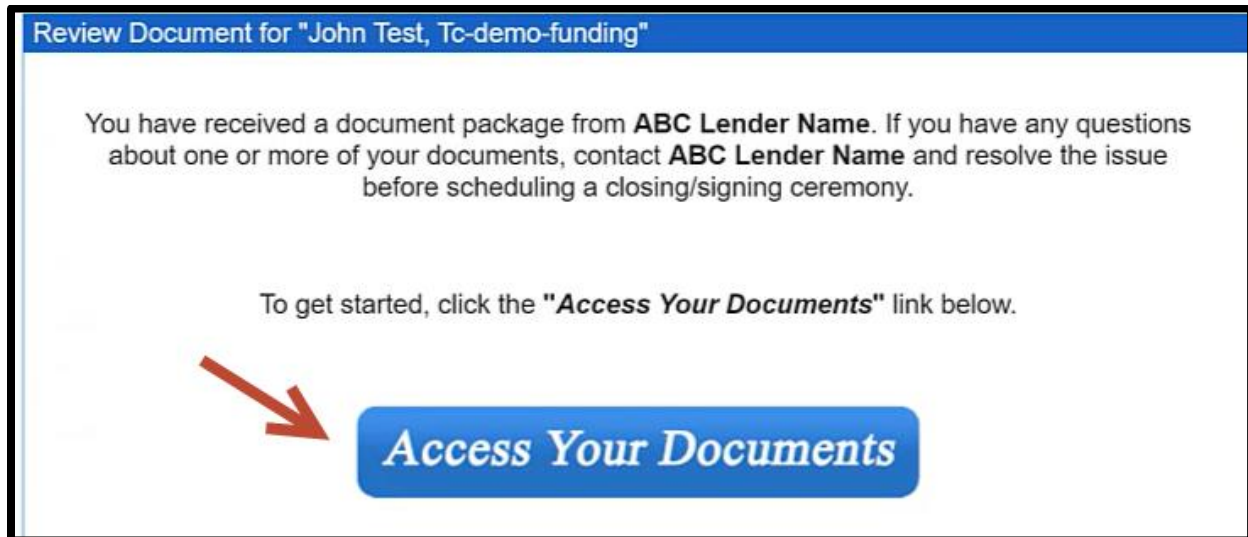


Email Notification

Receive email from LHFS: Once loan is cleared to close, LHFS will send an email containing a link to access documents.



Access Documents: Click on "Access Your Documents" button.



eRoom - Login or Signup

Sign in or Register: Log into account or select "Register as Settlement Agent/Notary" to access documents.

<https://www.esignroom.com/lhfs>

When Registering, make certain to check box containing the following statement and click on "Submit."

"I will not be notarizing documents at this time, but I will need access to download documents for funding or signing."

Login eSignRoom

fundingdocs2020@gmail.com

Password

Register as Notary

Register as Settlement Agent/Notary

You must login as a notary to access the eSignRoom.

If you are not the notary, forward the email you received to the notary who will be notarizing the transaction.

Forgotten Password?
Please read our privacy policy

Login

Registration eSignRoom

Complete the following information to register your account.

ABC

Title

fundingdocs2020@gmail.com

fundingdocs2020@

Create Password

Confirm Password

Next

Add Notary Seal Information

Complete the following fields below to create your electronic Notary Seal

I will not be notarizing documents at this time, but I will need access to download documents for funding or signing.

Commission Number

-- Select State --

Commission Expiration

City of Residence

County of Commission

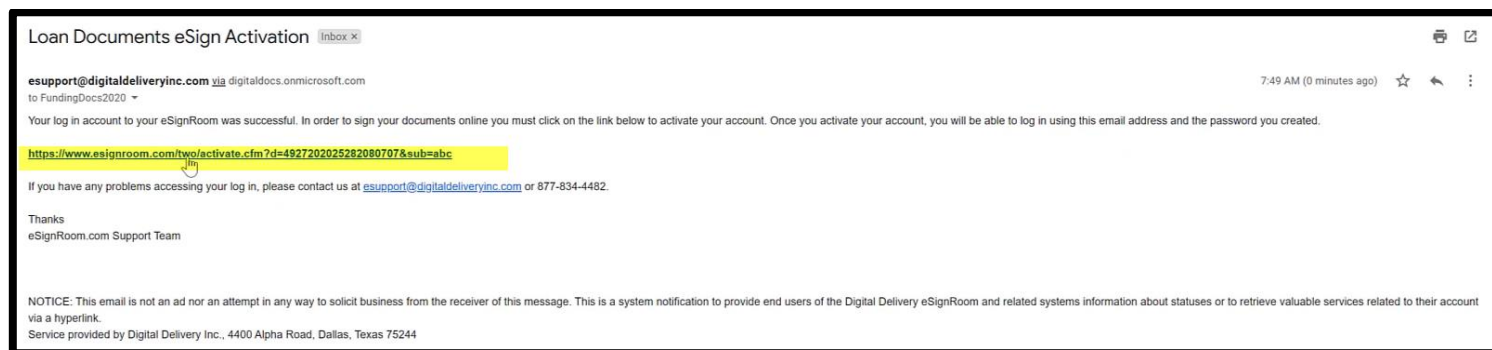
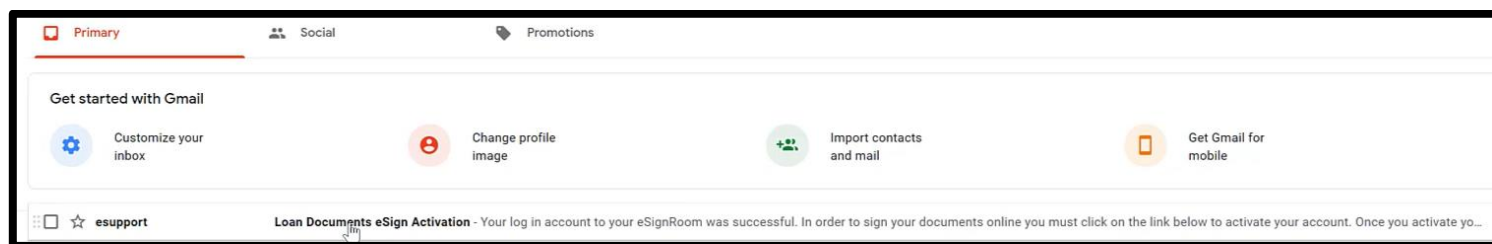
Title

Phone Number

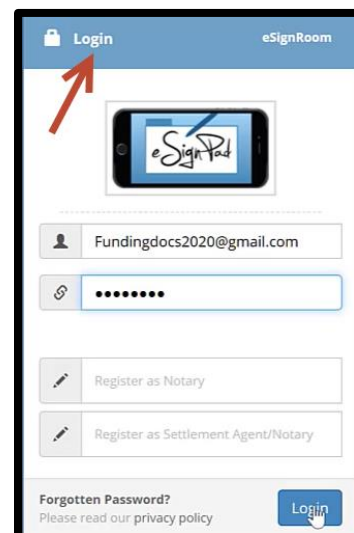
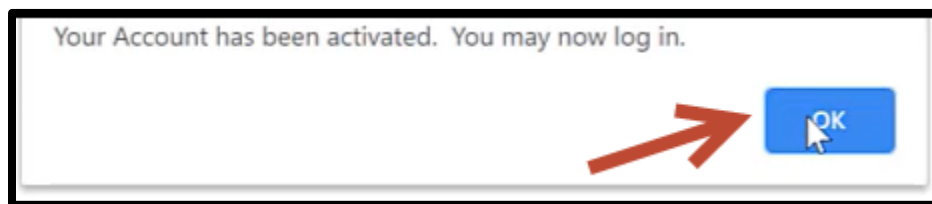
Submit

Successful Account Creation

Complete Account Activation: Return to user email and complete account activation. Open email from "esupport" and click on the activation link sent.

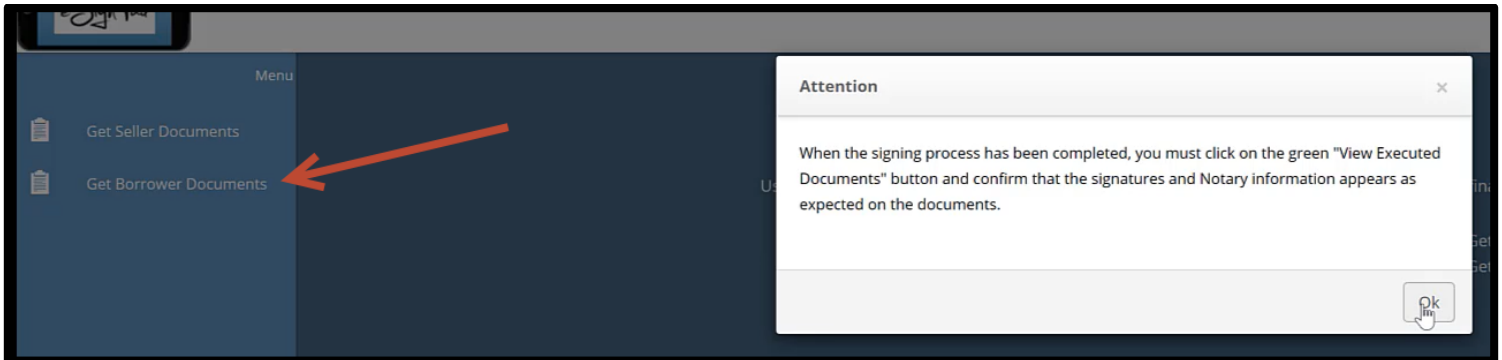


Hit "OK" once the account activation pop up appears. Log in with newly created credentials.

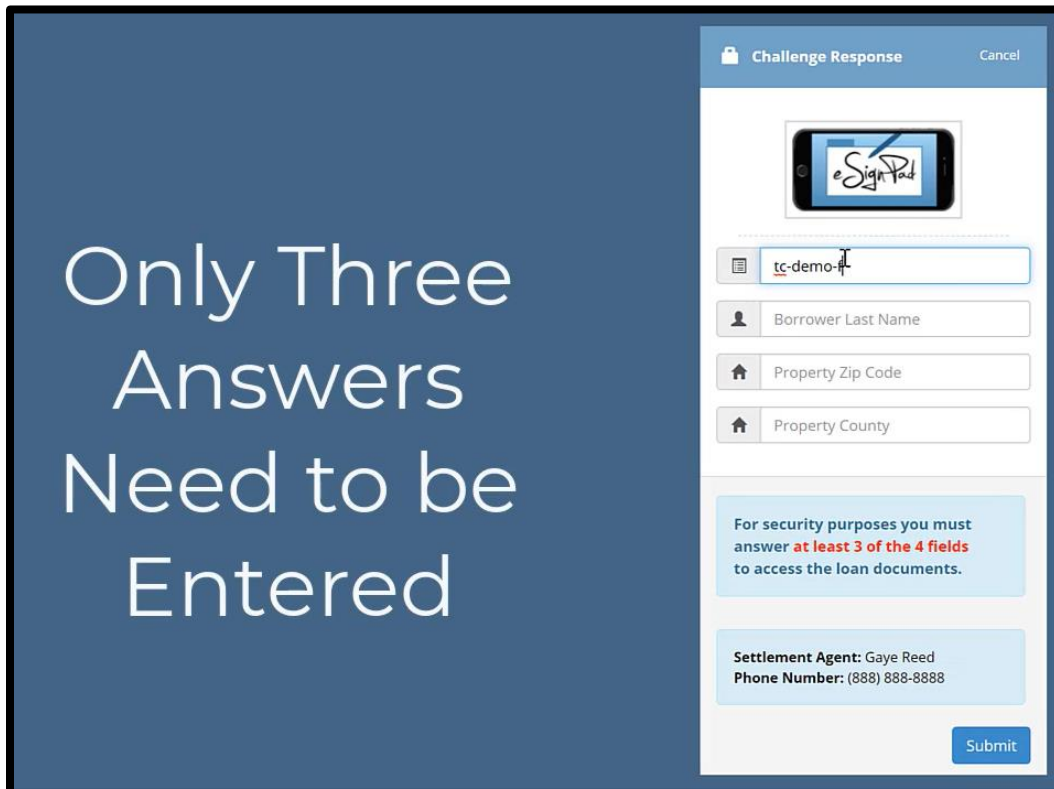


Retrieve Borrower Documents

Select "Get Borrower Documents" from the menu bar. A notification will appear, read, and select "OK."




Additional security questions will appear. Complete accordingly.

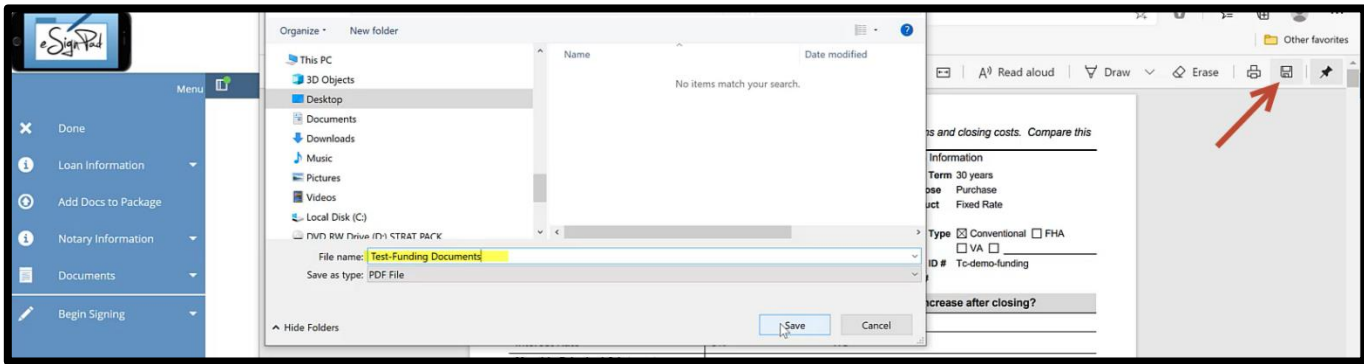


Review Borrower Documents

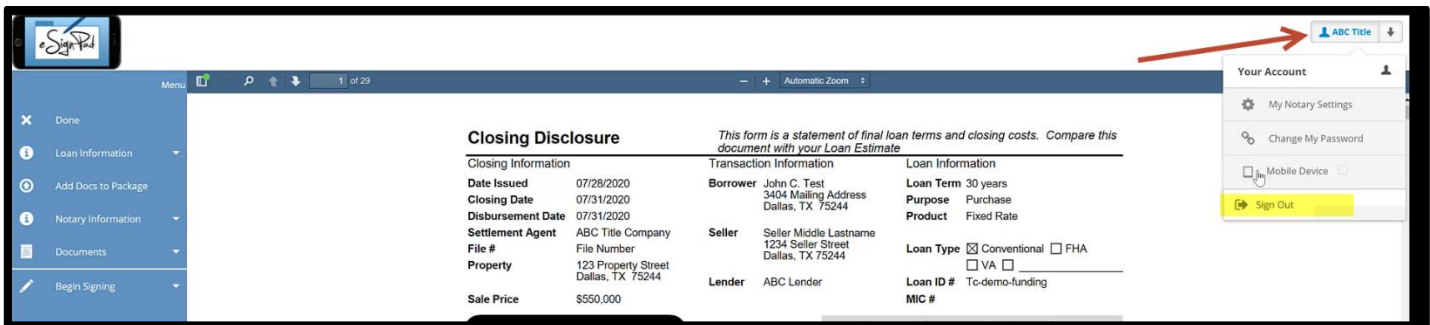
Select the print icon to review documents.

Save the documents by selecting the  icon.

Name file and hit "OK."



Sign out once documents have been saved.



Empower your Borrower, Close with LHFS!

Contact us with any questions!

LHFS Wholesale Website:

<https://wholesale.lhfs.com/contact-us/>

Digital Delivery Technical Support:

esupport@digitaldeliveryinc.com

877-834-4482

