

LENDER CHECKLIST

# The 4 Steps of your eClose Journey

A scalable eClose initiative starts  
with a solid, actionable plan.

**snapdocs** 

**1**

## Establish the right eClose strategy

- ☐ Clearly identify the business outcomes you're hoping to achieve with digital closings
- ☐ Understand the digital closing distribution (e-Eligibility) of your loan portfolio
- ☐ Evaluate eClose providers to determine which partner is best suited to achieve your eClosing goals at scale
- ☐ Conduct an impact analysis to identify which processes and workflows may be simplified with eClose adoption

**2**

## Achieve hybrid adoption

- ☐ Set clear, attainable, and phased hybrid adoption milestones that align with your overall digital closing strategy
- ☐ Ensure your LOS & workflows are properly configured to identify hybrid-eligible loans
- ☐ Design and execute a communications plan that guides staff through eClose processes and workflows (as outlined in Step 1)
- ☐ Solicit and encourage staff feedback throughout the implementation, training, and rollout process

**3**

## Scale hybrid + eNote

- ☐ Obtain approvals to deliver loans with eNotes to Secondary Market Participants (e.g. Warehouse Lenders, Investors, etc.)
- ☐ Set clear, attainable, and phased eNote adoption milestones with cross-functional stakeholders
- ☐ Select and implement an eVault solution that meets your business needs
- ☐ Become an approved MERS eRegistry® Participant



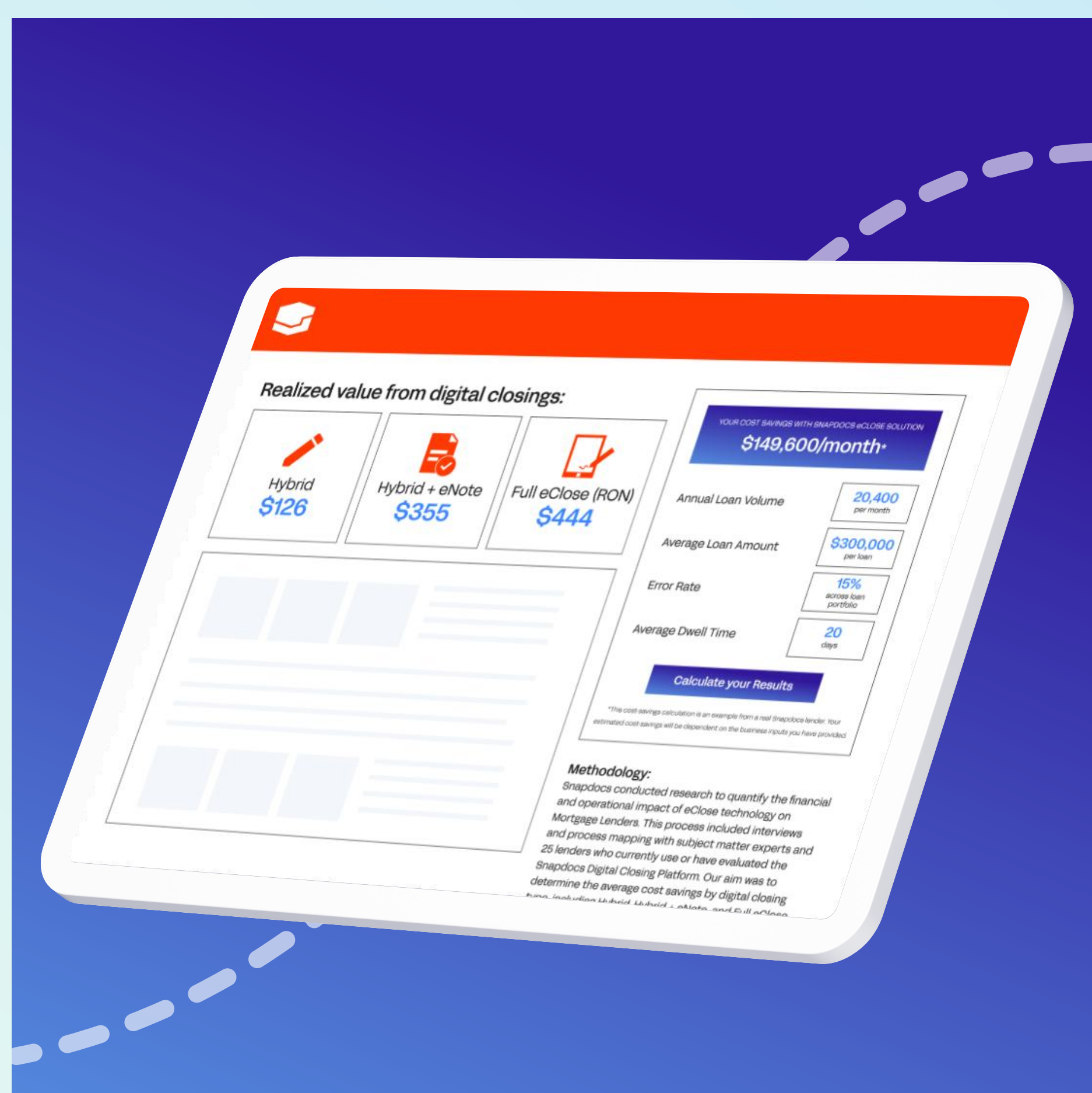
## 4

## Full eClose (RON)

- ☐ Clearly identify the business outcomes you're hoping to achieve with RON
- ☐ Set clear, attainable, and phased adoption milestones that align with your organizational goals
- ☐ Understand the RON-eligibility of your loan portfolio and define a process to identify these loans during origination
- ☐ Partner with your eClose provider to enable staff and complete any platform configurations required to support RON-eligible loans

## Conclusion

Each lender's path to eClosing adoption is unique. This checklist provides a framework of best practices to help you establish and scale successful digital closings. Partnering with an experienced eClose provider who understands your organization's specific loan products, processes, and business objectives is key to achieving results.



## Ready to understand the value of digital closings for your organization?

Schedule a custom ROI assessment.

[Request Custom ROI](#)