



DEPARTMENT OF VETERANS AFFAIRS
Regional Office
1240 East Ninth Street
Cleveland OH 44199

May 2, 2005

In Reply Refer To: 325/261
Information Letter 26-05-02

TO: All VA Lenders and Agents Doing Business in Delaware, Indiana, Michigan, New Jersey, Ohio, and Pennsylvania

SUBJ: Lender and Agent Federal Tax Identification Numbers MANDATORY

1. PURPOSE. VA Loan Guaranty Service is implementing a new web based system to track lender information and loan review data. Effective immediately, all lenders and agents of lenders are required to supply VA with their Federal tax identification number.

2. BACKGROUND. As a means of tracking lenders and agents, and as a way of avoiding duplicate lenders in the new WebELI system, lenders will be required to provide their Federal tax identification number to the VA Regional Loan Center of jurisdiction.

3. ACTION REQUIRED. We are requesting all lenders and agents complete the attached form and return it to:

Cleveland VA Regional Loan Center
Loan Production (MDP 261)
1240 East Ninth Street
Cleveland, OH 44199

The form should be fully documented and returned as soon as possible. This is a mandatory requirement to conduct activity with VA. Future requests for branch approvals, agent approvals or agent renewals will require the tax identification of those entities before VA will process your request.

4. QUESTIONS? The Cleveland VA Office is open weekdays from 8:00 a.m. to 4:30 p.m. Eastern time. The telephone number is 1 (800) 729-5772. Please feel free to contact Mr. Mark R. Jamison, Loan Production Officer (X3959) or any other member of our Loan Production staff with any questions or concerns you might have. Thank you for your continuing participation in our VA Loan Guaranty program.

/s/

JAMES L. BRUBAKER, JR.
Loan Guaranty Officer

WebELI Data Sheet:

Lender Name: _____

VA Lender Identification Number: _____

Main Address: _____

Federal Tax Identification Number: _____

Point of Contact For Requesting
Loan Review Files: _____

E-Mail Address To Request
Loan Review Files: _____

Address For Requesting Loan
Review Files: _____

Telephone Number/Fax Number: _____

Point of Contact For Quality Control
Issues: _____

E-Mail Address For Quality Control
Issues: _____

Address For Quality Control Issues: _____

Telephone Number/Fax Number: _____