

Loan Selling AdvisorSM Document Custodian Authorized User Identification and Certification Form

(Please see instructions for completing this form on page 2)

Freddie Mac Seller/Service Name: _____ Seller/Service #: _____	Freddie Mac Document Custodian Name: _____ Document Custodian #: _____
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This form must be signed by a vice president (or higher) who is authorized by a Document Custodian to: (i) identify employees authorized to use Loan Selling AdvisorSM in the assigned roles below ("Authorized Users"), (ii) receive the Authorized Users' identifications ("User IDs") and passwords from Freddie Mac, and (iii) add or delete Authorized Users and modify or recertify information herein by submitting a new Form 901 in accordance with Freddie Mac's express written instructions, as may be amended from time to time.

Officer's Name:	Title (VP or higher):
Address:	
City/State/Zip:	
Phone Number:	Fax Number: () () Email address:

Add/ Modify User	Delete User	USER NAME AND EMAIL ADDRESS: <i>(Attach additional forms if necessary.)</i>	User Role(s): Place A or D in appropriate boxes. A=Add user role D=Delete user role Individuals responsible for Note certification may not hold any user roles in Loan Selling Advisor other than those of Document Custodian and External Certification Manager.
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	Name: Chris Sample Email: Sample@sample.com Phone: 212-555-1234	<input type="checkbox"/> Document Custodian <input checked="" type="checkbox"/> External Certification Manager
<input type="checkbox"/>	<input type="checkbox"/>	Name: Email: Phone:	<input type="checkbox"/> Document Custodian <input type="checkbox"/> External Certification Manager
<input type="checkbox"/>	<input type="checkbox"/>	Name: Email: Phone:	<input type="checkbox"/> Document Custodian <input type="checkbox"/> External Certification Manager
<input type="checkbox"/>	<input type="checkbox"/>	Name: Email: Phone:	<input type="checkbox"/> Document Custodian <input type="checkbox"/> External Certification Manager
<input type="checkbox"/>	<input type="checkbox"/>	Name: Email: Phone:	<input type="checkbox"/> Document Custodian <input type="checkbox"/> External Certification Manager

As Document Custodian's authorized officer (VP or higher), I hereby certify and agree that: (i) the employees identified above are Authorized Users in accordance with their assigned user roles; (ii) Document Custodian will protect the User IDs and passwords used to access Loan Selling Advisor as required by Guide, and will otherwise comply with the requirements in this Form 901 and Sections 2401.1 and 2402.6 and any agreement to which Document Custodian and Freddie Mac are parties; (iii) capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Guide and/or any other such agreement; (iv) in the event of a conflict between a capitalized term defined herein and the same term defined in Section 2401.1 of the Guide, the meaning set forth in Section 2401.1 and/or any such other agreement shall prevail; and (v) a fax or other electronic version of this Form with a copy or representation of my signature attached, is as binding, valid and enforceable as a paper original containing my original written signature.

DOCUMENT CUSTODIAN OFFICER	
Signature: _____	Title (VP or higher): _____
Printed Name: _____	Date: _____

Please FAX the completed form to: 703-738-1532, or e-FAX to pe_customer_setup@freddiemac.com

INSTRUCTIONS:

The following information is provided to assist you in completing the Document Custodian Loan Selling Advisor Authorized User Identification and Certification Form. The definitions below correspond to the fields on the attached form. To avoid delays in processing access, please make sure the information is legible and correct.

Add User – Check this box if you are adding a new user.

Delete User – Check this box if you are deleting a user.

User Roles – For each user: Place an **A** in the box next to the user role that needs to be **added**; place a **D** in the box next to the user role to be **deleted**.

- **Document Custodian** – This person can certify notes, propose changes, and batch certify. **Individuals responsible for Note certification may not hold any user roles in Loan Selling Advisor other than those of Document Custodian and External Certification Manager.**
- **External Certification Manager** – This person will have the ability to “uncertify” a loan. This role may be held by the Document Custodian or another individual.

Get Started Checklist: <http://www.freddiemac.com/singlefamily/doingbusiness/checklist.html>