

Lock and Register Loan

CAFA and SETH Only

Land Home
FINANCIAL SERVICES, INC.
TPO Mortgage SolutionsSM
Wholesale • Correspondent • Fulfillment

This process will register and request the 1st & 2nd mortgage lock

Lock Request – Step 1

1. Click: “Conditions”
2. Locate “Request Lock – Specialty DPA – Wholesale” and Click Blue Up Arrow

The screenshot shows a web application interface for loan management. On the left, there is a sidebar with a user profile for 'Larry Summers' and a 'Loan Summary' section. The 'Conditions' menu item is highlighted with a circled '1'. The main area displays a table of loan requests with columns for Detail, Borrower, Description, Request Date, Due Date, View File, and Status. The row for 'Request Lock - Specialty DPA - Wholesale' is circled with a '2', and a blue up arrow icon is visible in the 'Detail' column for this row.

Detail	Borrower	Description	Request Date	Due Date	View File	Status
	-	Upload Credit Inquiry Letter (120 Days)	8/23/23, 3:47 PM	8/23/23, 3:47 PM	N/A	Pending
	-	Purchase Contract and All Addendums	8/23/23, 3:47 PM	8/23/23, 3:47 PM	N/A	Pending
	-	Earnest Money Deposit - Showing Cleared Through Bank	8/23/23, 3:47 PM	8/23/23, 3:47 PM	N/A	Pending
	-	Asset Documentation per AUS Findings (Showing Sufficient Funds)	8/23/23, 3:47 PM	8/23/23, 3:47 PM	N/A	Pending
	-	Verbal Credit Authorization	8/23/23, 3:47 PM	8/23/23, 3:47 PM	N/A	Pending
	-	Request Lock - Specialty DPA - Wholesale	8/23/23, 3:47 PM	8/23/23, 3:47 PM	N/A	Pending

**First
Mortgage**

Register Loan - Step 3

1. Enter term of DPA Second Mortgage. Click Next
2. Enter percentage of DPA Assistance. Click Next

1 DAP Term (7-Year, 10-Year, or 15-Year Term):
Enter DAP Term (7-Year, 10-Year, or 15-Year Term)

2 Confirm 2nd DAP Percentage
Enter DAP Percentage (i.e., 2%, 5%)

3. Enter lowest middle credit score. Click Next
4. Enter Yes/No if one or more borrowers are first time homebuyer. (FTHB Not Required). Click “Finish & Generate Doc”

3 Lowest Middle Credit Score
FICO Score

4 First Time Homebuyer (YES or NO)
(if at least one borrower is a first-time homebuyer enter "YES")

First Mortgage

This will register and lock the First Mortgage based on the 3.4 file uploaded and will register and lock the Second Mortgage.

Lock Confirmation

- User will receive a lock confirmation no later than 24 hours
- Registration and Lock must be completed by 2:00pm pacific to guarantee rate



**First
Mortgage**

LOCK CONFIRMATION

Loan Broker:	Sample	Loan Number:	487447
Borrower Name:	Sample	Fax#:	
Property Address:	Sample	Product Code:	GF30TRIOLINK3.5-000
City, State, ZIP:	Sample	Borr FICOS:	/ /
Loan Amount:	\$250,381.00	CoBorr FICOS:	/ /
Occupancy:	Investment	Sales Price/Appr.Value:	\$255,000.00
Property Type:	Single Family Dwelling	Cash Out Amount:	\$0.00
LTV/CLTV/HCLTV:	96.50% / 96.50% / 96.50%	Documentation:	Full
Loan Purpose:	Purchase	Lien Position:	1st Lien
Date Locked:	8/9/2023	Total Debt Ratio:	0.00
Rate:	7.000% Margin:	Caps:	
Prepay:	None	Index Name:	
Tax Impounds:	Y	Lock Expiration:	9/8/2023
Hazard Impounds:	Y	Net Buy Price:	99.250
Interest Only:	N/A	Base Price:	0.750

First Mortgage has been created registered and lock requested

Lock Confirmation in DASH

1. Click on: “Additional”
2. Click on: “Loan Docs”
3. Click on: Down Arrow next to “Lock Confirmation”

DPA DEMO

Wheat Ridge
3170 N Harlan St
Address

File Created
Loan Status

Loan Number

Correspondent
Channel

Loan Summary

URLA 2020 >

Services >

Fees

Pricing

Conditions

Submission

Additional 1 v

- Change of Circumstance
- Escalation History
- Loan Docs 2**
- Internal Contacts
- Key Dates
- Loan Activity

Loan Image - Lock Confirmation

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Questions

Thank you!

For additional questions, please contact your Account Executive.

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