



Important: Acra Lending is providing this service as a courtesy to provide brokers with documents on closed origination files, **ONLY** when a broker requires them for their regulatory audits. Acra Lending will not process requests for borrower documents that were not previously made available to the broker, aside from the Deed of Trust. Only requests made by the brokers principal noted on your firm's agreement with Acra Lending will be accepted. **Incomplete requests will not be processed. Accepted requests will be processed within 10 business days.** Please submit completed form to recordrequests@citadelservicing.com.

ANY REQUESTS MADE FOR THE PURPOSES OTHER THAN COMPLYING WITH A REGULATORY AUDIT WILL BE DENIED.

Loan No.: _____ Date: _____

BROKER INFORMATION

Broker Name: _____

Broker Address: _____

Email: _____

Phone: _____

REQUESTED DOCUMENTS	PURPOSE
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

If necessary, list additional documents on a separate page and attach to this form

DELIVERY

Return To: _____

Comments: _____

AUTHORIZATION*

Name: _____

Signature: _____

Title: _____

Date: _____

***Authorization is to be filled out and signed by Broker's chief compliance officer or senior officer of the company**