

Complete this form when requesting an Assignment of Mortgage from another lender to WesLend Financial. Email the completed form to one of the WesLend CEMA approved law firms:

- 1) [cemarequest@agmblaw.com](mailto:cemarequest@agmblaw.com) (AGMB Law Firm);
- 2) [kschmitt@ksapc.net](mailto:kschmitt@ksapc.net) (Kevin Schmitt & Associates, PC); or
- 3) [voulavigliis@gmail.com](mailto:voulavigliis@gmail.com) (Voula Viglis Law Firm)

**Requestor's Information:**

1. Name of Requestor: \_\_\_\_\_
2. Direct Phone Number: \_\_\_\_\_
3. Email Address: \_\_\_\_\_

**Borrower Information:**

1. Borrower(s) Name(s): \_\_\_\_\_
2. Property Address: \_\_\_\_\_
3. Borrower(s) Social Security Number(s): \_\_\_\_\_

**Current Loan Information:**

1. Current Lender's Name: \_\_\_\_\_
2. Current Lender's Loan Number: \_\_\_\_\_
3. Unpaid Principal Balance of Current Loan: \_\_\_\_\_

**New Loan Information:**

1. New Loan Amount: \_\_\_\_\_

**A return email will be sent to you that will include the following information:**

1. Calculation of the net savings to the borrower by doing the CEMA/Assignment.
2. Turnaround time for receipt of the collateral documents.
3. Information on any upfront fees paid to the current lender.
4. All costs associated with the CEMA/Assignment process and how to properly disclose.
5. Letter(s) of Authorization to be signed by the borrower.

**Any questions can be emailed to the WesLend CEMA approved law firm selected above.**

**\*\*The WesLend CEMA approved law firm selected will initiate the CEMA process and act as the settlement agent for CEMA refinances.**

**\*\*Be sure and inform the borrowers that they should contact their co-op management board to determine if approval is required for their refinance, and if so, the borrower must initiate the process with the co-op management board. Additional fees may be charged to the borrower by the co-op management board for review and approval.**