

## Working Contact List

Broker Name:

Attach Additional Sheets if Necessary

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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- Self-Administrators are the individuals who have the authority to administer and/or approve your personnel's individual access to Be In Mortgage web sites and tools. By signing below, I hereby certify that the above individuals are authorized to approve / administer user accounts with Be In Mortgage. 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.**
- 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.
- Bulletins/Updates include any alerts, letters or other communications specific to product, policy, web site or any other general communication issued by Be In Mortgage.
- I hereby certify that the above individuals are authorized to register and or lock loans with Be In Mortgage. on behalf of the Broker.

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

