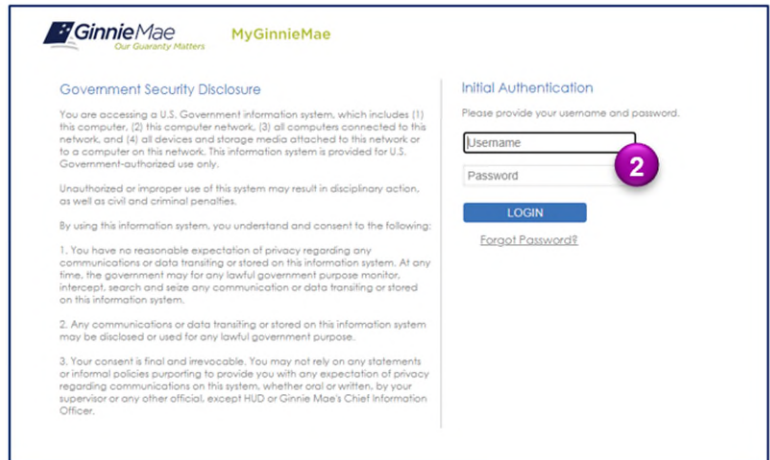


This Quick Reference Card provides an overview of the steps and instructions to Remove a Fidelity Bond Cap before a submission is delivered to Ginnie Mae as Basic User or an Authorized Signer.

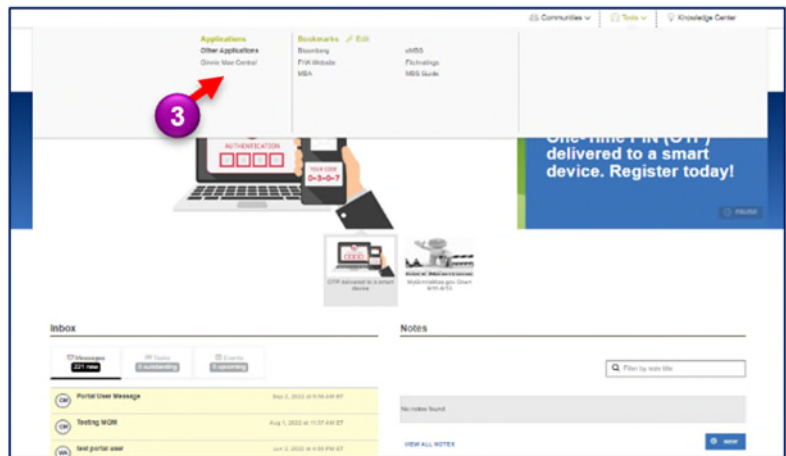
NAVIGATING TO GMC INSURANCE

1. Navigate to MyGinnieMae (<https://my.ginniemae.gov>).

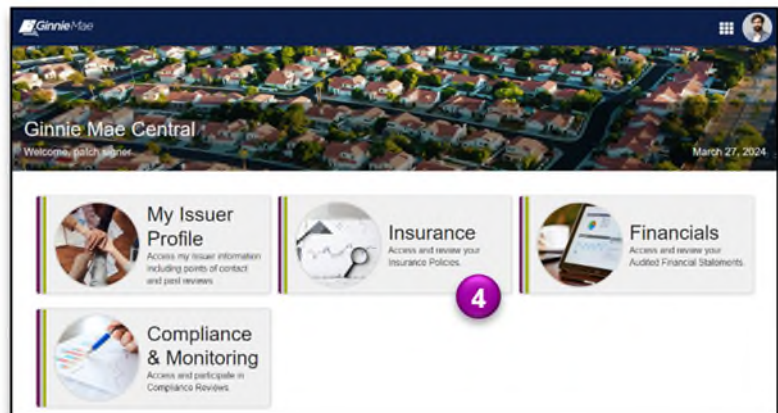
2. Login with your user credentials.



3. Select Ginnie Mae Central under the Applications section on the My Tools dropdown.



4. Select the Insurance module.

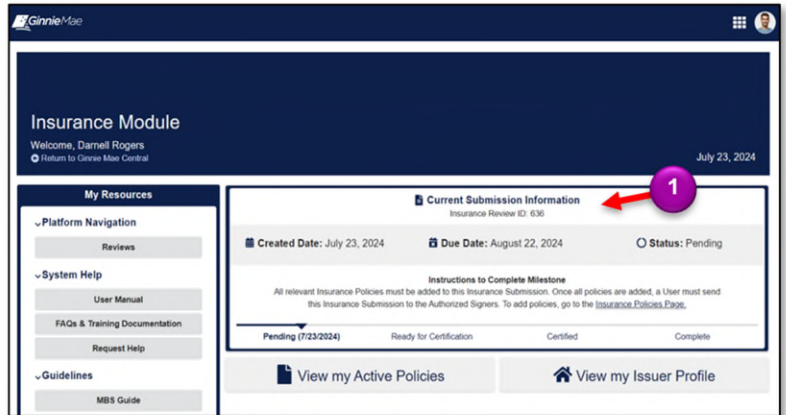


Remove Fidelity Bond Cap

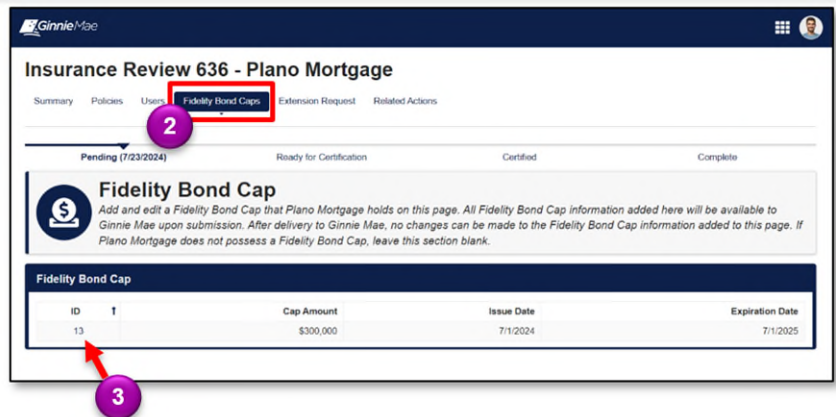
GMC INSURANCE MODULE QUICK REFERENCE CARD

REMOVE FIDELITY BOND CAP

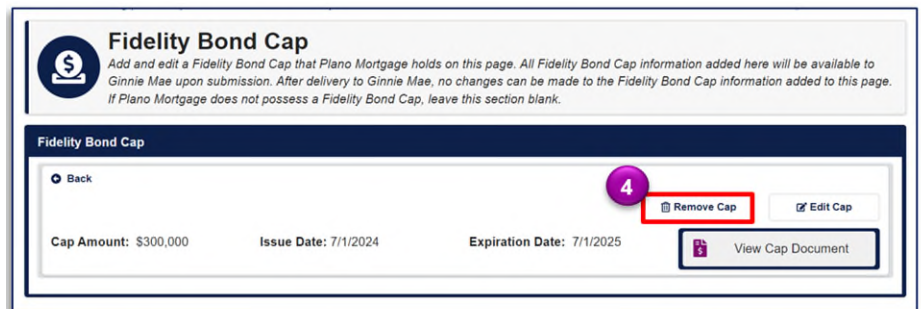
1. Select the **Submission** under **Current Submission Information** on the Insurance homepage.



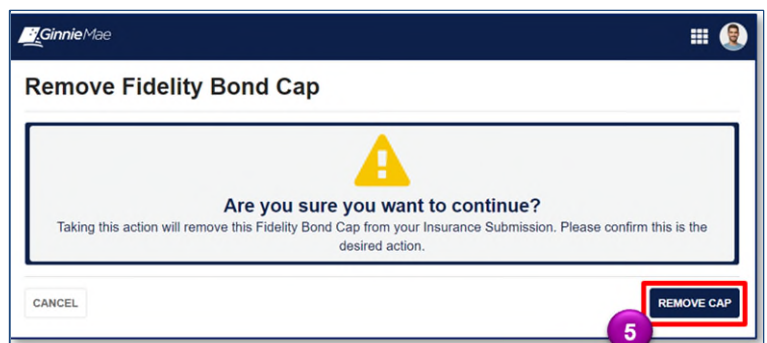
2. Select the **Fidelity Bond Caps** tab
3. Select the **Number** under the ID column.



4. Click **Remove Cap** to remove the current Fidelity Bond Cap.




5. Click **Remove Cap** to confirm removing the Fidelity Bond Cap from the corresponding Insurance Submission.



Remove Fidelity Bond Cap

GMC INSURANCE MODULE QUICK REFERENCE CARD

6. Once the Fidelity Bond Cap is removed, there will be no caps displayed.



Fidelity Bond Cap

Add and edit a Fidelity Bond Cap that Pasadena Bank holds on this page. All Fidelity Bond Cap information added here will be available to Ginnie Mae upon submission. After delivery to Ginnie Mae, no changes can be made to the Fidelity Bond Cap information added to this page. If Pasadena Bank does not possess a Fidelity Bond Cap, leave this section blank.

Fidelity Bond Cap **6**

No Fidelity Bond Caps to Display