

Good Delivery Requirements Small Business Administration Loans (SBA) SBA Loan Certificates and Depository Receipts Series C

Documents to be included in all transaction packages:

- A. **Guaranteed Interest Certificate/Depository Receipt-Series C.**
 - Must be the original document.
- B. **SBA form 1088 (“Form of detached assignment”) / DR-C Transfer Form.**
 - This form transfers ownership from selling institution to FHN Financial Capital Markets.
 - Must be an original SBA/FTA designated form.
 - Must be executed by an authorized signatory.
 - The signature must be guaranteed (“Medallion stamp is required”).

Settlement procedure:

- Upon verification of loan status, current balance, and paid to date, please contact a FHN Financial Capital Markets Cashier to arrange a settlement date at 1-800-489-3232. At that time, you will be given instructions for the physical delivery of the original certificate and the completion of the SBA form 1088.
- On settlement date, FHN will wire the net proceeds upon receipt of the required documentation. This process is known as **delivery versus payment** (“DVP”).

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800.456.5460 | www.fhnfinancial.com

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