

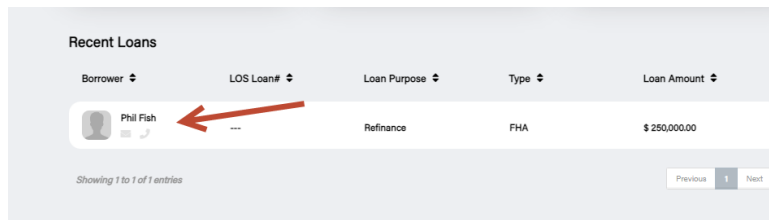
Log into DASH, open desired loan, and follow the quick easy steps below!

Please Note the following:

- Run AUS through [DASH](#). LHFS is currently not accepting “Released or Assigned” findings.

Getting Started

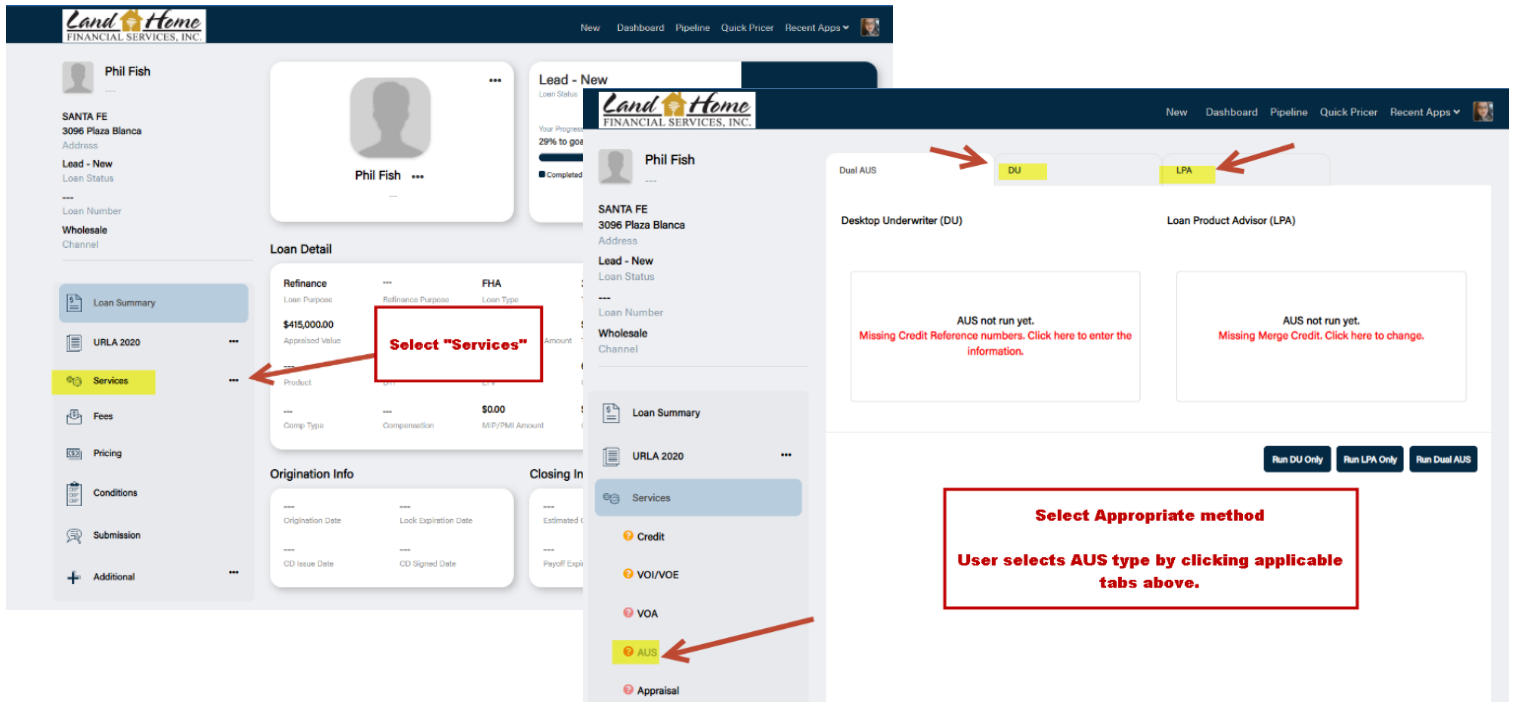
Select loan from user dashboard.



Most Important Step: Make certain URLA is fully completed in order to obtain accurate AUS findings.

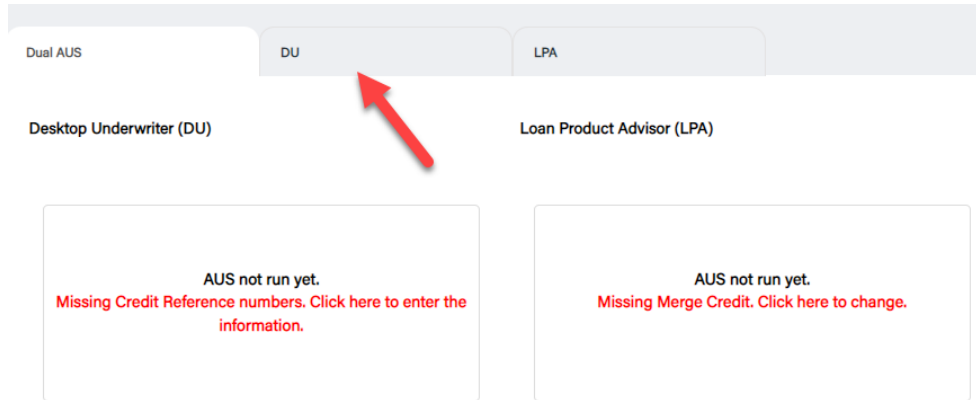
Click on “Services” and then select “AUS”

- User must select AUS type by selecting applicable tab.



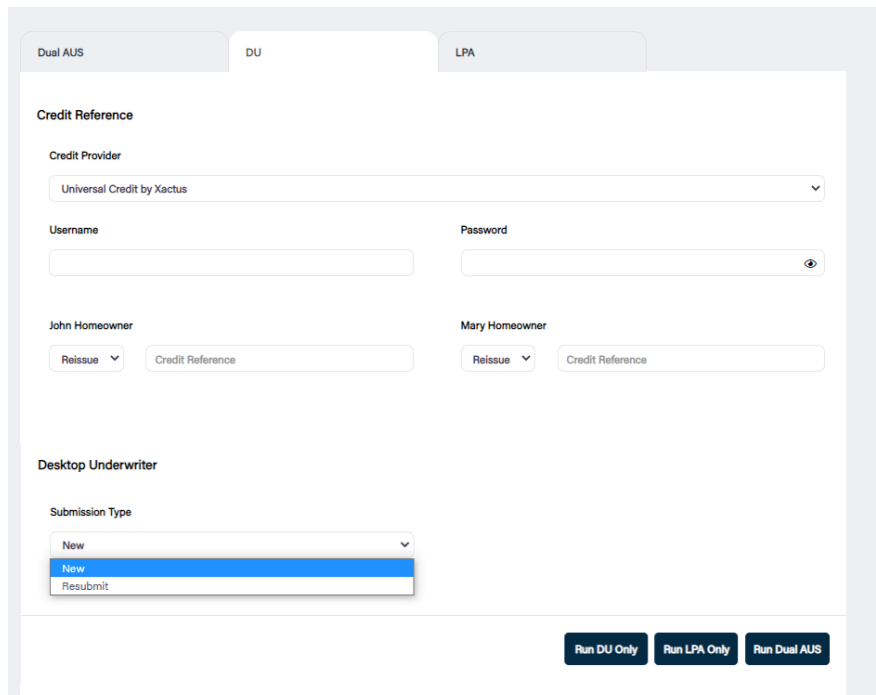
Running DU

1. Click on DU Tab



2. Credit Reference

- Select Credit Provider from the drop-down list
- Input Username for Credit Provider
- Input Password for Credit Provider
 - Note: Some Credit Providers have a different Username/Password for LOS, which do not require MFA
- Select Reissue under borrower(s) name
- Submission Type:
 - Initial DU pulls: Select “New”
 - Subsequent DU pulls: Select “Resubmit”
- Click on “Run DU Only”



Running LPA

Select the tab “LPA” and complete the following:

- Login information is automatically completed
 - Seller Servicer Number and FHA Lender ID is linked to LHFS
- Check “Merge Credit”
- Choose applicable “Credit Provider”
- Technical Affiliate (if applicable)
- “Case State Type” must reflect “Application”
- Enter credit reference number per your credit report
- “Credit Request Type” must reflect “Reissue”

No need to enter data into the following fields:

- “LPA Key Number”
- “Loan Product Advisor ID”

Upon completion, select appropriate AUS to run.

The screenshot shows the LPA form in the dashboard. The form is divided into several sections:

- Login Information:** Auth User ID, Auth Password, Seller Servicer Number, and FHA Lender Id.
- Order:** Merge Credit (checked), Credit Provider (Equifax Mortgage Solutions), Technical Affiliate (Advantage Credit Bureau), Pull Type (Individual), Case State Type (Application), Phil Fish (ENTER CREDIT REFERENCE NUMBER), and Credit Request Type (Reissue).
- Resubmission Info:** LPA Key Number (LEAVE BLANK) and Loan Product Advisor ID (LEAVE BLANK).

At the bottom of the form, there are three buttons: "Run DU Only", "Run LPA Only", and "Run Dual AUS". A red box with the text "Select Appropriate option" and an arrow points to the "Run LPA Only" button.

