Correspondent Quick Reference Guide



Website and Helpful Links

Correspondent Site

HERO Portal: <u>https://hero.champstpo.com</u> Registration/Delivery/Pricing/Locks/Lock Extensions

\$595

\$695

Correspondent Fees

Underwriting Fee Funding Fee

Champions ID Numbers

MERS Organization ID: 1016338 Sub Servicer ID: 1008468

Lock Extensions

5 Days*	.15	7 Days	.15	
10 Days*	.30	14 Days	.30	
*Prior to loan delivery. After loan delivery see sellers quide. Refer to the				

*Prior to loan delivery. After loan delivery see sellers guide. Refer to the Champs TPO Correspondent Seller's Lock Policy

File Submissions

All loans must be delivered via <u>HERO Portal</u>. You may reference Champions' <u>Portal Training Resources here</u> for step-by-step instructions. Please note that **full/complete** packages are required for review. You may reference our Stacking Order for more details. Upload complete packages through <u>HERO Portal</u>.

Uploading Conditions/Suspense Items

All suspense items should be uploaded through the <u>HERO Portal</u>. Select "Upload Conditions" under the "Options" field.

Addresses

Goodbye Letter/First Payment Letter:

Champions Funding, LLC 365 E. Germann Rd, Suite 140 Gilbert, AZ 85297

Training Docs:

Champions Funding, LLC Attn: Correspondent Lending 365 E. Germann Rd, Suite 140 Gilbert, AZ 85297

Original Note/Collateral Package: Champions Funding, LLC

Attn: Correspondent Lending 365 E. Germann Rd, Suite 140 Gilbert, AZ 85297

Mortgagee Clause

Champions Funding, Inc ISAOA / ATIMA 365 E. Germann Rd, Suite 140 Gilbert, AZ 85297

Note/Allonge Endorsement: Pay to the order of Champions Funding, LLC.

Post-Purchase Adjustments

Correspondents may request Purchase Advice Reconciliation at any time within 30 calendar days of the loan purchase date. Questions pertaining to post-purchase adjustments should be directed to Champions' accounting department <u>accountspayable@champstpo.com</u>.

Questions on Files in Process: <u>NDCLoandelivery@champstpo.com</u>

Secondary Desk: lockdesk@champstpo.com

Scenarios/Bank Statement Reviews: <u>NDCScenarios@champstpo.com</u>

Trailing Docs : trailingdocs@champstpo.com

Sales Representative

Trey Waters

V.P. of Key Accounts 405.234.6185 | <u>Trey.Waters@champstpo.com</u>