

INTER VIVOS REVOCABLE TRUST CHECKLIST

1	IRUST CERTIFICATION
A	A Trust Certification from the title company is acceptable in lieu of the Trust Agreement, provided both State and Agency requirements are met.
	The Trust was validly created and duly exists under applicable law.
	The Trust is revocable.
	The borrower is the Settlor of the Trust and the Beneficiary of the Trust.
	The Trust assets may be used as collateral for a loan.
	The Trustee is:
	Duly qualified under applicable law to serve as Trustee.
	Is the Borrower.
	Is the Settlor.
	Is fully authorized under the Trust documents and applicable law to pledge or otherwise encumber the Trust assets.
1	TRUST AGREEMENT
Å	A complete copy of the Trust Agreement or Trust Cert is evident in the file.
t	The Trust must be created under the laws of the state in which the property is located. In the event the Trust was created in a state other than the one in which the subject property is located, an Attorney's Opinion Letter must be provided from an attorney licensed in the state in which the subject property is located regardless of delegation.
1	IRUST ELIGIBILITY
A	At least one of the Settlors must be a Borrower.
A	At least one of the Primary Beneficiaries must be a Borrower and a Settlor.
A	At least one of the Primary Beneficiaries who is a Borrower and a Settlor has reserved the right to Revoke, Alter, or Amend the Trust during his/her lifetime.
A	At least one of the Primary Beneficiaries who is a Borrower and a Settlor will occupy the property.
Å	At least one of the Trustees must be a Primary Beneficiary, Borrower, and Settlor.
	DCCUPANCY
	Refer to Product Specific Guidelines.
	Each Trustee of the Trust must sign the Note as trustee.
	Each Settlor who signed an application (1003) must sign the Note as an Individual.
	Each individual that is not a Trustee but signed an application (1003), must sign the Note as an Individual.
	Single Line Signature Example:
Ĺ	'signed as) John Smith
J	ohn Smith, Individually and as Trustee of the John Smith Trust, under Trust Instrument dated 1-1-16
	Dual Line Signature Example:
Ĺ	'signed as) John Smith
J	ohn Smith, Individually
Ĺ	(signed as) John Smith
J	ohn Smith, Trustee of the John Smith Trust, under Trust Instrument dated 1-1-16
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SECURITY INSTRUMENT The vesting on page 1 of the Security Instrument must reflect the Trust name and Trust date. SECURITY INSTRUMENT SIGNATURE REQUIREMENT Vested as Individual and Trustee: Single Line Signature Example: (signed as) John Smith John Smith, Individually and as Trustee of the John Smith Trust, under Trust Instrument dated 1-1-16 Dual Line Signature Example: (signed as) John Smith John Smith, Individually (signed as) John Smith John Smith, Trustee of the John Smith Trust, under Trust Instrument dated 1-1-16 Vested as Trustee Only: (signed as) John Smith John Smith, Trustee of the John Smith Trust, under Trust Instrument dated 1-1-16 **REVOCABLE TRUST RIDER TO THE SECURITY INSTRUMENT** Must be evident in the file and signed by the Trustee(s). Must disclose the name and date of the Trust (section A), the trustees (section B), and the settlors (section C) Settlor Signature Acknowledgement is Required. REVOCABLE TRUST RIDER TO THE SECURITY INSTRUMENT SIGNATURE REQUIREMENTS Single Line Signature Example (signed as) John Smith John Smith, Trustee of the John Smith Trust, under Trust Instrument dated 1-1-16 Settlor Signature Acknowledgement (signed as) John Smith John Smith, Settlor If the Trust Rider does not contain the settlor signature, an Inter Vivos Revocable Borrower Acknowledgement containing the signature is required.