

Closing requests

- Required loan file status:
 - o UW status must be Clear to Close
 - o Rate lock must be good through Closing Date
- Required steps to submit request:
 - o Select Loan Actions> Closing request from Loan Snapshot page

Loan Snapshot For Ken Customer

	Loan Actions (322278) LNID: 322278	Loan Status: Origination Lock Status: Float Approved	Channel: Wholesale Lock Exp:	Rate: 6.750 % APR: 6.998 % Est.Closing: 02/28/2025	DTI: 19.254 % HCLTV: 60.000 % Score: 639
LBKSHWCEP	Homepage Pipeline Summary Loan Snapshot Loan History Loan Info Loan Contacts Edit 1003 Edit Fees Worksheet Request Documents Edit TIL) N		Subject Property 123 Main Haralson, NJ 07424	
	Edit 1008 Price / Lock PML Price / Lock Fee Sheet	25 /DU 0.00	Application Dat	e: 1/31/2025 (TRID2)(URLA 2020)
	HMDA Update Loan Export Loan	0.00 0.00	Published Docs Term:		
	Cancel Loan Processing Submit to Processor	30 9	Current APR:	6.998	
	Upload Documents Send DocLink Request Order Credit Submit to Lender Closing Request Order Appraisal	0.00	%: Bottom: HCLTV:	40.000% 19.254%	
		on proved	Closing: Exp:	60.000% 2/28/2025	
	Merge Liabilities Fraud Filter Flood Certification Submit To Doc Provider Compliance Services	00003222786			

- Complete steps 1 through 3 in the below screen:
 - o (1) Closing date and time
 - No earlier than 24 hours from request
 - Texas loans please allow 48 hours for Attorney review and doc prep.
 - Package signing type
 - Wet Sign ONLY
 - o (2) Settlement Agent Info
 - Accessible from Cardex database (instructions in Resource Cetner)
 - o (3) Comments
 - Add any additional information that may be helpful to our closer(s)

