100ECLOSE	100 Sales ...	77703232...	JOHN SMITH	03/23/2026	NO	03/23/2026
	Note	100 Sales ...	100 Sales ...	100 Sales ...	77702242...	JOHN SMITH	03/23/2026	YES	03/19/2026
	Note	100ECLOSE	100ECLOSE	100 Sales ...	77703112...	JOHN SMITH	03/23/2026	NO	03/12/2026
	Note	100ECLOSE	100ECLOSE	100 Sales ...	77703102...	JOHN SMITH	03/23/2026	NO	03/10/2026
999935305202600025	Note	AmeriSave	AmeriSave	100 Sales ...	77703052...	JOHN SMITH	03/09/2026	NO	03/05/2026
999935325202600023	Note	100 Sales ...	100 Sales ...	100 Sales ...	61602262...	JOHN SMITH	03/04/2026	YES	02/26/2026
999935320347866357	Note	100 Sales ...	100 Sales ...	100 Sales ...	17723047...	John Smith	03/23/2026	YES	02/25/2026
999935320299752415	Note	100 Sales ...	100 Sales ...	100 Sales ...	17722099...	John Smith	02/25/2026	YES	02/25/2026
999935324202600018	Note	100 Sales ...	100 Sales ...	100 Sales ...	77702242...	JOHN SMITH	02/24/2026	YES	02/24/2026

Clear all filters

Export All to CSV

Export visible data as csv

Export visible data as pdf

Export visible data as excel

Columns:

✓ MIN

✓ Document Type

✓ Controller

✓ Location

✓ Master Servicer

✗ Subservicer

✗ Secured Party

✗ Secured Party Delegatee

✗ Delegatee for Transfers

- The “Hamburger Menu” at the top right of the results allows you to clear all filters, export the data, and hide/unhide columns. Be sure to scroll down to see all your options.
- SmartREGISTRY™ reports, covered later, will be very similar to these search results.

SmartREGISTRY™ – eNote/SMARTDoc Change Status

SmartREGISTRY™

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

Configuration

- ▶ Document Types
- ▶ Event Subscriptions
- ▶ MERS Members
- ▶ Client Settings
- ▶ MERS Connectivity Test

eNote/SMART Doc® Registration

- ▶ Register eNotes/SMART Doc®
- ▶ Present eNote/SMART Doc®
- ▶ Registration Reversal

eDelivery and Transfer

- ▶ eDelivery
- ▶ Transfer eNotes/SMART Doc®
- ▶ Confirm Pending Notifications
- ▶ Cancel Pending Transfers

Modifications

- ▶ CEMA
- ▶ Electronic
- ▶ Paper
- ▶ Modification Reversal

eNote/SMART Doc® Details

- ▶ MERS eRegistry Inquiry
- ▶ eNote/SMART Doc® Search
- ▶ Bulk eNote/SMART Doc® Validation

eNote/SMART Doc® Change Status



- ▶ Charged Off
- ▶ Charged Off Reversal
- ▶ Converted to Paper
- ▶ Converted to Paper Reversal
- ▶ Paid Off
- ▶ Paid Off Reversal
- ▶ Replace by Paper
- ▶ Replace by Paper Reversal
- ▶ Transferred to Proprietary Registry
- ▶ Transferred to Proprietary Registry Reversal

Update Rights Holder

- ▶ Delegatee for Transfers
- ▶ Location
- ▶ Master Servicer/Subservicer
- ▶ Secured Party
- ▶ Secured Party Delegatee

- The eNote/SmartDoc Change Status section contains deactivation statuses. If you need to mark an eNote as any of the following, you may do so here:

- Charged Off
- Converted to Paper
- Paid Off
- Replace By Paper
- Transferred to Proprietary Registry

- All actions under eNote Change Status, including reversals, function the same way. We will use Charged Off, as an example. *This works the same as Registration Reversal covered previously.*

SmartREGISTRY™ – eNote/SMARTDoc Change Status

SmartREGISTRY™ • Charged Off

Charged Off

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

MIN:

LOAN	WORKSHEET #	MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	ACTIONS
777101620250002	4064	999935316202500024	Note	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)	

- There are two ways to add MINs to a SmartREGISTRY request:
 - If you know your MIN, you can paste it directly into the field and hit Add MIN. The MIN will be instantly added to your request as shown in the image.
 - If you need to search for your MIN, hit Search to bring up a list of parameters. We'll cover this on the next slides.

SmartREGISTRY™ – eNote/SMARTDoc Change Status

eNote/SMART Doc® Search ×

MIN:

Location:

Controller:

Master Servicer:

Subservicer:

Secured Party:

Secured Delegatee Party:

Delegatee for Transfers:

LOAN #	WORKSHEET	MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	SUBSERVICER	SECURED PARTY	SECURED PARTY DELEGATEE	DELEGATEE FOR TRANSFERS	ACTIONS
1122332141	1	999930711223321415	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
1122332150	6	999930711223321506	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
1122332199	14	999930711223321993	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
1122332403	31	999930711223324039	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204031045	33	999930722040310457	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204032021	34	999930722040320217	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204091235	36	999930722040912351	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
2204091332	37	999930722040913326	Note	100ECLOSE	100ECLOSE	100ECLOSE					☐
0040218517	32	999930700402185170	Note	100ECLOSE	100ECLOSE	100ECLOSE					☒
3304240950	41	999930733042409502	Note	100ECLOSE	100ECLOSE	100ECLOSE					☒

- If you need to search for your MIN, hit Search to bring up a list of parameters – shown in the top half of the image.
- Enter your criteria, hit Search, and the results will populate below.
- Select MINs from the results by checking the corresponding box under Actions.
- Click Submit and add them to your request.

SmartREGISTRY™ – Performing An Action on Multiple eNotes

 [SOLUTIONS](#) [SERVICES](#) [COMPLIANCE](#) [SUPPORT](#) [COMPANY](#) [REQUEST A DEMO](#) [DASHBOARD / LOG OUT](#)

SmartREGISTRY™ Charged Off

Charged Off

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

MIN: [Add MIN](#) [Search](#)

LOAN	WORKSHEET #	MIN	DOCUMENT TYPE	CONTROLLER	LOCATION	MASTER SERVICER	ACTIONS
777101620250002	4064	999935316202500024	Note	100 Sales (9999353)	100 Sales (9999353)	100 Sales (9999353)	
3304240950	41	999930733042409502	Note	100ECLOSE	100ECLOSE	100ECLOSE	
0040218517	32	999930700402185170	Note	100ECLOSE	100ECLOSE	100ECLOSE	

[Cancel](#) [Send](#)

- Once you have loaded your MINs, hit Send to submit your request. You can do this with a single item or many. Think of it as adding items to a cart before checking out once you're done shopping.

SmartREGISTRY™ – Performing An Action on Multiple eNotes

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

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

Change Status Response

STATUS	MIN	NAME	DESCRIPTION
SUCCESS	999935316202500024		
5007	999930733042409502	MIN Not Found	MIN was not found on the eRegistry.
5007	999930700402185170	MIN Not Found	MIN was not found on the eRegistry.

Close

- You'll see a Change Status Response for every entry.
 - A Success entry in the Status column indicates that the request went through and the eNote was successfully marked off as Charged Off in this case. The change status can be confirmed on the eNote's MERS page in the eVault, where it will be marked as Charged Off.
- Unsuccessful messages will be denoted with an error code with a corresponding name and description of the error.

SmartREGISTRY™ – Update Rights Holder

DocMagic

SOLUTIONS SERVICES COMPLIANCE SUPPORT COMPANY

REQUEST A DEMO

DASHBOARD / LOG OUT

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:

Add MIN Search

MIN	DOCUMENT TYPE	NAME	UPDATE MASTER SERVICER	EDELIVER	SUBSERVICER	REMOVE SUBSERVICER
999935320347866357	Note	MULTISTATE FIXED RATE ELECTRONIC NOTE	100 Sales (9999353)	☒	☐	☐

Cancel

Send

Update Rights Holder

▶ Delegatee for Transfers

▶ Location

▶ Master Servicer/Subservicer

▶ Secured Party

▶ Secured Party Delegatee

- You may also update rights for multiple eNotes under the Update Rights Holder section of SmartREGISTRY™.
- We'll use the Master Servicer/Subservicer as an example. Please note that you may not add a subservicer from this screen, only remove.
- Add items to your request using the Add MIN or Search function.
- Select the Master Servicer from the dropdown and if you want to eDeliver the asset. If applicable, you can also choose to remove a Subservicer. Hit Send to confirm your request.

SmartREGISTRY™ – Reports

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

SmartREGISTRY > eNote Inventory

eNote Inventory

Account #: 100SALES

Start Date: 01/01/2026 End Date: 03/24/2026

Back Clear Search

Reports ←

- ▶ eDelivery
- ▶ eNote/SMART Doc® Registration
- ▶ eNote/SMART Doc® Transfers
- ▶ SMART Doc® Inventory
- ▶ eNote/SMART Doc® Validation Failures
- ▶ eRegistry Transactions
- ▶ Event Notification Log
- ▶ eDelivery Transfer Exceptions

- Finally, reports can be found on the bottom right of SmartREGISTRY™. Reports are functionally similar – we will look at the SMART Doc Inventory as an example.
- Enter your criteria and hit Search. This report only has a date range, but others may include parameters.

SmartREGISTRY™ – Reports

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

SmartREGISTRY ▶ eNote Inventory

ENote Inventory

MIN	Loan #	Address	City	State	Zip	County		
 Sort Ascending	17720347866...	935 Willow Street	Burlington	NJ	08016	Burlington		
 Sort Descending	17720299752...	935 Willow Street	Burlington	NJ	08016	Burlington		
 Hide Column	17719599541...	935 Willow Street	Burlington	NJ	08016	Burlington		
	17719507878...	935 Willow Street	Burlington	NJ	08016	Burlington		
	999935302393804771	17702393804...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302393694057	17702393694...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302393587541	17702393587...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302393479178	17702393479...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302393373470	17702393373...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302393267714	17702393267...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302393161743	17702393161...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302393054476	17702393054...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302392948454	17702392948...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302392832476	17702392832...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	
	999935302392415884	17702392415...	456 Somewhere Ave. ...	Anytown	CA	480982639	Los Angeles	\$144,000.00
	999935377012111220	77701211122	7755 JOHN Q HAMM...	FRISCO	NJ	75034	BERGEN	\$400,000.00
	999935377010909062	77701090906	7755 JOHN Q HAMM...	FRISCO	NJ	75034	COLLIN	\$475,000.00
	999935377010816051	77701081605	7755 JOHN Q HAMM...	FRISCO	NJ	75034	BERGEN	\$400,000.00

Clear all filters

Save Grid State

Export All to CSV

Export visible data as csv

Export visible data as excel

Columns:

- ☒ MIN
- ☒ Loan #
- ☒ Client Loan Id
- ☒ Address
- ☒ City
- ☒ State
- ☒ Zip
- ☒ County
- ☒ Loan Amount

- Reports results are functionally similar to the eNote Search results minus the Action column on the right.
- Hit the carat (v) at the top right of a column to sort the results by the values in that column, or to hide it from your view.
- Filter a column by a value through typing in the top header box.
- Click and drag the borders of a column to expand or shrink the width.
- The "Hamburger Menu" at the top right of the results allows you to clear all filters, export the data, and hide/unhide columns. Be sure to scroll down to see all your options.