



# FOUR CORE REPORTS

asset upload instructions

Your data is very important to the quality of the final product, especially when you are either self-servicing or have decided not to update vendor reports. Please ensure you are sending the most current information you have or just send us everything and we'll figure it out :)

**STEP #1:** Complete the form [FIXnotes.com/asset-upload](https://FIXnotes.com/asset-upload)

**STEP #2:** Include your data tape, collateral files & all docs

**STEP #3:** Authorize servicer to communicate with **FIXnotes**

## **REQUIRED FOR CREDIT/SKIP-TRACE DATA:**

Have the asset owner complete the CONSUMER DATA AUTHORIZATION form attached and either upload with your other documents or send via secure email to [support@FIXnotes.com](mailto:support@FIXnotes.com)

**URGENT QUESTION?**

call Rob: **320-365-1005**



# CONSUMER DATA AUTHORIZATION

required for credit/skip-trace data

I authorize FIXnotes LLC to obtain a consumer credit report & other protected consumer data on the below referenced mortgage borrower. In signing below, I hereby certify that I represent the lawful owner of a recorded mortgage note due from the subject borrower. I have authorized FIXnotes LLC to review the borrower's updated consumer data in order to effectively analyze the mortgage asset in question.

borrower first & last name:

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borrower SSN#:

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property address:

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mortgage loan account #:

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mortgage loan owner:

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authorized signatory:

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signature:

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date:

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PASSWORD PROTECT THIS FILE WITH: **FIXNOTES2017**  
UPLOAD ASSIGNMENT & ALLONGE TO VERIFY OWNERSHIP