

HOW TO RETURN DOCUMENTS

Returning documents is simple.
And the rewards are certainly worth it!

WEB



Log in to your account at www.bayviewloanservicing.com, and use the “Upload Documents” feature to quickly upload your scanned documents (preferably in PDF format). They will automatically be filed with your account.

SMARTPHONE



Using the CamScanner app on your smartphone, you can quickly and efficiently return documents to Bayview. Details included on page 5.

FAX



You can fax documents to Bayview at (877) 360-9593

MAIL



You can mail your documents to Bayview at the following address:
Inbound Customer Documents
Attn: [Asset Manager Name]
Bayview Loan Servicing, LLC
4425 Ponce de Leon Blvd., 5th Floor
Coral Gables, FL 33146

EMAIL



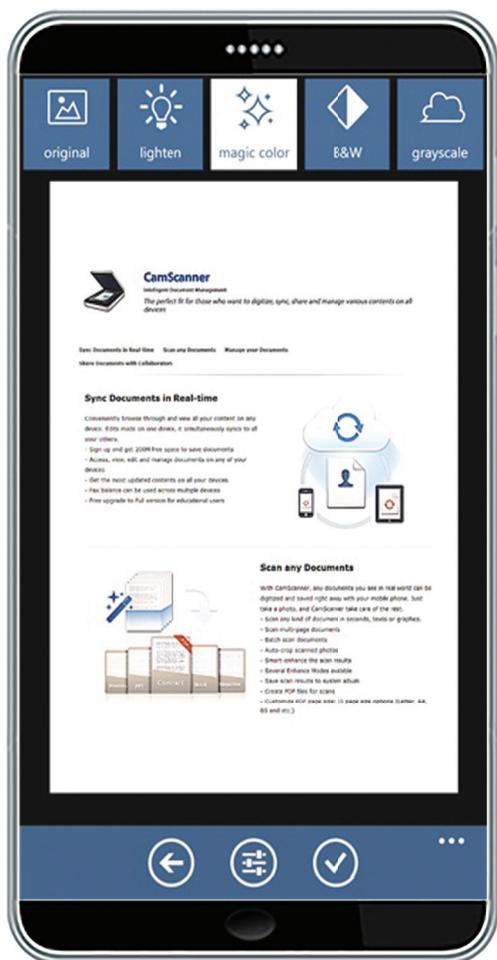
You may scan your documents (preferably in PDF format) and attach them to an e-mail, and send to documents@bayviewloanservicing.com.

IMPORTANT! Make sure to reference your Loan Number on each Returned Document.

RETURN DOCUMENTS USING YOUR SMARTPHONE

Now you can quickly and efficiently return your documents to Bayview by using an app on your smartphone.

JUST FOLLOW THESE SIMPLE STEPS:



- 1 Download the FREE “Cam Scanner” app on your Smartphone
- 2 Click the “Use Now” link at the bottom of the screen
- 3 If you plan on sending multiple documents as part of a single file, select “batch”
- 4 Hold phone camera over document to take picture, and click on the camera icon to capture
- 5 Once you have captured all documents, select finish in the bottom right corner of the app
- 6 Select “email”, and select “PDF”
- 7 Email your documents to:
documents@bayviewloanservicing.com

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*CAM SCANNER APP IS IPHONE AND ANDRIOD COMPATIBLE.

