



# New Broker Guide

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# Sign Up to Become a New Broker!



Thank you for your interest in becoming an approved broker with [Right Start Mortgage, Inc!](#)

Right Start Mortgage Wholesale is committed to making our Broker Approval Process as seamless and easy as possible. To become an approved broker, review and complete the editable [APPLICATION PACKAGE](#), and forward it to our Broker Support Desk at [brokerapproval@rightstartmortgage.com](mailto:brokerapproval@rightstartmortgage.com).

For additional information, contact our Broker Support Desk at:

- Email: [brokerapproval@rightstartmortgage.com](mailto:brokerapproval@rightstartmortgage.com)
- Phone: (800) 520-5626
- [Website](#)

[Click to view our broker application](#) 



# Lending QB Access



- Utilize our quick links on the our [wholesale homepage](#) easy access to information such as broker login, rate sheets, RS, etc.
- Click on **[SUBMIT A LOAN]** and sign in with your username and password to access your pipeline.

Right Start Mortgage, Inc., founded in 1989, is full service Fannie Mae Seller/Servicer and Direct Ginnie Mae Issuer specializing in Conforming and FHA residential products.

## EXPLORE OUR PRODUCTS

**SUBMIT A LOAN**

**BECOME AN APPROVED BROKER**

Right Start is dedicated to offer our brokers and borrowers an unparalleled level of customer service. Our goal is to provide our customers with the support and personal attention they deserve. Our exceptional staff will lead you through the steps of your financial needs, while helping you achieve and maintain comfort and confidence throughout the process.

Right Start also realizes the importance of technology in today's mortgage lending world. That's why it has become Right

### Please Log In...

Enter your user name and password.

Username:

Password:

Login

[Forgot your Password?](#)  
[Change Your Password](#)

### Create A New Account...

Many parts of our website require an active account in order to gain access. Press the button below to create a new account.

**Note:** If you already have an account, please log in using that account. You will not be able to access previously stored information if you create another account.

Create A New Account



# Lending QB (LQB)



Once logged in, view your current loans in your pipeline, price new loans, and/or upload a new loan.

**Broker Pipeline** – view your current pipeline, conditions, tasks.

Portal: Broker ▾

Broker Pipelines

Loans

QuickPricer >

Create New Loan >

My Profile

Loans

Search Criteria

Loan Number	Last Name	SSN (Last 4)	Status Date	Loan Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	All Dates ▾	<-- Any --> ▾

SEARCH CLEAR SEARCH

Display most recent 25 ▾ loans assigned to anyone ▾

Loan Number	Conditions	Last Name, First Name	Loan Amt	Loan Status / Status Date ▾	Lock Status / Lock Exp. D
1171000000	0 Condition	loan, test	\$0	Loan Open 10/2/2017	

**Loan Status**– reflects current status of loan



# Lending QB (LQB)



**QuickPricer** – Click to price out your scenario.

Portal: Broker ▾

Broker Pipelines ▾

Loans

QuickPricer >

Launch Quick Pricer

Monitored Scenarios

Loans

Search Criteria

Loan Number	Last Name	SSN (Last 4)	Status Date	Loan Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	All Dates ▾	<-- Any --> ▾

Display most

Create Loan

No Pinned Results to Compare

Horizon of borrower interest:  months ([explain](#))

**Property & Loan Info** ❌

**Property Information**

Zip Code  ❌ State  ❌

County  ❌

City  ❌

In Rural Area?  Yes [explain](#)

Property Use

Has Non-Occupant Co-Borrower?  Yes

**Results Filter**

<b>Term</b>	<input type="checkbox"/> 10 Year	<input type="checkbox"/> 25 Year	<input checked="" type="checkbox"/> 15 Year	<input checked="" type="checkbox"/> 30 Year	<input checked="" type="checkbox"/> 20 Year	<input checked="" type="checkbox"/> Other
<b>Amortization Type</b>	<input checked="" type="checkbox"/> Fixed	<input type="checkbox"/> 3 Year ARM	<input checked="" type="checkbox"/> 5 Year ARM	<input type="checkbox"/> 7 Year ARM	<input checked="" type="checkbox"/> 10 Year ARM	<input type="checkbox"/> Other
<b>Product Type</b>	<input checked="" type="checkbox"/> Conventional	<input type="checkbox"/> HomeReady	<input type="checkbox"/> Home Possible	<input checked="" type="checkbox"/> FHA	<input checked="" type="checkbox"/> VA	<input type="checkbox"/> USDA

Number of Programs: 33

[Advanced Filter Options](#)

**Alert Messages**

- To add applicant info, and/or register a specific program, please click the "Create Loan" button.
- Pricing subject to change with the addition of applicant/credit data.
- Missing required data on "Property & Loan Info" tab. Please complete in order to price.
- Estimated credit score is 0. If the borrower has a credit history, please enter an estimated score for more accurate results.



# Create New Loan



Portal: **Broker** ▾

Broker Pipelines >

QuickPricer >

**Create New Loan** ▾

Import Loan File

Create Purchase Loan

Create Refinance Loan

Create 2nd Lien (Standalone)

My Profile

## Import Loan File

\* Indicates required fields

Import Fannie Mae file

**CHOOSE FILE** No file chosen \*

I understand that applicants' Social Security Numbers may be stored and potentially visible to other users. \*

**IMPORT**

Import Calyx Point file

To create a loan, click on **[Create New Loan]** → **[IMPORT LOAN FILE]**, and upload a completed **[3.2 FNMA]** to our system.

Don't have a 3.2 FNMA file? – create your loan directly into our system.



# Status and Agents



While in the web portal, click on your loan number to view the status of your loan, verify borrower's information, price/lock loans, upload disclosures, etc.

**Pipeline**      Loan Number: 1171000000      Borrower Name: test loan      Loan Amount: \$0.00      Property Address:

**Status and Agents**

**Application Information**

**Closing Costs**

**Pricing**

**Loan Information**

**Rate Lock**

**Disclosures**

**E-docs**

**Conditions (0)**

---

**Status and Agents**

**Status**

Current Status: Loan Open      Status Date: 10/2/2017      Action: [view status certificate](#)

Loan Open 10/2/2017      Pre-Qual

---

**Agents**

Assigned Agents in Test

Loan Officer [re-assign](#)      Processor [assign](#)  
Name: New Broker      Name:



# Status and Agents



To change the loan status, click on **[Status and Agents]** then click on **[CHANGE LOAN STATUS]**.

The screenshot shows a sidebar on the left with menu items: Status and Agents, Application Information, Pricing, Loan Information, Rate Lock, and Disclosures. The main content area is titled 'Status and Agents' and includes links for 'Credit Plus - Settlement Services Worksheet (SSW)', 'First American - FraudGuard', 'LodeStar', 'Stewart Title', and 'LodeStar Test'. Below this, the 'Status' section shows 'Current Status: Document Check', 'Status Date: 5/19/2017', and an 'Action: view status certificate'. A 'CHANGE LOAN STATUS' button is highlighted with a red box and a red arrow pointing to it from the instruction box above. At the bottom, a progress bar shows stages: Loan Open, Processing, Doc Check, Submitted, and Funded.

## When to change loan status

### Registered → Pre Processing:

- when documents are uploaded for initial disclosures to be sent to borrowers.

### Processing → Doc Check:

- Documents uploaded, loan ready for underwriting review.

### Approved or Loan Suspended → Condition Review:

- Documents uploaded, loan ready for underwriting review.





# Application Information



Status and Agents

Application Information

Closing Costs

Pricing

Loan Information

Rate Lock

Disclosures

E-docs

Conditions (0)

Application Information

test loan

PAGE 1 | PAGE 2 | PAGE 3 | PAGE 4

Application Information: review 1003 information for accuracy purposes.

The income or assets of a person other than the "Borrower" will be used...  The income or assets of the Borrower's spouse will not be used...

▼ I. TYPE OF MORTGAGE AND TERMS OF LOAN

Mortgage Applied for:	Agency Case Number	Lender Case Num		
FHA		1171000000		
Purchase Price	Down Payment %	Equity / Down Pmt	Loan Amt	Amort. Type
\$0.00	0.000%	\$0.00	\$0.00	Fixed Rate
Upfront MIP / FF	Total Loan Amt	Note Rate	Qualifying Rate	
\$0.00	\$0.00	0.000%	0.000%	
Term	Due	Monthly Payment	Other Print Desc.	
360	360	\$0.00		

▼ II. PROPERTY INFORMATION AND PURPOSE OF LOAN



# Closing Costs



Status and Agents

Closing Costs

Application Information

**Borrower-Responsible Closing Costs**

Non-P&I Housing Expenses

Seller-Responsible Closing Costs

**Closing Costs**

A - Origination Charges

Description/Memo	Paid to	Amount	Paid by	Payable	Date paid
<a href="#">details &gt;</a> Discount points	Lender	\$0.00	borr pd	at closing	
<a href="#">details &gt;</a> Underwriting fee	Lender	\$995.00	borr pd	at closing	

**Available Fees for B - Services You Cannot Shop For**

- Appraisal Desk Review Fee
- Appraisal fee
- Appraisal Field Review Fee
- Comparable Rent Schedule
- Credit report
- Final Inspection Fee
- Flood certification
- HOA Cert Fee
- HOA Transfer Fee
- Re-inspection Fee
- Repair Escrow
- Second Appraisal Fee

Input all fees that should be disclosed under the [Closing Costs] tab.  
-To add additional fees, click on [+] icon and select fee.  
-Click on the **calculator icon** to edit fee amount

Pricing

Loan Information

Rate Lock

Disclosures

E-docs

Conditions (0)



# Credit Report



Run Scenario in DO

No Pinned Results to Compare

Horizon of borrower interest:  months ([explain](#))

**Application #1** **Property & Loan Info**

[Remove this application](#) [Add New 1003 Application](#)

**Applicant Info**

First Name

Middle Name

Last Name

Suffix

SSN

Liquid Assets  [Explain](#)

Negative Cash Flow from Other Properties  [Explain](#)

**Please select an option**

Order New Credit Report

Re-Issue Credit Report

Upgrade Existing Credit Report to Tri-Merge Report

Manually Enter Credit Report

**Credit Provider Information**

Credit Provider: [Is my credit provider supported?](#)

[Re-Issue Credit](#) [Revise Property & Loan Info](#)

Brokers have the ability to pull credit report OR re-issue a credit report already pulled.

- Under the **[PRICING]** tab, click on the **[APPLICATION #1]** tab.
- Scroll to the bottom and select the desired option. Select credit provider and **[ORDER/RE-ISSUE CREDIT]**
- Enter login credentials for credit provider and order report.

**Select Credit Provider**

- 1 SOURCE DATA
- ACCUDATA CREDIT SYSTEMS, LLC
- ACCURATE FINANCIAL SERVICES
- ACRANET (031)
- ACRANET CARS BRANCH
- ACRANET CBJ
- ACRANET GDS BRANCH
- ACRANET CHOICE DATA
- ACRANET DYNAMIC INFORMATION SERVICES BRANCH
- ACRANET FORT WALTON BEACH BRANCH
- ACRANET FREDERICKSBURG BRANCH
- ACRANET GLOBAL M.R.C.
- ACRANET HEARTLAND CREDIT SERVICES
- ACRANET SPOKANE BRANCH
- ADVANTAGE CREDIT, INC.
- ADVANTAGE PLUS
- ALLIANCE 2020
- AMERICAN MORTGAGE REPORTS (113)
- AMERICAN REPORTING COMPANY

**Credit Report**

To proceed, please answer the following questions:

**Credit Provider Information**

Login Name

Password

Remember Login Name

Applicant Date of Birth  Co-Applicant Date of Birth

Present Address

Zip  City  State

[Order Credit](#) [Close](#)



# Desktop Originator (DO)



## Brokers without a DO Access:

- [Register for FNMA Desktop Originator \(DO\)](#)

## Brokers with DO Access:

- [Add RightStart Mortgage to your sponsoring lender list](#)

## New Loan Packages

- Run AUS Findings **and** [release and finalize findings](#) to RightStart Mortgage.
- Upload AUS Findings with initial submission package.

## Desktop Originator Case ID:

- leave blank on new DO findings.
- enter DO Case ID number if already ran.

## DO in Lending QB

- Brokers with DO credentials have the ability to run DO within LQB.
- Click the **[Pricing]** tab.
- Click on **[RUN SCENARIO IN DO]**.
- Enter DO credentials and press **[SUBMIT]**.
- Follow steps in DO until finalized.

Pricing

Run Scenario in DO

**Submit directly to Desktop Originator**

Desktop Originator User ID

Desktop Originator Password

Lender Institution ID  (Leave blank to use default)

Desktop Originator Case ID

Remember login name

[Forgot your User ID or Password?](#)



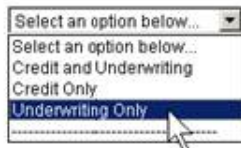
# Release DO Findings



○ To release DO Findings to RSM, review 1003 information section and scroll to the bottom of any 1003 section and click SUBMIT



○ click on “underwriting only” under the “Credit and Underwriting Options” and press “NEXT”.



○ Under Select Submission Option, select “**Right Start Mortgage**” and select **FINAL** as the submission type, complete remaining information and click **SUBMIT**.

○ [Additional Information](#)

**Submit Loan: Select Submission Options**

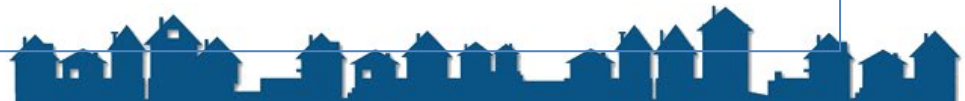
Borrower Name	Loan Number	Institution Name
Homeowner	Case #1	Documentation Originator 5

**1. Select a submission option.**  
In the list below, select Preliminary Findings (to get findings for a conventional loan prior to submitting to a lender) or select a sponsoring lender. To access the Multi-product Tool, select a submission option that begins with an asterisk (\*)

Select Submission Option

- Select Submission Option
- \*Preliminary Findings
- .....
- Right Start Mortgage**

.....  
multiple products.  
either a single findings report based on one loan product or  
multiple products.  
or Multiple Products.



# Price/REGISTER Your Loan



- Status and Agents
- Application Information
- Closing Costs
- Pricing**
- Loan Information
- Rate Lock
- Disclosures
- E-docs
- Conditions (0)

Run Scenario in DO

No Pinned Results to Compare

Horizon of borrower interest:  months [\(explain\)](#)

**Application #1** ✖ **Property & Loan Info** ✖

**Property Information**

Street Address  ✖

Zip Code  ✖ State

County

City

In Rural Area?  Yes [explain](#)

Property Use

Has Non-Occupant Co-Borrower?  Yes

Property Type

**Results Filter**

<b>Term</b>	<input type="checkbox"/> 10 Year	<input type="checkbox"/> 25 Year	<b>Amortization Type</b>	<input type="checkbox"/> 7 Year ARM	<b>Product Type</b>	<input type="checkbox"/> FHA
	<input type="checkbox"/> 15 Year	<input checked="" type="checkbox"/> 30 Year	<input checked="" type="checkbox"/> Fixed	<input type="checkbox"/> 10 Year ARM	<input checked="" type="checkbox"/> Conventional	<input type="checkbox"/> VA
	<input type="checkbox"/> 20 Year	<input type="checkbox"/> Other	<input type="checkbox"/> 3 Year ARM	<input type="checkbox"/> Other	<input type="checkbox"/> HomeReady	<input type="checkbox"/> USDA
			<input type="checkbox"/> 5 Year ARM		<input type="checkbox"/> Home Possible	

[Advanced Filter Options](#)

**Alert Messages**

- Credit has not been ordered for Application #1. Please order credit for more accurate results.
- Missing required data on "Application #1" tab. Please complete in order to price.
- Missing required data on "Property & Loan Info" tab. Please complete in order to price.

Price

  
Number of Programs: 4

- Complete information of your loan and click on **[PRICE]** to price your loan.
- Use **[RESULTS FILTER]** to view possible pricing options for your borrower.

**FIXED CONFORMING**

pin	<b>REGISTER</b>	<a href="#">request lock</a>	5.125	-3.000	1,742.36	<a href="#">19.924</a>	5.171		<a href="#">\$1,668.97</a>	<a href="#">\$81,668.97</a>	39.2	30 FIXI
pin	<b>REGISTER</b>	<a href="#">request lock</a>	5.000	-2.972	1,717.83	<a href="#">19.678</a>	5.046		<a href="#">\$1,652.53</a>	<a href="#">\$81,652.53</a>	39.7	30 FIXI
pin	<b>REGISTER</b>	<a href="#">request lock</a>	4.875	-2.647	1,693.47	<a href="#">19.435</a>	4.920		<a href="#">\$1,636.10</a>	<a href="#">\$81,636.10</a>	40.3	30 FIXI

- Click on **[REGISTER]** to register loan. This will allow the submission team to review loan for underwriting.



# Upload PDF Documents

Uploading PDF documents into the system will notify our Operations Team that a file is ready to be reviewed – upload New Submission Package, Condition Package, Missing Documents.

- Click on **LOAN NUMBER** in your pipeline.
- Click on **[E-docs]**
- Drag and Drop Files to be uploaded – can upload up to 12 files at a time
- Scroll down and **[select Doctype]** – to select what type of documents are being attached.
- Select **[UPLOAD DOCS]** to upload PDF Package

Application Information

Pricing

Loan Information

Rate Lock

**E-docs**

Conditions (0)

Upload Docs Fax Docs Document List

You may upload up to 12 documents at a time with a total upload size of 100MB

Drag and Drop Files Here to Upload

OR SELECT FILES TO UPLOAD

0 of 12 files selected for upload

File Name	Doc Type *	Description
Uninstalling BrowserXT.pdf	<b>[select Doctype]</b> scan barcodes *CONDITIONS (100MB MAX) : CONDITIONS	0 of 200 characters
lqb new release 8.8.18 meeting.pdf	<b>[select Doctype]</b> scan barcodes *A NEW FILE (100MB MAX)* : NEW FILE	0 of 200 characters

**UPLOAD DOCS**

# Document List



View all documents uploaded by viewing the **[DOCUMENT LIST]** tab.

- **View PDF** – view documents that was uploaded.
- **Doc Type** – Document type of PDF that was uploaded
- **Application** – Borrower’s name
- **Description** – notes written regarding document
- **Created Date** – timestamp of when document was uploaded to the system.

Status and Agents

Application Information

Closing Costs

Pricing

Loan Information

Rate Lock

Disclosures

E-docs

Conditions (0)

E-docs

FAX COVERSHEETS

Upload Docs

Fax Docs

Document List

Status	Doc Type	Application	Description	Created Date	Pages
<a href="#">view PDF</a>	*A NEW FILE (50 PAGE/MB MAX)* - NEW FILE	test loan		10/9/2017 9:53:06 AM	1
<a href="#">view PDF</a>	*A NEW FILE (50 PAGE/MB MAX)* - NEW FILE	test loan		10/9/2017 9:53:06 AM	1







## Mortgage Clause for HOI and CPL:

RIGHT START MORTGAGE, INC.  
ISAOA, 80 South Lake Avenue, Suite 520, Pasadena, CA 91101



FHA Lender ID: 7753200009

VA Lender ID: 9051910000



# Appraisal Ordering



## Mercury Network:

RSM has partnered with Mercury Network to provide brokers an easy access to order and review appraisals. Contact [brokerapproval@rightstartmortgage.com](mailto:brokerapproval@rightstartmortgage.com) for an account.

[Video Guide](#) for brokers on how to place an order.

**Sign In** [Don't have a free account? Sign Up](#)

Enter your username and password to place orders with us, check the status of your orders, and download reports directly from your account.

Username:

Password:

Remember me

**SIGN IN**

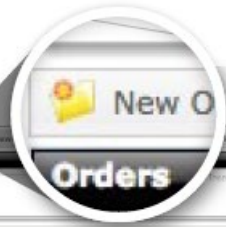
[Forgot Password?](#)



# Appraisal Ordering



Choose "New Order".



Complete the form.

Fields marked with an asterisk (\*) are required.

Want to keep agents or processors in the loop on all order status updates? Enter e-mail addresses here separated with semi-colons.

Instructions for the appraiser? Enter them here.

**Property Information**

Address \* 2200 Arizona Ave Pcup Type Single Family  
City \* Edmond Legal Desc  
State \* Oklahoma Directions From Danforth and Bryant, turn East to neighborhood.  
Zip Code \* 73024

**Assignment Information**

Form/Type \* 1001 SRA  
Due Date \* 03/25/2015 Loan Number \* 123121  
Loan Type Conventional Sales Price  
Loan Purpose Purchase FHA #  
Date to charge borrowers card\* 04/01/2012

**Lender Information**

Lender Name ABC Bank Lender Street 1234 Main St  
Lender City Edmond  
Lender State Oklahoma  
Lender Zip 73024

**Contact and Access Information**

Occupancy Owner  
Borrower Mary Simmons Home 4051213232 E-mail mary.simmons@gmail  
Co-Borrower Jason Simmons Home 4051213252 E-mail jason.simmons@gmail  
Owner Marlin Oshering Home 4051213232 E-mail marlin.oshering@gmail  
Occupant  
Agent  
Other  
Appointment Center \* Other

**Additional Notification Recipients**  
Enter additional e-mail addresses to receive notifications for this order. Separate multiple e-mail addresses with a semicolon.  
MaryRostor@Rostor.com

**Additional Comments or Instructions to Vendor**  
Please contact owner 2 days prior to inspection so he can make sure someone's there.

Mercury Network  
Need help? Call 1-888-794-0455



# Appraisal Ordering

Confirm all the order details, enter the credit card information, and click "Finish."

Payment information

Mercury Network

Need help? Call 1-888-794-0455

The screenshot shows a web application interface for creating a new appraisal order. The form is titled 'New Appraisal Order' and includes several sections: 'Assignment Information', 'Property Information', 'Contact and Access Information', 'Additional Comments or Instructions to the Vendor', and 'Payment Information'. A 'Finish' button is highlighted with a circular callout.

Assignment Information			
Due Date	3/25/2015	Loan #	123121
Other Ref #		File #	
Loan Type	Conventional	Form/Type	1004 LRAR
Loan Purpose	Purchase	Sales Price	
Ordered By		Loan Amount	
Lender	ABC Bank	Estimated Value	
Client Group		FHA #	
Disclosure Date	4/9/2015		

Property Information			
Address	2200 Augusta Ave	Prop Type	Single Family
City	Edmond	Legal Desc	
State	OK	Directions	From Deerforth and Bryant, turn East to neighborhood.
Zip Code	73034	County	Oklahoma

Contact and Access Information			
Occupancy	Owner		
Borrower	Mary Simmons Home	4051213232	E-mail mary.simmons@gmail.com
Co-Borrower	Jason Simmons Home	4052123252	E-mail jason.simmons@gmail.com
Owner	Martin Glenning Home	4051213232	E-mail martin.glenning@gmail.com
Occupant	Home		E-mail
Agent	Home		E-mail
Other	Home		E-mail
Appointment Contact *	Owner		

Additional Comments or Instructions to the Vendor  
Please contact owner 2 days prior to inspection so he can make sure someone's there.

Payment Information	
Fee Notes	[No Fee Notes]
Order Fee	453
Payment Method*	CC to Vendor
First Name*	Mary
Last Name*	Simmons
Street Address	121 Oak Street
City	Jemine
State	California
Zip	90558
E-mail	Mary.Simmons@gmail.com
Card Number*	*****1957
Exp. Month/Year*	12 / 2015

Finish

# Appraisal Ordering



Attach any documents you need to your order.

The screenshot shows a web application interface for ordering an appraisal. A modal dialog box titled "Attach Document" is open, overlaying the main form. The dialog has two numbered steps:

- 1** Choose the document type: A dropdown menu is set to "Sales Contract".
- 2** Attach paper documents using DirectFax™ OR Attach existing electronic documents. The paper document option includes instructions about using DirectFax technology and a "Print DirectFax cover sheet" button. The electronic document option includes instructions about attaching existing files and an "Upload documents" button.

The background form, titled "New Appraisal Order", includes sections for "Confirm Your Order", "Assignment To", "Property Information", "Additional Comments or Instructions to the Vendor", and "Payment Information". The "Payment Information" section shows an order fee of 433 and a payment method of "CC to Vendor".



# Appraisal Ordering



Search your orders here. They're sorted in these folders according to order status.

The screenshot shows a web application interface for managing appraisal orders. On the left, there is a sidebar with a search bar and a list of folders categorized by order status, such as 'All Open Orders', 'In Progress', 'Inspection Scheduled', etc. The main area displays a table of 'All Open Orders (1)' with columns for Current Status, Due Date, Inspection, Borrower, Address, Vendor, Loan #, Order Date, Form Type, and Last Modified. Below the table, there is a detailed view for a specific order: '2200 Augusta Ave Edmond, OK 73034'. This view includes fields for Borrower (Mary Simmons), Appraised Value, Order Date (3/11/2015), Due Date (3/25/2015), Fee (\$453), Payment Type (CC to Vendor), Estimated Value, Loan Number (123121), File Number, FHA Case # (Edt), Other Ref #, Vendor Name (American Southwest Mortgage), Assigned AE (Cassandra Eaton), Lender (ABC Bank), Lender Address (1234 Main St, Edmond, OK 73034), Appraisal Date, Loan Type (Conventional), Loan Purpose (Purchase), and Product (1004 URAR). To the right of the details is a map showing the location of the property. Below the map is a 'Documents' section with the message 'No documents are attached to this order, yet.' and an 'Attach Documents' button.

Brokers view when logged into MN.

Double-click any order to see details.



# Appraisal Ordering

From here, you can see your order status and much more.

Use the top toolbar to...

- send messages.
- attach documents.
- place the order on hold.
- delay the order.
- duplicate the order.
- cancel the order.
- update payment information.

See all documents attached to the order.

The full audit trail is recorded for compliance.

Edit property contacts.

**Appraisal Order Details**

2200 Augusta Ave  
Edmond, OK 73034  
Borrower: Molly Simmons  
Appraised Value:

Order Date: 11/25/2014  
Due Date: 12/8/2014  
Fee:  
Payment Type: CC to Vendor  
Estimated Value:  
Loan Number: PMAC Loan 2  
File Number:  
FHA Case #: **ES**  
Other Ref #:  
Vendor Name: PMAC Lending Services  
Assigned AE: Rebecca Bruggeman  
[909] 539-6790  
rebecca.bruggeman@pmac.com

Ordered By:  
Lender: PMAC Lending Services  
Lender Address: 15325 Fairfield Ranch Rd  
Clene Hills, CA 91709

Appraisal Date:  
Loan Type: Conventional  
Loan Purpose: Purchase  
Product: 1004 FURNISHED  
Disclosure Date: 11/28/2014  
Neighborhood:  
Sale Price:  
Prior Date:  
Prior Price:  
Property Type: Single Family  
Legal Description:  
County: Oklahoma  
Sq. Ft.:  
GSE Doc File ID:  
Directions:

**Documents**

Document Type	Date Uploaded
Order Documents	11/25/2014
Sales Contract	11/25/2014

**History (6)**

Time	Event	Type	File
11/25/2014 3:09 PM CST	Document Deleted by Trey Gee	Sales Contract	AQM-API-061114_1.pdf
11/25/2014 3:09 PM CST	Document Deleted by Trey Gee	Sales Contract	AQM-API-061114_2.pdf
11/25/2014 2:27 PM CST	Document Uploaded by Trey Gee	Sales Contract	AQM-API-061114_2.pdf
11/25/2014 2:21 PM CST	Document Uploaded by Trey Gee	Sales Contract	AQM-API-061114_1.pdf
11/25/2014 2:21 PM CST	Document Uploaded by Trey Gee	Sales Contract	AQM-API-061114_1.pdf
11/25/2014 2:19 PM CST	In Progress by Trey Gee		

**Inspection Contacts**

[Edit Property Contacts](#)

Owner:	Mary Malone	Home: 405-312-3325	E-mail: mary.malone@gmail.com
Borrower:	Molly Simmons	Home: 405-317-2221	E-mail: molly.simmons@gmail.com
Co-Borrower:	Jason Simmons	Home: 405-202-1388	E-mail: jason.simmons@gmail.com

Additional Notification Recipients: reavstateagent@gmail.com; jens.staff@gmail.com [Edit](#)

**Special Instructions**

Please contact owner on cell phone to schedule inspection.  
Mary Malone: 405-445-4464 Cell. Thank you!