

BULLETIN



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BROKER / WAREHOUSE LINES / NON-DELEGATED CORRESPONDENT

Wednesday, April 23, 2025

Bulletin #2025-NDC-002

NOTICE TO ALL CORRESPONDENTS AND NON-DELEGATED CORRESPONDENTS

Action Required - 2025 Semi-Annual Review Process:

FLC Bank performs semi-annual reviews on all active approved customers in all channels.

To ensure a timely review and avoid an interruption in service, please provide the following documents no later than the close of business **Monday, May 5, 2025**.

1. **Completed April 2025 Semi Annual Customer Certification** ([CLICK TO DOWNLOAD](#)). If any responses require explanation, these are to be provided on company letterhead.
2. **Completed April 2025 Appraisal Management Certification Form** ([CLICK TO DOWNLOAD](#)).

Please ink-sign all documents or ensure your e-signature vendor is on FLC Bank's approved e-signature vendor list. ([CLICK TO DOWNLOAD](#)).

IMPORTANT

This FLC Bank notification is being e-mailed to the "Primary" contact on our approved customer list. If the "Primary" contact is not the correct person to receive this information, we ask that it be forwarded to the appropriate individual(s). Failure to comply will result in the suspension of a company's approval and interruption in loan processing until the appropriate documentation is received by FLC Bank. If proper documentation is not received by the final date, we may terminate your account for non-compliance.

Transmittal Instructions

Please send the 2 items listed above via email to: tpoannualreview@flcb.com.

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