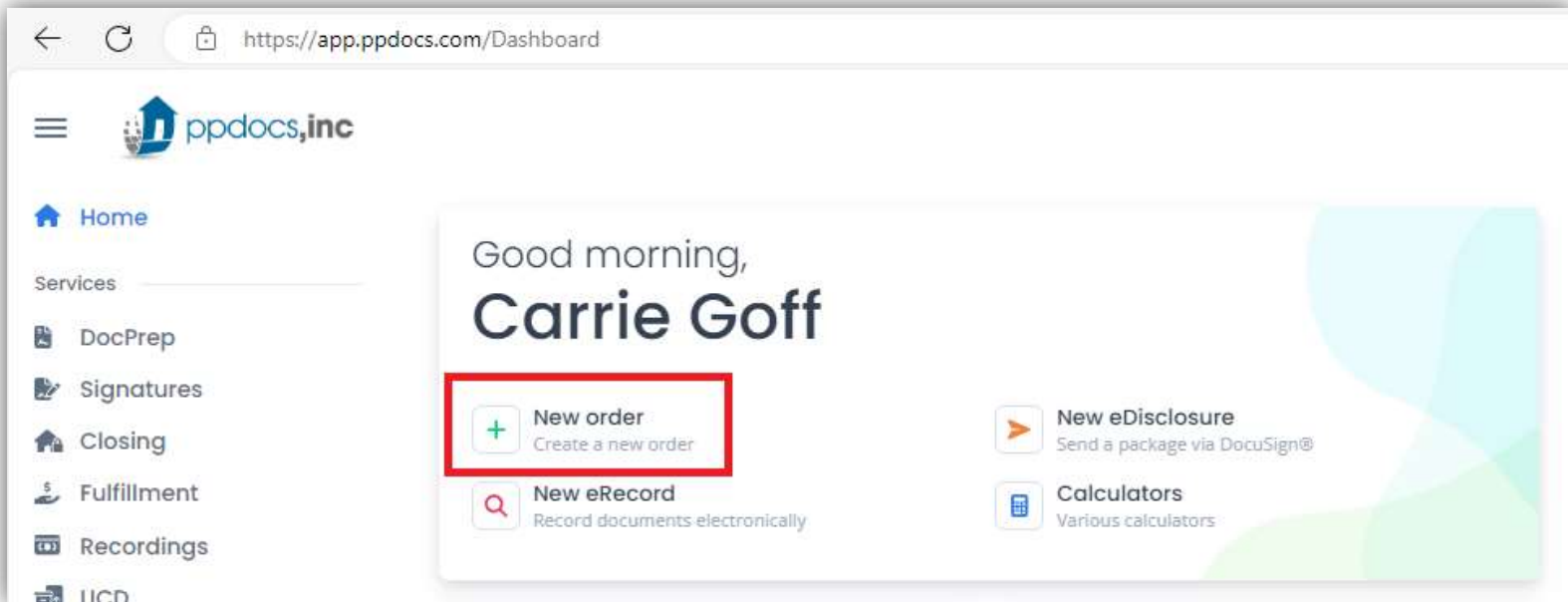


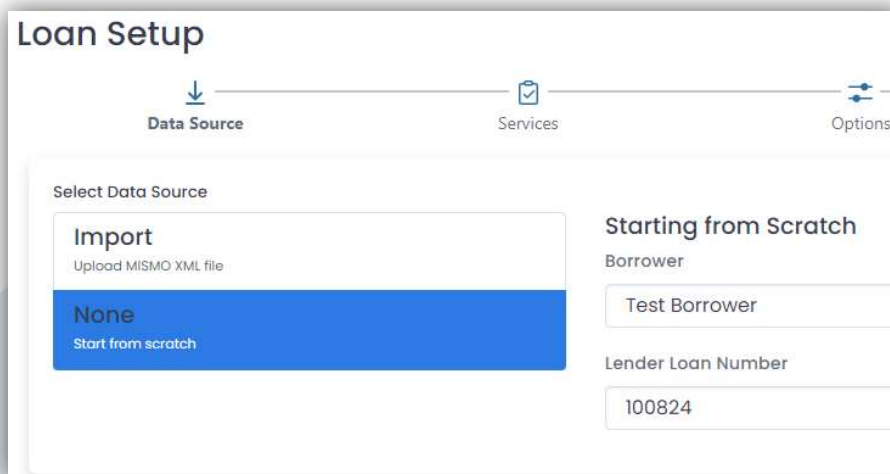


Power of Attorney and Trust Review Guide

Login to your PPDocs account and click **New Order**.



Select None for your data source and enter the **Borrower** name and **Loan Number**.













Select your **Property State**, then under **Specialty**, click **Attorney Legal Review**.

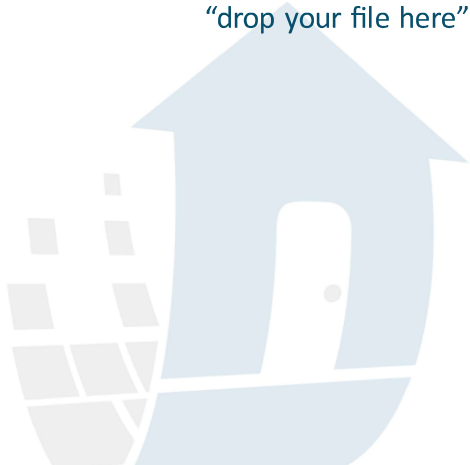
Select **POA** or **Trust Review** on the available Service Options

Service (Select one)

	Full Svc.-Corporate Resolution Review
	Full Svc.-Fannie Mae Leasehold Review
	Full Svc.-Freddie Mac Leasehold Review
	Full Svc.-FHA Leasehold Review
	Full Svc.-POA Review
	Full Svc.-Legal Documents Quality Control Review
	Full Svc.-Legal Documents Quality Control Review with eClose (Hybrid)
	Full Svc.-Trust Review <small>**NOTE: Final Closing Documents will incur a \$100.00 increase in the Doc Prep fee when it reflects the increase in attorney fee</small>

Select the appropriate **Profile and Lender Setup**

Upload your **POA** or **Trust** Review documents. You can drag and drop them into the box or click "drop your file here" to browse your files.





Upload Support Documents

We will use these to help you complete the order forms, and review for accuracy (full-service)

 [Drop your file here](#)


[Read more about our supported file formats.](#)

Click **Done**.

Go through the screens and enter the rest of the information, then click **Continue**

Attorney Legal Review

Test Borrower
Loan # 100824

 ← Back Next →

- Order Information
- Lender Setup
- Settlement Agent
- Auditor
- Submit Order**

Submit

Validation

✓ Valid

Audit

✓ Audit passed

Looks Good! You're almost done



Enter the email address where you would like the review documents to be delivered, then click **Submit**.

You will get an Order Confirmation along with your Order Number.

You will receive an email notification when your documents are ready.

