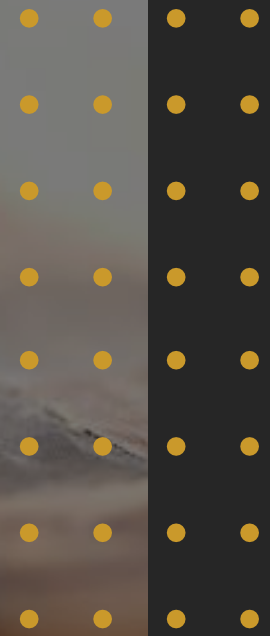


Lock and Register Loan

Illinois DPA Down Payment Assistance Program

This process will register and request the 1st mortgage lock



Lock Request

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

The screenshot displays the 'Conditions' section of the Land Home Financial Services interface. On the left, a sidebar menu lists various options: Loan Summary, URLA 2020, Services (Credit, VOI/VOE, VOA, AUS, Disclosures, Appraisal), Fees, Pricing, Conditions (highlighted with a circled '1'), Submission, and Additional. The main content area shows a table with columns 'Actions' and 'Description'. The table lists several conditions, including 'Credit Inquiry Letter (120 Days)', 'Purchase Contract and All Addendums', 'Earnest Money Deposit - Showing Cleared Through Bank', 'Preliminary Title Report', 'Hazard Insurance', and 'Verbal Credit Authorization'. The final row, 'Request Lock - Specialty DPA - Wholesale', is highlighted with a circled '2' and has a 'Start' button circled.

Actions	Description
⬇	Credit Inquiry Letter (120 Days)
⬇	Purchase Contract and All Addendums
⬇	Earnest Money Deposit - Showing Cleared Through Bank
⬇	Preliminary Title Report
⬇	Hazard Insurance
Start	Verbal Credit Authorization
Start	Request Lock - Specialty DPA - Wholesale

You will only need to register and lock the first mortgage. Land Home will create and lock the second DPA loan based on information from the first mortgage.

Register Loan

1. Enter Rate Requested
2. Enter percentage of DPA Assistance
3. Enter Second Mortgage Loan Amount
4. Enter Lowest Middle Credit Score
5. If any borrowers are a first-time home buyer click
6. Click Next

Task Document Generation Template

Complete the following:

1 Enter Rate Requested

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

3 Enter Second Loan Amount

4 Enter Lowest Middle FICO Score (Illinois DPA Minimum 620)

Mark Yes if Borrower is a 1st Time Homebuyer 5

6

< Back 2 / 3 Next > Cancel

Register Loan

Task Document Generation Template

1. Select applicable Income AMI amount
2. Select applicable loan amount
3. Click Finish & Generate Doc

****FOR CONVENTIONAL LOANS ONLY** SELECT INCOME AND LOAN AMOUNT / INCOME RANGE (SKIP IF NOT APPLICABLE):**

1

Mark Yes if income less than or equal to 80% AMI

Mark Yes if Income is greater than 80% AMI

2

Mark Yes if Loan Amount less than or equal to \$175,000

Mark Yes if Loan Amount is greater than \$175,000

3

[← Back](#) 3 / 3

Cancel

[Finish & Generate Doc](#)

Lock Confirmation

- User will receive a lock confirmation no later than 24 hours
- Registration and Lock must be completed by 5:00pm pacific to guarantee rate



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

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

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

Loan Image - Lock Confirmation

3

▼

Questions

Thank you!

For additional questions, please contact your Account Executive.

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

