

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.

MAKE CERTAIN URLA IS FULLY COMPLETED TO OBTAIN ACCURATE AUS FINDINGS.

GETTING STARTED

Select loan from user dashboard.

Detail	Borrower / Property	Loan Status	Loan Amount	Lender / Channel / Product	Date Created
Detail	Fish, Phil 123 Main St SANTA FE, NM 87507	Lead - New	\$407,483.31 LTV 98.19%	- Wholesale	4/19/23, 12:13 PM Last Updated

FOLLOW THE PROCESS BELOW FOR JOINT CREDIT ONLY

Click on URLA 2020 and select "Manage Borrowers"

1 Click on "URLA 2020"

2 Click on "Manage Borrowers"



JOINT CREDIT - CONTINUED

1. Notice both borrowers appear in the “Manage Borrowers” screen.
2. Drag the appropriate borrowers into their respective positions.
3. Drag the borrowers name into “Application 1” so they are together in one application. Click “Save” once applicants have been moved into “Application 1.”

Manage Borrowers

Application 1

Phil Fish

Application 2

Goldie Fish

Application 3

Cancel Save

Manage Borrowers

Application 1

Phil Fish

Goldie Fish

Application 2

Drag applicant to "Application 1"

Cancel Save

Manage Borrowers

Application 1

Phil Fish

Goldie Fish

Click "Save"

Cancel Save

RUNNING AUS

Click on “Services” and then select “AUS”

- User must select AUS type by selecting applicable tab.

Phil Fish
SANTA FE
123 Main St
Address

Lead - New
Loan Status

Outstanding Conditions
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Loan Details

Within Reach FHA	Purchase	\$415,000.00	\$415,000.00	\$400,475.00	---
Loan Type	Loan Purpose	Purchase Price	Appraised Value	Loan Amount	Cashout Amount
\$14,525.00	\$14,525.00	\$7,008.31	---	97%	100%
Down Payment	Subordinate Lien Amount	MIP/PMI Amount	Total Loan Amount	LTV	CLTV
---	---	---	---	6.0%	11.89% / 19.78%
360	---	---	---	Rate	DTI Ratio

Origination Info

Origination Date	Lock Expiration Date	CD Issue Date
---	---	---
CD Signed Date	---	---

Closing Info

Estimated Closing Date	Closing Date	Last Payment Date
---	---	---
Payoff Expiration Date	Funding Date	---

Select "AUS" under "Services"

RUNNING DU

Select one of the following:

- A. "DU Settings" or
- B. Gear Wheel

Credit Reference

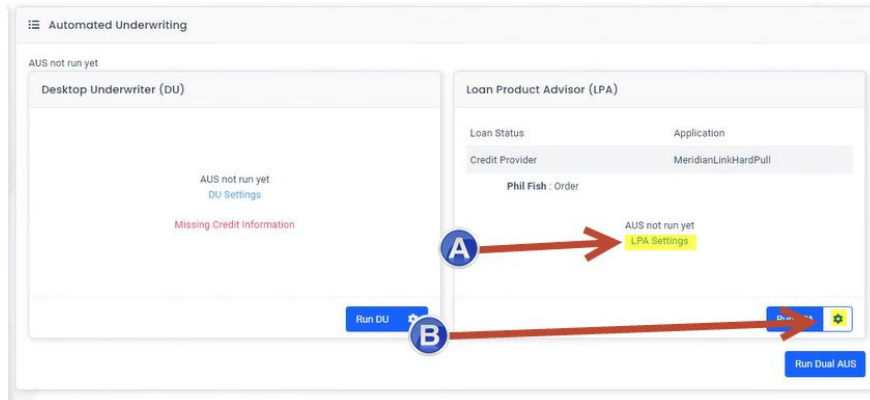
- Select Credit Provider from the drop-down list
 - Input Username for Credit Provider
 - Input Password for Credit Provider
 - Note: Some Credit Providers have a different Username/Password for LOS, which do not require MFA
- Select Reissue under borrower(s) name
 - Enter Credit Reference from credit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



RUNNING LPA

Select one of the following:

- A. "LPA Settings" or
- B. Gear Wheel



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 "Order Credit"
- Choose applicable "Credit Provider"
 - Technical Affiliate (if applicable)
- Select "Reissue" under Borrower's name
- Enter credit reference number per credit report
- "Case State Type" must reflect "Application"

No need to enter data into the following fields:

- "LPA Key Number"
- "Loan Product Advisor ID"

Upon completion, select Run LPA.