

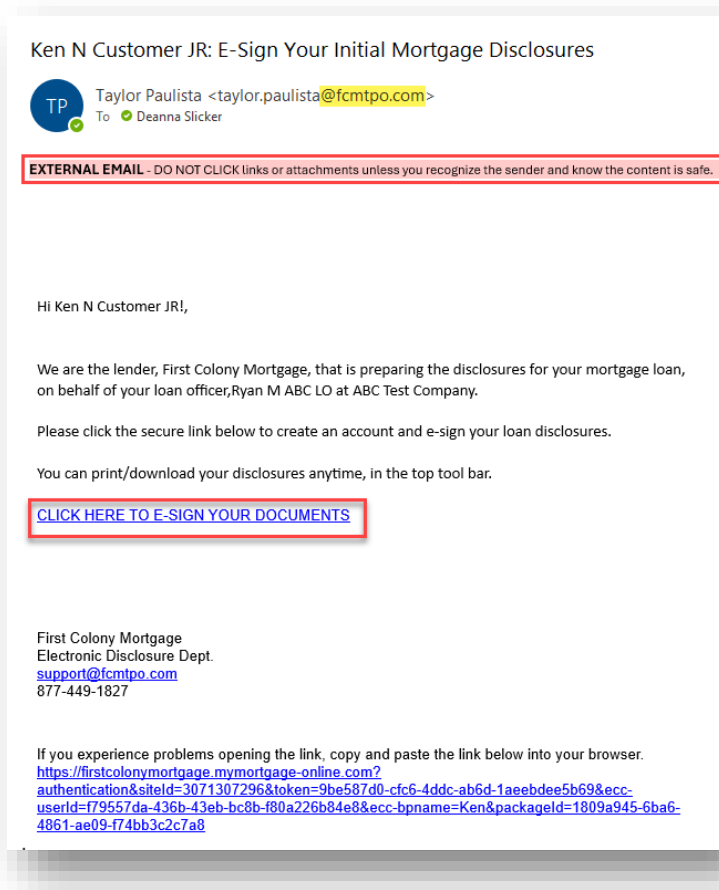


## Borrower Assistance – Initial Disclosures E-Sign Instructions -ICE

The following instructions are how a **Borrower** will electronically sign their disclosures through ICE.

### Login to sign disclosures through ICE:

- The borrower will receive an email from an @fcmtpo.com email address based on the information provided on the loan application.  
*NOTE: This may go to junk/spam folders.*
- Click on **CLICK HERE TO E-SIGN YOUR DOCUMENTS** within the email.

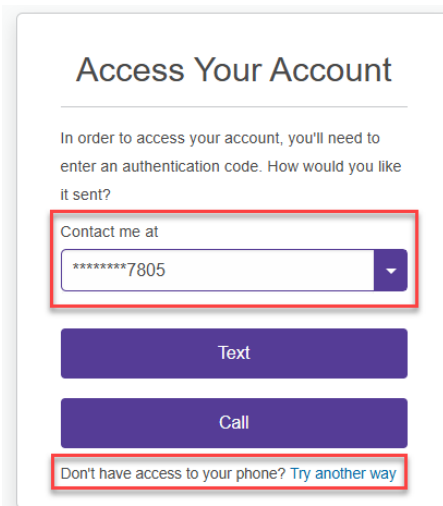


### Access Your Account:

You will need to either enter your phone # to receive a code by

Text or alternatively, you can click receive by email:

- **To receive a text:** confirm the last 4 digits of your phone # in the “Contact Me” box is correct, and click **Text**.
- **To receive an email:** Click **Try another way** listed after *Don't have access to your phone?*



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### Enter Your Code:

Key in the **passcode** that was sent by text or email in **One Time Passcode** box and click **Submit**.

## Enter Your Code

An authentication code was sent to \*\*\*\*\*7805

Submit

This field is required.

If you have not received the code, click here to [resend code](#).

Back

### Set Up Your Account:

You will need to set up a password to view your disclosures.

### Password Requirements:

12 Characters containing at least:

1 Upper Case, 1 Lower Case, and  
1 Special Character

Type in **new password**, and again in the **confirm new password** box and click **Continue**.

## Set Up Your Account

Please note your username below and set up your password.

### Username

deslick

### Set Up Your Password

#### Password Requirements

- Between 8 and 64 characters
- At least one lowercase character
- At least one uppercase character
- At least one special character
- At least one numeric character

New Password \*

Confirm New Password \*

Continue



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## Electronic Consent Agreement

Scroll to bottom of page and click **Agree**.

### AGREEMENT

By clicking "Agree" you are agreeing to this E-Consent and consenting to the use of electronic records and signatures in connection with the Communications and your use of the Platform, and you are also confirming that:

- you can access and read this E-Consent and you understand this E-Consent;
- you have the hardware and software described above;
- you are able to receive and review electronic records;
- you have an active email account and a cellphone number for SMS messaging, each of which you have disclosed to us;
- you have the ability to access and view PDF files; and
- you acknowledge that electronic signatures and records will be used in place of written documents and handwritten signatures with respect to the electronic Communications and your use of the Platform.

Please click the button at the bottom of the page to consent to do business electronically and to view Loan Documents electronically.

Don't Agree

Agree

## Tasks

Click the **Sign** button

### Tasks

|  |                                |                               |                                |  |                          |
|--|--------------------------------|-------------------------------|--------------------------------|--|--------------------------|
| Property Address<br>10655 Birch St, Murfreesboro, TN 37129 | Total Loan Amount<br>\$475,000 | Submission Date<br>05/01/2025 | Electronic Consent<br>Accepted |  | <a href="#">PURCHASE</a> |
|--|--------------------------------|-------------------------------|--------------------------------|--|--------------------------|

UPLOAD

REVIEW & SIGN (2)

Task Status

Pending

Review Documents

FHA For Your Protection: Get a Home L...

Assigned on 05/01/2025, 08:59 PM

Done

e-Sign Documents

TPO Borrower Cover Letter

Loan Estimate

Assigned on 05/01/2025, 08:59 PM

[VIEW FULL LIST](#)

Sign

## Review and Continue

Click **Continue**

### Review and continue

If you are on a mobile browser, please click on Next at the bottom of the screen to view the document.

Change Language - English (US)

Other Options

Continue




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Click **Start** from the left side of document.

START



Loan Number: 1025171676

Dear: Ken Customer

Thank you for choosing ABC Test Company for your mortgage financing needs. We truly appreciate your business, and we look forward to closing your loan as quickly and smoothly as possible! Should you have any questions at any point in the process, please reach out to your loan officer:

Sign

Sign:

It will take you to the signature line. Click the **Sign icon**



eSign 1003 - URLA

Select the sign field to create and add your signature.

FINISHOTHER ACTIONS

Section 9: Loan Originator Information

Loan Originator Information

Loan Originator Organization Name Easy Home Loans, LLC

Address 3722 SW 154 Ct, Miami, FL 33185

Loan Originator Organization NMLS ID# 2125202State License ID# MBR4159

Loan Originator Name EasyTest User

Loan Originator NMLS ID# 9999State License ID# 1234

Email deanna.wooten@hmc.comPhone 615-631-7805

Required - Sign Here

Sign

Signature

Date (mm/dd/yyyy) 11/19/2024 11/19/2024 10:58:20 PST

Adopt Your Signature:

Click **Adopt and Sign** button

Adopt Your Signature

Confirm your name, initials, and signature.

\* Required

Full Name\*

EasyTest User

Initials\*

EU

SELECT STYLE

DRAW

UPLOAD

PREVIEW

Change Style

Signed by:

Initial

EasyTest User

EU

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts.

ADOPT AND SIGN

CANCEL



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Continue to Click the **Sign icon** for all remaining signature fields.

eSign 1003 - URLA

Select the sign field to create and add your signature.

FINISHOTHER ACTIONS

Section 9: Loan Originator Information . To be completed by your Loan Originator.

Loan Originator Information

Loan Originator Organization Name Easy Home Loans, LLC

Address 3722 SW 154 Ct, Miami, FL 33185

Loan Originator Organization NMLSR ID# 2125202State License ID# MBR4159

Loan Originator Name EasyTest User

Loan Originator NMLSR ID# 9999State License ID# 1234

Email deanna.wooten@hmc.comPhone 615-631-7805

Required - Sign Here

Sign

Signature

Date (mm/dd/yyyy) 11/19/202411/19/2024 10:58:20 PST

Click the **Finish** button

eSign 1003 - URLA

Done! Select Finish to send the completed document.

FINISHOTHER ACTIONS

Section 9: Loan Originator Information . To be completed by your Loan Originator.

Loan Originator Information

Loan Originator Organization Name Easy Home Loans, LLC

Address 3722 SW 154 Ct, Miami, FL 33185

Loan Originator Organization NMLSR ID# 2125202State License ID# MBR4159

Loan Originator Name EasyTest User

Loan Originator NMLSR ID# 9999State License ID# 1234

Email deanna.wooten@hmc.comPhone 615-631-7805

Required - Signature Applied

Signed by

EasyTest User

Signature

Date (mm/dd/yyyy) 11/19/202411/19/2024 10:58:20 PST

It will redirect you to the **Tasks** page. Click the **Done** box.

Tasks

Property Address

10655 Birch St, Murfreesboro, TN 37129

Total Loan Amount

\$475,000

Submission Date

05/01/2025

Electronic Consent

Accepted

PURCHASE

UPLOADREVIEW & SIGN (1)

Task Status

Pending

Review Documents

Assigned on 05/01/2025, 08:59 PM

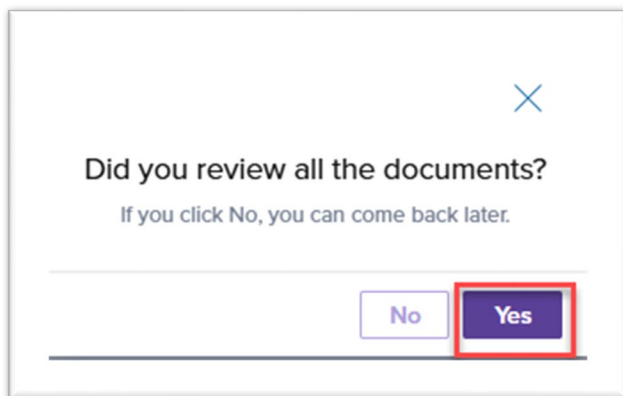
FHA For Your Protection: Get a Home I...

Done

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A pop up will ask if you reviewed all the documents. Click **Yes**.



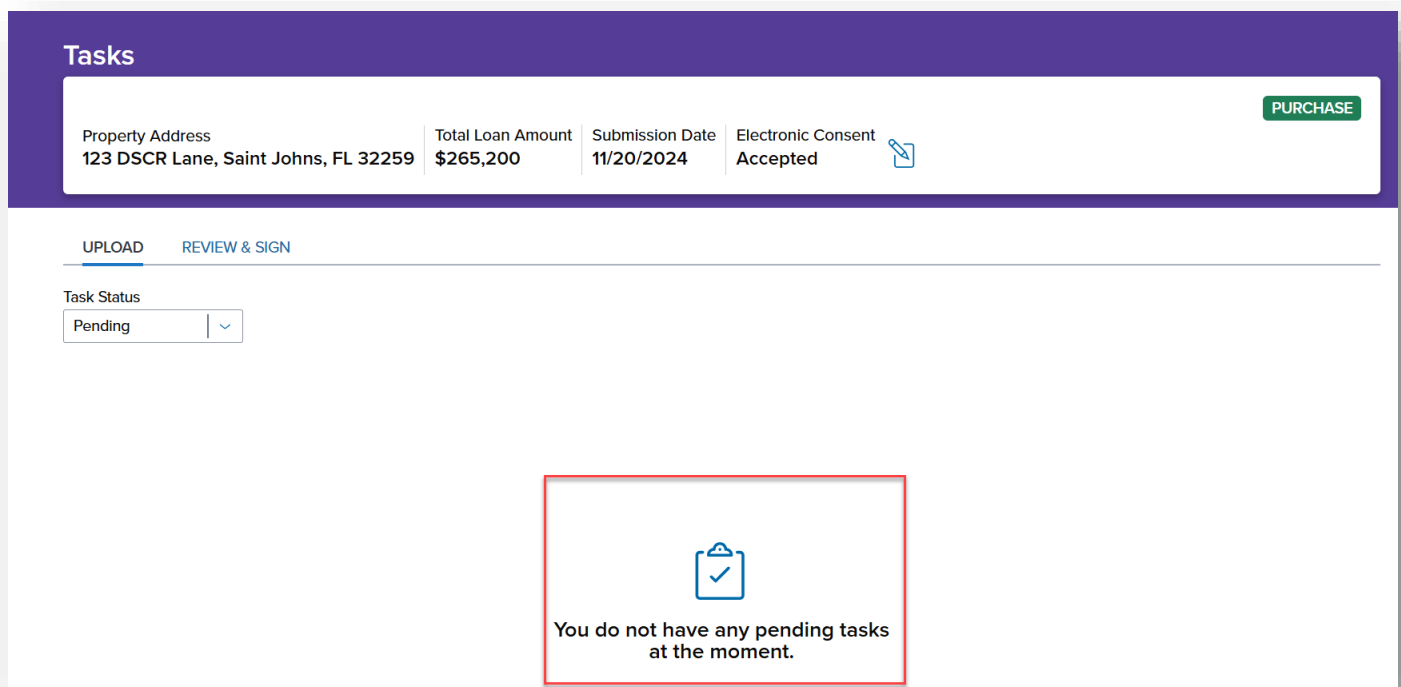
Did you review all the documents?

If you click No, you can come back later.


No Yes

You will see **You do not have any pending tasks at the moment** at the bottom of the screen.

**Your e-sign process is now complete.**




### Tasks

|  |                                |                               |                                |   |                 |
|--|--------------------------------|-------------------------------|--------------------------------|---|-----------------|
| Property Address<br>123 DSCR Lane, Saint Johns, FL 32259 | Total Loan Amount<br>\$265,200 | Submission Date<br>11/20/2024 | Electronic Consent<br>Accepted |  | <b>PURCHASE</b> |
|--|--------------------------------|-------------------------------|--------------------------------|---|-----------------|

UPLOAD REVIEW & SIGN

Task Status  
Pending



You do not have any pending tasks at the moment.

Questions regarding **logging in or the e-sign process** should be sent to [support@fcmtpo.com](mailto:support@fcmtpo.com).

Questions regarding the **disclosure data** should be sent to [disclosures@fcmtpo.com](mailto:disclosures@fcmtpo.com).



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