



Dear Sir or Madam:

Thank you for expressing an interest in SECU's Subordination process. Below is the documentation required by SECU to process this request:

- Copy of signed Loan Application (Form 1003) and Transmittal Summary (Form 1008)
- Copy of Appraisal (if Appraisal performed or supporting documentation showing the current value of the property)
- Statement of Purpose of the refinance
- Copy of the title commitment/binder showing all liens recorded on property
- The following information:
 - Recipient Name
 - Mailing address
 - Phone number
 - Fax number
 - Overnight UPS or FedEx/Airbill
 - Email address
- A **non-refundable** \$125.00 fee, check payable to SECU or written authorization from our member to withdraw the funds from their SECU account

Important: Turnaround time is 10 business days from receipt of a complete package.

Please mail your package to the address above, attention Loan Servicing Department. If you have any questions, please call or fax us at 800-879-7328 / 855-308-1233.

Sincerely,

Real Estate Servicing - SECU of MD, Inc
971 Corporate Blvd.
4th Floor
Linthicum, MD 21090