

MERS® iRegistrations

Overview:

iRegistration is the process of entering loan information into the MERS® System for informational purposes only, for loans on which Mortgage Electronic Registration Systems, Inc. (MERS) is not named as the mortgagee (for loans on which MERS is the mortgagee, see the [Registration Quick Reference Guide](#)). Because MERS is not the mortgagee, assignment information is optional.

Reports: The reports that relate to iRegistrations are:

- [Seasoned Registration Verification Report \(RA\)](#) – Lists all MINs successfully registered by seasoned registration transactions in the previous processing cycle. Seasoned loans are those registered 270 or more days after the note date. Shows MOM Indicator.
- [Seasoned Registration Rejects/Warnings Report \(RB\)](#) - Lists all batch seasoned registration transactions rejected in the previous processing cycle. The report indicates multiple reasons for rejection unless the first error is a problem with the MIN or security access. Shows MOM Indicator.
- [Registration Verification Report \(RF\)](#) – Lists all new loans successfully registered by flow registration transactions in the previous processing cycle in both batch and on-line transactions. Flow loans are those registered less than 270 days after the note date. Shows MOM Indicator.
- [Registration Rejects/Warnings Report \(RG\)](#) – Lists all new batch loan registration transactions rejected in the previous cycle.
- [MINs for the Same Primary Borrower, Property, and Lien Daily Report \(RH\)](#) – Lists the MINs registered or updated in the previous processing cycle for which another active or pre-closing MIN has the same current primary borrower SSN, property, and first lien information. Shows MOM Indicator and pre-closing indicator.
- [MINs for the Same Primary Borrower, Property, and Lien Monthly Report \(RI\)](#) – Lists active and pre-closing MINs with the same primary borrower SSN, property, and first lien information. This is a cumulative report and is produced on the last business day of the month. MINs continue to appear on this report until borrower, property, SSN or lien information is updated. Shows MOM Indicator and pre-closing indicator.

MERS® OnLine Guides:

To start, click on Registration from the Main Menu

Enter the MIN you want to register and click Submit

Loan Section

REGISTRATION DETAILS for 1000101-0001212121-0

Select Lien Type from dropdown

Enter Note Date

Enter Funding Date, if different from Note Date

Enter Note Amount

Select Yes if Owner Occupied, No if not

Select iRegistration

Choose No for a closed loan

Enter Originating Org ID for MERS Member originator, or Original Note Holder for Non-Member

Enter Servicer and Investor Org IDs

Enter Interim Funder Org ID if required by warehouse lender

Enter Subservicer and Custodian Org IDs if applicable

Enter Associated Member Org ID(s) if applicable

Borrower Section

Enter information for Primary Borrower and all Co-Borrowers exactly as it appears on your internal system

Use Corporate Name for a company, trustee, or other non-individual

Enter first, last, and middle name or initial as they appear on your internal system

Enter Name Suffix (e.g. Jr, III) if it appears on your internal system

Always enter Primary Borrower social security number or Tax ID

Enter Co-Borrower social security number if it appears on your internal system

* indicates required fields

Property and Legal Description Sections

Enter street number

Enter street name

Enter Designator (e.g. St, Rd, Ave)

Enter Direction (e.g. N, W, SE)

Enter Unit number, if applicable

Enter Unit Type (e.g. Apt, Condo) if applicable

Select FIPS Code hyperlink to display list of FIPS codes and county names

Enter County Name or FIPS code

Choose Legal Description Type from dropdown (at least one must be County)

* indicates required fields

Legal description is limited to 5 lines on this page; additional lines can be added. County is the only part of the legal description that can be entered. County or county name may be entered. Click on the FIPS Code hyperlink to display a list of FIPS codes and county names.

Miscellaneous and Mod Agree Sections

Enter Securitization name for a non-Agency Securitization

Enter Pool Number for an Agency Securitization

Enter Modification Agreement Note Date and Amount if applicable

There are no fields in this section required to register a MIN.

Assignment Section – optional

Assignment information is optional for iRegistration

Select Assignment Type from dropdown

Enter correct (Non-MERS) Assignee information

Enter (Non-MERS) Assignor information

When you have entered all the Registration information, click **Submit**

Only required for Non-MOM loans. Assignments will be ignored for MOM loans.