



E-Sign Disclosure Set Up Request

Flanagan State Bank is pleased to offer our TPO Accounts the ability to use E-Sign documents to disclose both Initial Documents and Re-Disclosure Documents. We do require a sign up process to utilize these features. If you would like to use the E-Sign feature to send out documents, it will require completing the LE within our system to complete the disclosures. FSB does offer training for how to complete the LE and will be in contact with you to set up a training if you are not familiar with our system. Please return the form and we will set your company and Loan Officers up within a 24 – 48-hour period. When the setup is complete, you will receive an instruction sheet with “How to Use” for referencing along with a request to set up training.

Company Name: _____ Contact: _____
Address: _____ City, State, Zip: _____

Loan Officer to Be Set Up:

Name	Email Address	Phone Number

All users must have their own email address. Upon the completion of set up, an email confirmation will be sent from Doc Magic and Flanagan State Bank.