

How to Send EMD Funds to MBH

Make EMD Check Payable to MBH Settlement Group

1. Go to **MBH.com**
 - a. This process is best on a tablet or mobile phone
2. Click the **Send EMD** button in the top right corner
3. Select Payment type: **Earnest Money**
4. Select Your Role in the Transaction: **Buyer**
5. Enter **Buyer's Info**: Full Name & Email Address
6. Add **Additional Contact Information**:
 - a. *If no Agent, put "NO" & "AGENT" for Agent First & Last Name, your phone number & email in the agent field.*
 - b. Title Co. Contact: Enter the name of your **MBH Contact**
7. Enter the **Property Details & Payment Amount**
8. Payment Method Defaults to Check Capture
9. Sign Front of Check Only. (*Check must be filled out & signed*)
10. Capture Images of the FRONT and BACK of Check
 - a. Allow Bank Shot to Access Camera
 - b. Turn on Camera Flash, *if in dimly lit room*
 - c. Check must be photographed on Dark Background
11. **Read the information above the disclaimer. Make sure it is correct.**
12. Check the box to agree to the Bankshot terms.
13. **Send Payment**



NOTE: List of Recent Payments will be accessible on the Dashboard, along with status of Payment

NOTE: BankShot does not accept NFCU Cashiers Checks. If this is your bank, you need to wire or drop off/overnight a check to MBH.

Everything you need to know about closing with MBH in one place: mbh.com/congrats