

# Quick Reference Guide – Springboard To Homeownership

Last Updated: January 24, 2023



**BAYVIEW®**  
ACQUISITIONS, LLC.



	Delivery and Post Purchase Instructions
<b>Eligible States</b>	Refer to Product Summary – Lakeview National, a Community Lending Program (The National), for Geographic Restrictions
<b>Note Delivery</b>	Lakeview Loan Servicing, LLC 507 Prudential Rd, Mail Stop S142 Horsham, PA 19044 Attn: Lakeview Correspondent
<b>Note Endorsement</b>	Must be endorsed in Blank
<b>Bailee Information</b>	Lakeview Loan Servicing, LLC or its Custodian Computershare FKA Wells Fargo
<b>MERS</b>	Investor: 1013207 Springboard CDFI Servicer: 1013207 Springboard CDFI
<b>Hazard/Flood Insurance Notification and Mortgagee Clause</b>	Refer to 1 <sup>st</sup> Mortgage Requirements: Lakeview Loan Servicing, LLC c/o LoanCare, LLC ISAOA/ATIMA PO Box 202049 Florence, SC 29502-2049
<b>Good-Bye Letter/Notice of Transfer - First Payment Address</b>	<b>East Coast</b> LoanCare, LLC PO Box 37628 Philadelphia, PA 19101-0628 <b>West Coast</b> (AK, AZ, CA, CO, HI, ID, IL, KS, MT, ND, NE, NM, NV, OK, OR, TX, UT, WA, WY): LoanCare, LLC PO Box 60509 City of Industry, CA 91716-0509 <b>Overnight Address:</b> LoanCare, LLC 3637 Sentara Way Virginia Beach, VA 23452
<b>Good-Bye Letter/Notice of Transfer - General Borrower Correspondence</b>	LoanCare, LLC PO Box 8068 Virginia Beach, VA 23450 Attn: Consumer Solutions Dept Toll Free 800-509-0183
<b>Customer Service Information</b>	LoanCare, LLC Toll Free 800-509-0183 8:00 am – 10:00 pm EST Monday-Friday 8:00 am – 3:00 pm EST Saturday myloancares.com

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<b>Final Documents</b>	<p>Indecomm Global Services FD-BV-9902 1427 Energy Park Drive St. Paul, MN 55108 Attn: Final Docs</p> <p>Document delivery email <a href="mailto:Bayview.docgenius@indecomm.net">Bayview.docgenius@indecomm.net</a> SFTP Delivery Setup <a href="mailto:DocGeniusAdmin@indecomm.net">DocGeniusAdmin@indecomm.net</a> Questions email <a href="mailto:BayviewTeam@indecomm.net">BayviewTeam@indecomm.net</a> P: 651-766-2364</p>
<b>Program Fee (to Springboard, CDFI)</b>	\$150 Lender Funding Fee deducted by Springboard upon their purchase of the DPA second



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