



**Working Contact List**  
Attach Additional Sheets if Necessary

**Broker Name:**

Primary Contact	Name	Title	Phone	E-Mail	NMLS ID	Distribution Lists?
Primary Contact						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Broker of Record						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Corporate Officer						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Corporate Officer						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Self-Administrator <sup>1</sup> <input type="checkbox"/> Authorized to Administer Users <input type="checkbox"/> Authorized to Approved User Access						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Self-Administrator <sup>1</sup> <input type="checkbox"/> Authorized to Administer Users <input type="checkbox"/> Authorized to Approved User Access						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Branch Manager						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Branch Manager						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Branch Manager						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
Other:						<input type="checkbox"/> Rate Sheet <input type="checkbox"/> Bulletins/Updates <sup>3</sup>
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1. Self-Administrators are the individuals who have the authority to administer and/or approve your personnel's individual access to Hometown Equity Mortgage LLC's web sites and tools. By signing below, I hereby certify that the above individuals are authorized to approve / administer user accounts with Hometown Equity Mortgage, LLC, on behalf of the Broker and that such individuals have been advised of the responsibilities associated with such activities. **If a Self-Administrator is not listed above, the company's Broker of Record will be used as the website administrator.**
2. Check the boxes for the distribution list(s) each individual should be added to. If they do not need to be added to any distribution lists, do not check any boxes.
3. Bulletins/Updates include any alerts, letters or other communications specific to product, policy, web site or any other general communication issued by Hometown Equity Mortgage, dba theLender.
4. I hereby certify that the above individuals are authorized to register and or lock loans with Hometown Equity Mortgage, LLC, on behalf of the Broker.

\_\_\_\_\_  
Officer Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date