



Delegation of Authority (DOA)- Informational Page

Delegation of Authority

This form is used to grant individuals MPF authorities. The authorities you select are unique to each individual. MPF authorities and users may be modified at any time using the DOA – Supplemental form on the Resources page of our Microsite. Individuals listed on your MPF Corporate Resolution form receive all authorities listed on the DOA. Helpful hints and a list of authority definitions are included below.

Helpful Hints

- The blank in the first paragraph on page one should be the date on your MPF Corporate Resolution, not the current date.
- Page one of the DOA needs executed by a person(s) listed on your MPF Corporate Resolution.
- As a new MPF applicant, a PFI number has not yet been assigned. Leave this field blank.
- An individual will need to sign the DOA if authorities are selected for either "Sign PFI Agreement" or "Sign Master Commitment" on page two.
- Complete the second page more than once to add additional users.

MPF Authority Definitions

- **Sign PFI Agreement/Amendments:** Grants authority to sign PFI agreements and future amendments.
- **Sign Master Commitment:** Grants authority to sign new or renewal Master Commitments.
- **Security Administrator:** Gives full access to the MPF Direct transactional portal. Used for the MPF Direct (jumbo) Product only.
- **eMPF Access:** Allows view only access to the eMPF website unless combined with other authorities. eMPF is the site where you will transact MPF business (lock, fund, view rates and reporting, etc.).
- **Request Delivery Commitments:** Grants permission to lock a loan within the eMPF website.
- **Make Funding Request:** Allows the user to fund a loan within the eMPF website.
- **Submit Batch:** Allows the user to upload loan information into the eMPF website for the MPF Xtra product and to run the CE estimator for the MPF Traditional product.
- **Loan Presentment:** Allows users to provide MPF with loan details within the eMPF website to determine the loan's Credit Enhancement risk rating.
- **Request Servicing Transfer:** Allows a user to request a bulk transfer of loan servicing to an authorized servicer. Typically not applicable because servicing is sold at time of origination.
- **Act as QC Contact:** Identifies the Quality Control (QC) contact for the MPF Provider.
- **Send Reporting to Master Servicer:** Identifies the contact person reporting monthly payments to the Master Servicer. For use with sub-servicers and servicing released products.



Delegation of Authority

The undersigned, signers of the Institution named below (the "PFI"), hereby delegate the authority previously granted to the undersigned by the PFI's Board of Directors to conduct transactions with the Federal Home Loan Bank (the "Bank") as certified in that certain **Resolution for Mortgage Partnership Finance® Program** dated _____ ("Resolution") to each officer, employee or authorized person of the PFI ("Designated Person") named in this Delegation of Authority, each acting individually, solely for the purpose(s) designated for each such person beside his or her name. The Bank shall be entitled to rely on any action taken within the scope of this delegation by any such Designated Person. Only the Designated Persons designated as Security Administrators shall have the authority to further delegate their powers as set forth in section (3)(b) of the Resolution; all other Designated Persons shall not have the authority to further delegate the powers designated herein.

This Delegation of Authority rescinds and supersedes all prior Delegations of Authority by the PFI with respect to the Mortgage Partnership Finance Program on file with the Bank and shall be in full force and effect and binding upon the PFI until written notice of its rescission is delivered to the Bank and the Bank has been afforded a reasonable opportunity to act on such notice.

NOTE: Authorization signatures below must be on file with the Bank as authorized by the PFI's Board of Directors to conduct transactions under the Mortgage Partnership Finance Program.

Institution Name

PFI #

Signature of Signer: _____

Signature of Signer: _____

Typed Name and Title: _____

Typed Name and Title: _____

Date: _____

Date: _____

Delegation of Authority

For the period beginning (MM/DD/YY): _____

PFI Name: _____

PFI #: _____

Authorizations

Name: _____

Title: _____

Phone: _____

Fax: _____

E-Mail: _____

Signature: _____

Provide business address if different from PFI's main address:

Business Address: _____

City, State: _____

Zip code: _____

Notes:

- Sign PFI Agreement/Amendments **(signature required)**
- Sign Master Commitment (MC) **(signature required)**
- Security Administrator (MPF Direct) (two individuals required)
- eMPF® Access - (e-mail address required)
- Request Delivery Commitments (DC) (select eMPF access for website transactions - recommended)
- Make Funding Request (select eMPF access for website transactions - recommended)
- Submit Batch (e-mail address and eMPF access are required)
- Loan Presentment (select eMPF access for website transactions - recommended)
- Request Servicing Transfer (eMPF access is required)
- Act as QC Contact
- Send Reporting to Master Servicer

Authorizations

Name: _____

Title: _____

Phone: _____

Fax: _____

E-Mail: _____

Signature: _____

Provide business address if different from PFI's main address:

Business Address: _____

City, State: _____

Zip code: _____

Notes:

- Sign PFI Agreement/Amendments **(signature required)**
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- Security Administrator (MPF Direct) (two individuals required)
- eMPF® Access - (e-mail address required)
- Request Delivery Commitments (DC) (select eMPF access for website transactions - recommended)
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