

# Registering a New Stand-alone Loan

7.15.24

**Portal Address:** <https://broker.springeq.com/portal/#/login>

Quick jump to these sections:

1. [Upload 3.4](#) pg. 2
2. [Pull Credit](#) pg. 9
3. [Associate 1<sup>st</sup> Mortgage with Subject Property](#) pg. 14
4. [Mark Liabilities to be Paid Off](#) pg. 19
5. [Price and Lock](#) pg. 26
6. [Submit Registration](#) pg. 32



# Uploading URLA 3.4

1. Under “Loan Registration” on the left, click “Import Loan File” (URLA 3.4)  
(If you do not have a 3.4, you can create a loan application with our “Manual Loan Entry” option)
2. Confirm the correct Company is selected  
(Relevant if you register for multiple LO’s or companies)
3. Confirm the correct Branch is selected  
(If associated with multiple branches, select ALL)
4. Registration Help link in Resource Tab. Direct link to our website for our live registration team to help with your registration.

Registration Help Number is 888-605-2588, option 1

**Spring EQ** 100 W. Matsonford Road, Building 5, Suite 100 Radnor PA, 19087  
NMLS ID#: 1464945  
Broker ID#: 4000001  
Approved For: CONV

Guidelines Forms **4** Resources

Home  
View Pipeline  
**Loan Registration**  
Import Loan File  
Manual Loan Entry

Welcome to the Wholesale Portal

Spring EQ, LLC  
100 W. Matsonford Road, Building 5, Suite 100  
Radnor PA, 19087  
Spring EQ, LLC dba NLL (1464945)

Spring EQ, LLC  
100 W. Matsonford Road, Building 5, Suite 100  
Radnor PA, 19087  
W. Matsonford Road, Radnor, PA 19087 (1464945)  
All Brokers, selected, (N/A)  
100 W. Matsonford Road, Radnor, PA 19087 (1464945)  
29 pebble beach dr., Livingston, NJ 07039 (13579)  
123 Main street, Long Beach, CA 90801 (123445)

Pipeline

\* Loan Officer: All

STATUS	COUNT	TOTAL LOAN AMT
Wholesale PreApp - Registered	9	\$551,000
Working Contact	3	\$469,700
File Closed For Incompleteness	1	\$275,000
App Not Submitted	4	\$410,000
Wholesale App Registered	44	\$6,926,000
App Taken - Docs Needed	18	\$2,807,501
App Submitted	10	\$1,826,000
Initial Underwriting	21	\$2,438,000
Suspended	7	\$1,049,000
Conditional Approval	22	\$2,815,599
Conditional Approval - Ready For Investor Due Diligence	1	\$30,000
Resubmittal	30	\$5,351,500
Clear to Close	4	\$687,500

Change Pipeline View: Amounts Counts

Summary

ALERT TYPE COUNT

An error has occurred while generating fees. Some fees may be missing. 5

Total: 5

# Uploading URLA 3.4 (cont.)

1. Select Import Loan File
2. Check MISMO 3.4 Submission
3. Click “**Browse**”

Find the 3.4 file on your computer to attach and upload

Spring EQ

Spring EQ, LLC  
100 W. Matsonford Road  
Building 5, Suite 100

NMLS ID#: 1464945  
Broker ID#: 4000001  
Approved For: CONY

Home  
View Pipeline  
Loan Registration  
**Import Loan File**  
Manual Loan Entry

2 MISMO 3.4 Submission

\* File Location:  
  
**Browse**

Proceed Cancel

# Uploading URLA 3.4 (cont.)

- If exceptions appear, please just click the blue “**Proceed**” box.

(If there are too many exceptions, your 3.4 file may need to be completed and re-imported, but the system will usually let you proceed.)

The screenshot shows a web interface for 'MISMO 3.4 Submission'. At the top, there is a 'File Location' field with the text 'C:\fakepath\Better FNMA MISMO 3.4.xml' and a 'Browse' button. A large green arrow points down from this section to a 'Proceed' button, which is highlighted with a green box. To the right of the 'Proceed' button is a 'Cancel' button. Below this, there is an 'Exceptions' section with a table of error messages. The table has two columns: 'SEVERITY' and 'ERROR MESSAGE'. It contains three rows of warnings. At the bottom right of the exceptions section is a 'Save Exceptions to File' button.

MISMO 3.4 Submission

\* File Location:  
C:\fakepath\Better FNMA MISMO 3.4.xml Browse

Proceed Cancel

**Exceptions**

SEVERITY	ERROR MESSAGE
Warning	The monthly mortgage payment amount for a real estate asset must be greater than zero.
Warning	The property type for a real estate asset cannot be blank.
Warning	The taxes, insurance and maintenance amount for a real estate asset must be greater than zero.

Save Exceptions to File

# Complete Registration Fields

Transaction ID:

Your Loan Number:

\* MLO Name:

\* MLO NMLS ID:

\* MLO Email:

\* MLO Phone Number:

\* Loan Application Date:

\* Settlement Date (Est):

\* Credit Order Consent Date:

First Payment Due Date:

MLO State License:

Emerging Banker: ☐ Yes ☒ No

\* Type Of Loan:

Contingency Date:

Process Information

Must register and/or save before 3rd Party Processing Information or Concurrent Mortgage Details buttons are enabled.

Borrower Information

Number of Borrowers: ☐ One ☒ Two ☐ Three ☐ Four

**Andy America**

Primary Borrower

\* First, Middle, Last, Name Suffix, Marital:

Andy

Middle (optional)

America

Name Suffix (optional)

Married

First Time Home Buyer: ☐

**Amy America**

Co-Borrower

\* First, Middle, Last, Name Suffix, Marital:

Amy

Middle (optional)

America

Name Suffix (optional)

Married

First Time Home Buyer: ☐

Borrower Group: Must register and/or save any new borrower data prior to Borrower grouping button being enabled.

Property Information

\* Property Address:

Unit Type, Unit #:

\* Zip, City & State:

\* County:

Country:

\* Occupancy:

\* Property Type:

\* Project Type:

\* No. Units:

\* CEQA: ☐ Yes ☒ No Unpaid Balance Amount:

Credit Scores

Qualifying Credit Score:

Financing Terms

Purchase Price:

Cost of Renovation:

Appraised Value:

\* Base Loan Amount:

Mortgage Insurance Financed:

Total Loan Amount:   Ratio:

Mortgage Credit Certificate: ☐ Yes ☒ No

Other Financing

Concurrent Liens:  Max Credit:

Remaining Closed-End Liens:  Max Credit:

Remaining HELOC Balance:  Max Credit:

Combined LTV Ratio:

Mortgage Type

\* Lien Type:

\* Mortgage Type:

\* Amortization Type:

\* Product:

\* Loan Term Months:  IO Term:

\* Investor:

Loan Interest Rate

Complete all fields with **Red \***

1. MLO name – Start typing the first name and pick the name when it appears, as this will populate directly from the NMLS, and will pull in the MLO's NMLS number. To get NMLS#, you must type in the name, not type in the NMLS#.
2. Loan Application date = Today's Date
3. Settlement Date = At least 14 plus days, but not more than 30 days from App. Date
4. Credit Order Consent Date = Today's Date
5. Type of Loan: Stand-alone.
6. Contingency Date= Date final approval is needed
7. Amortization Type: Fixed or ARM (HELOC)
8. Product: For Fixed, select the term and HELOC or Standalone. For Adj HELOC, select 30 yr HELOC w 3 yr Draw, 10 YR IO (all else should auto fill)
9. Base Loan Amount= Loan amount for fixed or Initial draw amount for HELOC (min. \$25k or 75% of line amt.)
10. Total Loan Amount=High Credit Line Amount (Leave blank for fixed or total HELOC line requested on HELOC)

# Complete Registration Fields (cont.)

Complete all fields with **Red \***

1. Loan Interest Rate and qualifying rate (from rate sheets or Pricing Tool) =
  - Fixed (HELOAN) & Fixline (HELOC) is the actual rate
  - Adjustable (HELOC) is the Index + Margin

(FYI: for Debt Ratio purposes on an Adjustable HELOC, the qualifying rate is Index + Margin + 2%.

Just input the loan interest rate, and the qualifying rate will auto populate)

(This rate must match the locked rate later in registration or your DTI could be off, and pricing may select a buydown to match this lower rate. Can come back after pricing to update this screen)

2.

The screenshot displays a registration form with two main sections. The left section contains various dropdown menus for loan details, and the right section contains input fields for interest rates and escrow options. A green box highlights the 'Interest Rate' field in the right section, and a green circle with the number '1' is next to it. Another green box highlights the 'Register' button at the bottom, and a green circle with the number '2' is next to it.

**Loan Details (Left Section):**

- \* Loan Term Months: 360
- IO Term:
- \* Investor: SpringEQ
- Program Type:
- ARM Plan:
- \* Purpose of Loan: Other
- \* Refinance Purpose:
- Refinance Type:
- \* Documentation Type: Full Doc
- Prepayment: No Prepayment
- Subsidy Plan:

**Loan Interest Rate (Right Section):**

- \* Interest Rate: 10.775%
- Qualifying Rate: 10.775%
- ARM Margin: 0.000%
- ARM Index: 0.000%

**Escrows:**

- Escrow Waivers: ☒ Taxes ☒ Insurance

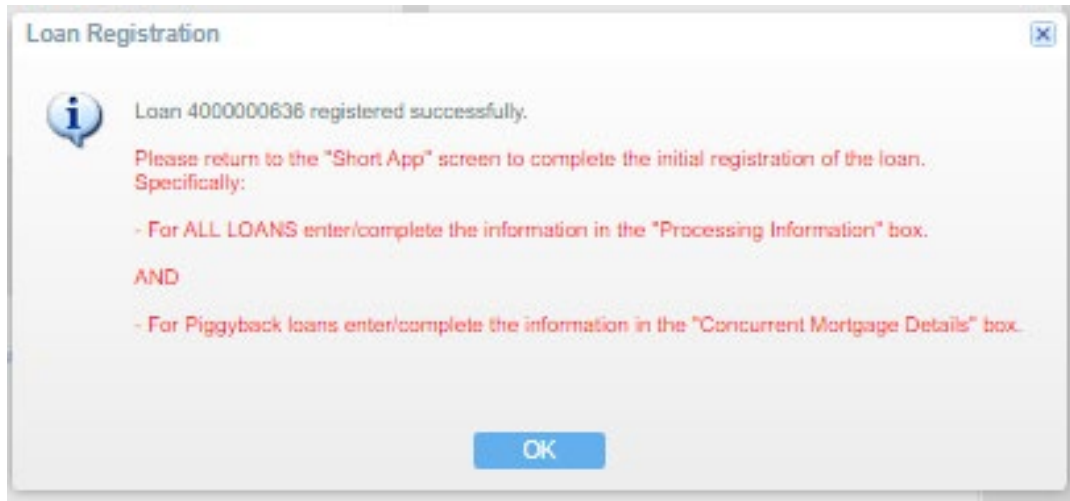
**Buttons:**

- Register
- Cancel & Close

# “Short Application” Fields

## Per the Pop Up:

- Next you must return to the “Short Application” to complete required information
- Click “OK” to proceed (**You’re not finished even after you click OK. See the note below in Green**)



- **\*\*\*MUST READ\*\*\*** At this point the TRID clock has started, but Registration is Not Complete. Follow this guide to complete registration. When registration is complete, the loan status will read: **Wholesale App – Registered**

# Complete “Process Information” Fields

*\*The remaining steps of the registration process will now flow from top to bottom, on the left\**

1. Enter “Short Application” on left
2. Enter Blue “**Process Information**” box on the right
3. Complete all required information: (**3<sup>rd</sup> Party Processing is not allowed at this time**),
4. Other contacts in your office, prior appraisal use, property free & clear. Say NO to using “borrower chosen title company” (we recommend using our title company for speed, tech integration, and typically lower costs)  
Answer “Yes” on using prior appraisal if providing appraisal (acceptable if completed within 12 months of our loans funding date on piggyback & HELOC loans and was done for a prior mortgage loan – not a personal use appraisal)
5. Click “Save”

The screenshot displays the Spring EQ loan processing interface. On the left, a sidebar menu shows 'Short Application' highlighted with a green box and a red circle labeled '1'. The main area shows loan details for a 'Wholesale PreApp - Registered' loan. A modal form titled '3rd Party Processing Firm' is open, containing two sections: 'Processing Firm Details' and 'Other Details'. In the 'Processing Firm Details' section, the 'Using third-party processing firm?' radio button is set to 'No', highlighted with a green box and a red circle labeled '3'. The 'Other Details' section includes fields for company name, email, and phone, as well as three yes/no questions. The 'Using prior appraisal?' question is set to 'No'. The 'Property owned free and clear?' question is set to 'No'. The 'Using borrower chosen title company?' question is set to 'No'. A green arrow labeled '2' points to a blue 'Process Information' button on the right. At the bottom of the modal, a green box labeled '5' highlights the 'Save' button.

View Pipeline

Loan Details

Short Application

New Credit Reports

Product & Pricing Checklist

Full Application

Lock Management

Loan Submission

Loan Processing

Contacts

Import History

Status History

Lender Loan Number: 4000002305

Lock Expiration:

Loan Status: Wholesale PreApp - Registered

Borrower Name: America, Andy

Subject Property: 1315 Main Street, Beverly

Loan Purpose: Other

Product: 30 Year Standalone Fixed 2nd

Program:

Loan Amount: \$275,000.00

Interest Rate: 8.649%

LTV/CLTV: 36.67% / 64.71%

Transaction ID:

Your Loan Number:

\* MLO Name:

\* MLO NMLS ID:

\* MLO Email:

\* MLO Phone Number:

Borrower Information

Number of Borrowers:

Andy America

Primary Borrower:

\* First, Middle, Last, Initial:

Andy

Middle (optional):

America

Name Suffix (optional):

Married

First Time Home Buyer:

Borrower Group

Processing Firm Details

Using third-party processing firm?: ☐ Yes ☒ No

\* Company Name:

\* Company NMLS:

Address Line 1:

Address Line 2:

Zip, City & State:

\* First Name:

Middle Name:

\* Last Name:

\* Email Address:

\* Telephone Number:

\* Processing Fee:

Other Details

Your Company's Preferred Contact Name:

Preferred Contact E-Mail:

Preferred Contact Phone:

Using prior appraisal?: ☐ Yes ☒ No

Property owned free and clear?: ☐ Yes ☒ No

Using borrower chosen title company?: ☐ Yes ☒ No

Save Cancel



# Ordering Spring EQ Credit

We only use a single Bureau (Experian 2)

1. Enter “New Credit Report” on left
2. Click Blue “Order Credit Report” Box

Spring EQ

Spring EQ, LLC  
100 W. Matsonford Road  
Building 5, Suite 100

NMLS ID#: 1464845  
Broker ID#: 4000001  
Approved For: CONV

Loan Status: Wholesale PreApp - Registered  
Borrower Name: America, Andy  
Subject Property: 1315 Main Street  
Beverly Hills, CA 9021...

Loan Purpose: Other  
Product: 30 Year Standalone Fixed 2nd  
Program:

Loan Amount: \$275,000.00  
Interest Rate: 8.649%  
LTV/CLTV: 36.67% / 64.71%

View Pipeline

Loan Details  
Short Application  
**New Credit Reports**  
Product & Pricing Checklist  
Full Application  
Lock Management  
Loan Submission  
Loan Processing  
Contacts  
Import History  
Status History

Credit Reports

Credit Applicant Links

Remove	Name	Relationship	Applicant	Co-Applicant
	Andy America	(Married)	<input checked="" type="radio"/>	<input type="radio"/>
	Amy America	(Married)	<input type="radio"/>	<input checked="" type="radio"/>

Select Applicants to Link (max of 2 per link)

Create Link Save Cancel

Order Credit Reports

Credit Results

ORDER STAT...	CREDIT AGENCY	ORDER/CREATE DATE	REPORT DATE	REFERENCE NUMBER	APPLICANT	CO-APPLICANT	REPORT SCORE	APP SCORE USED FOR DECISION	CO-APP SCO... USED FOR DECISION	REPORT TYPE	DOCUMENT
---------------	---------------	-------------------	-------------	------------------	-----------	--------------	--------------	-----------------------------	---------------------------------	-------------	----------

Sometimes married couples will not auto populate, so you must link them before pulling credit:

1. Click the box before each name
2. Select “Create Link”

View Pipeline

Loan Details  
Short Application  
**New Credit Reports**  
Product & Pricing Checklist  
Full Application  
Lock Management  
Loan Submission  
Loan Processing  
Upload / View Conditions  
View All Documents  
Automated Underwriting  
Contacts  
Import History  
Status History

Credit Reports

Credit Applicant Links

Remove	Name	Relationship	Applicant	Co-Applicant
	Joe America	(Married)	<input checked="" type="radio"/>	<input type="radio"/>
	Billie America	(Married)	<input checked="" type="radio"/>	<input type="radio"/>

Select Applicants to Link (max of 2 per link)

Create Link Save Cancel

Order Credit Reports

Credit Results

ORDER STAT...	CREDIT AGENCY	ORDER/CREATE DATE	REPORT DATE	REFERENCE NUMBER	APPLICANT	CO-APPLICANT	REPORT SCORE	APP SCORE USED FOR DECISION	CO-APP SCO... USED FOR DECISION	REPORT TYPE	DOCUMENT
---------------	---------------	-------------------	-------------	------------------	-----------	--------------	--------------	-----------------------------	---------------------------------	-------------	----------

# Ordering Spring EQ Credit (cont.)

We only use a single bureau (Experian 2)

1. Check Box Next to Client(s) Name
2. Click “Add to Order” Box
3. Click “Submit Order” Box

Order Credit Reports

Credit Report Order Applicants

Add Applicants to Order

<input checked="" type="checkbox"/>	Andy America	(No Authorization Received)
<input type="checkbox"/>	Amy America	(No Authorization Received)

Add to Order

\* EDI Provider: New orders/repull of credit issued after 3/1/23

\* Request Type:

\* Credit Agency: Credit Plus by Xactus - MCL MeridianLink, Inc.

Credit Report Type: 1 File Report Experian

Date Ordered: 3/02/2023

Ordered By: Shawn O'Brien

Special Instructions:

\* Broker certifies that consent was obtained from the applicant to order a credit report on the following date: 3/02/2023

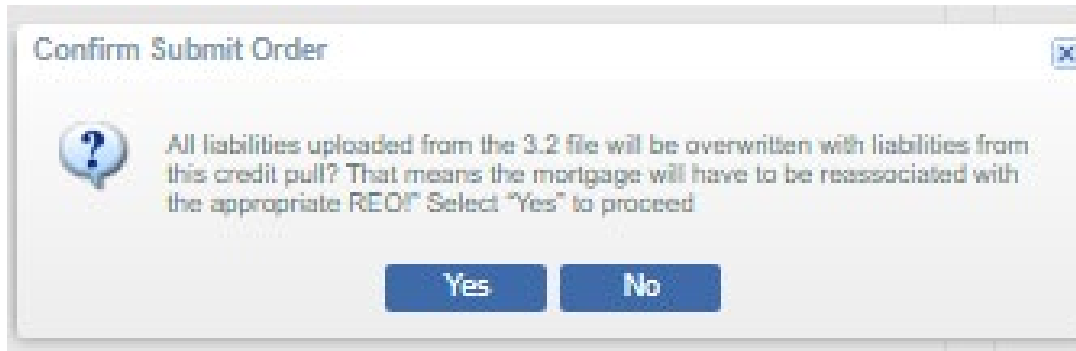
Submit Order Cancel

**\*SEQ can not accommodate credit reissues, so please do not enter your credit reference number**

# Ordering Spring EQ Credit (cont.)

We only use a single bureau (Experian 2)

- Click “Yes” and the order will be complete. All tradelines from our Experian pull will then populate in the liabilities section



- It will take 15-30 seconds to pull in the credit and the screen will look as follows:

Credit Results

ORDER STAT...	CREDIT AGENCY	ORDER/CREATE DATE	REPORT DATE	REFERENCE NUMBER	APPLICANT	CO-APPLICANT	REPORT SCORE	APP SCORE USED FOR DECISION	CO-APP SCO... USED FOR DECISION	REPORT TYPE	DOCUMENT
	Credit Plus by Xactus - MCL Mer...	3/02/2023 1:10 PM	2/10/2023 12:00 AM	72719841	Andy America	Amy America				<a href="#">Order</a>	

**\* In order to have credit populate, you must refresh/reload the page (right click and hit reload)**

# Refresh/Reload page to pull in the Credit

\* In order to have credit populate, you may need to refresh/reload the page (right click and hit reload)

- You will see the “Completed” status and the credit score once credit pulls in.

## Credit Results

ORDER STAT...	CREDIT AGENCY	ORDER/CREATE DATE ▼	REPORT DATE	REFERENCE NUMBER	APPLICANT	CO-APPLICANT	REPORT SCORE	APP SCORE USED FOR DECISION	CO-APP SCO... USED FOR DECISION	REPORT TYPE	DOCUMENT
COMPLETE	Universal Credit Services, LLC.	11/21/2022 5:09 PM	11/21/2022 12:00 AM	2194324	Andy America	Amy America	728			<a href="#">Order</a>	

# Viewing Our Credit Report

- To view the full credit report, click on “**Order**” and it will download as a PDF at the bottom of your browser

REPORT SCORE	APP SCORE USED FOR DECISION	CO-APP SCO... USED FOR DECISION	REPORT TYPE	DOCUMENT
728	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Order</a>	

# Associate 1<sup>st</sup> Mortgage w/Spring EQ Credit

1. Enter "Full Application" and "Liabilities" on the left
2. Click on name of the existing first mortgage to start associating to property

**\*This must be done for all mortgages on credit, even if already paid off\***

View Pipeline

Loan Details

Short Application

New Credit Reports

Product & Pricing Checklist

**Full Application**

Borrowers

1  
Earnings/Income

Assets

**Liabilities**

REO Information

Purpose & Property

Housing Expenses

Qualifying the Borrower

Declarations

Demographic Info

Ratios

Lock Management

Loan Submission

Loan Processing

Contacts

Import History

Status History

Lender Loan Number: 4000002305

Lock Expiration:

Loan Status: Wholesale PreApp - Registered

Borrower Name: America, Andy

Subject Property: 1315 Main Street  
Beverly Hills, CA 9021...

Loan Purpose: Other

Product: 30 Year Standalone Fixed 2nd

Program:

Total Payments

Total Balance

Mortgages:

\$3,362.00

\$420,306.00

Installment Loans:

\$46.00

\$1,554.00

Revolving Debt:

\$210.00

\$6,501.00

Child Support:

\$0.00

\$0.00

Alimony:

\$0.00

\$0.00

Job Related Expenses:

\$0.00

\$0.00

Other:

\$0.00

\$0.00

Total Stated:

\$3,618.00

\$428,361.00

Add Liability

Total Payments

Total Balance

Mortgages:

\$3,362.00

\$420,306.00

Installment Loans:

\$46.00

\$1,554.00

Revolving Debt:

\$210.00

\$6,501.00

Child Support:

\$0.00

\$0.00

Alimony:

\$0.00

\$0.00

Job Related Expenses:

\$0.00

\$0.00

Other:

\$0.00

\$0.00

Total Stated:

\$3,618.00

\$428,361.00

Add Liability

List of Liabilities

CREDITOR ^	TYPE	PAYMENT AMOUNT	OUTSTANDING BALAN...	ACCT NUMBER	HANDLING	CRE
Andy America / Amy						
ALLEN BANK CARD	Credit Card	\$133.00	\$4,665.00	435617	Include In Debt Calc...	
<b>BEST EVER MORTG...</b>	Real Estate Mortgage	\$1,691.00	\$210,279.00	502088	Include In Debt Calc...	
BURSTING CREDIT	Credit Card	\$27.00	\$1,357.00	171442	Include In Debt Calc...	
CALLABLE MORTG...	Real Estate Mortgage	\$1,671.00	\$210,027.00	757570	Include In Debt Calc...	

SAVE

CANCEL

# Associate 1<sup>st</sup> Mortgage w/Spring EQ Credit (cont.)

1. Complete "Principle & Interest" payment
2. Select the appropriate "Handling" definition
3. Select "Lien Type"
4. Click "**Choose**"

Edit Liability

Liability Details   Additional Information   Account History

Liability Type: ☒ Revolving Debt/Installment Loans/Mortgages ☐ Other Monthly Debts

\* Debt Type: Real Estate Mortgage

\* Name of Creditor: BEST EVER MORTGAGE

Address:

Zip, City & State:

Account Number: 502088

Phone Number: Fax Number:

Credit Report Balance: \$0.00

\* Payment: \$1,691.00 Monthly Payment Remaining: 124

Outstanding Balance: \$210,279.00

\* Handling: Include In Debt Calculations

Principal & Interest: Lien Type: Lien Position: Concurrent: ☐

Source/EIN: Expiration Date:

Source of Financing:

In House Loan: ☐

☐ Associated Property

**Choose...** New

PROPERTY CURRENT VALUE

☐ Closed Date Closed:

# Associate 1<sup>st</sup> Mortgage w/Spring EQ Credit (cont.)

1. Click on the property address you want to associate the mortgage with
2. Then, **"Save"**

Liability Details | Additional Information | Account History

Liability Type: ☒ Revolving Debt/Installment Loans/Mortgages ☐ Other Monthly Debts

\* Debt Type: Real Estate Mortgage

\* Name of Creditor: BEST EVER MORTGAGE

Address:

Applies To: ☒ Andy America ☒ Amy America

Zip, City & State:

Account Number: 502

Phone Number:

Credit Report Balance:

\* Payment:

Outstanding Balance:

Principal & Interest:

Source/EIN:

Source of Financing:

In House Loan: ☐

Associated Property

**Select an Asset**

PROPERTY	CURRENT VALUE
1315 Main Street Beverly Hills, CA 90210	\$750,000.00

Liability Details | Additional Information | Account History

Liability Type: ☒ Revolving Debt/Installment Loans/Mortgages ☐ Other Monthly Debts

\* Debt Type: Real Estate Mortgage

\* Name of Creditor: BEST EVER MORTGAGE

Address:

Applies To: ☒ Andy America ☒ Amy America

Zip, City & State:

Account Number: 502088

Phone Number: Fax Number:

Credit Report Balance: \$0.00

\* Payment: \$1,691.00 Months Remaining: 124

Outstanding Balance: \$210,279.00 \* Handling: Include In Debt Calculations

Principal & Interest: \$1,200.00 Lien Type: First Mortgage Lien Position: 1 Concurrent: ☐

Source/EIN:

Source of Financing:

In House Loan: ☐

Associated Property

PROPERTY	CURRENT VALUE
1315 Main Street Beverly Hills, CA 90210	\$750,000.00

Date Closed:



# Adding a New Liability

## (Only if Mortgage Not Showing on Credit)

1. Enter "Full Application" on the left
2. Select "Liabilities"
3. Select "Add Liability"

View Pipeline

Loan Details  
 Short Application  
 New Credit Reports  
 Product & Pricing Checklist  
**Full Application** 1  
 Borrowers  
 Employment/Income  
 Income  
 Assets 2  
**Liabilities**  
 REO Information  
 Purpose & Property  
 Housing Expenses  
 Qualifying the Borrower  
 Declarations  
 Demographic Info  
 Ratios  
 Lock Management  
 Loan Submission  
 Loan Processing  
 Contacts  
 Import History  
 Status History

Lender Loan Number: 4000002305  
 Lock Expiration:  
 Loan Status: Wholesale PreApp - Registered  
 Borrower Name: America, Andy  
 Subject Property: 1315 Main Street  
 Beverly Hills, CA 9021...  
 Loan Purpose: Other  
 Product: 30 Year Standalone Fixed 2nd  
 Program:

	Total Payments	Total Balance
Mortgages:	\$3,362.00	\$420,306.00
Installment Loans:	\$46.00	\$1,554.00
Revolving Debt:	\$210.00	\$6,501.00
Child Support:	\$0.00	\$0.00
Alimony:	\$0.00	\$0.00
Job Related Expenses:	\$0.00	\$0.00
Other:	\$0.00	\$0.00
Total Stated:	\$3,618.00	\$428,361.00

3 Add Liability

	Total Payments	Total Balance
Mortgages:	\$3,362.00	\$420,306.00
Installment Loans:	\$46.00	\$1,554.00
Revolving Debt:	\$210.00	\$6,501.00
Child Support:	\$0.00	\$0.00
Alimony:	\$0.00	\$0.00
Job Related Expenses:	\$0.00	\$0.00
Other:	\$0.00	\$0.00
Total Stated:	\$3,618.00	\$428,361.00

Add Liability

List of Liabilities

CREDITOR ^	DEBT TYPE	PAYMENT AMOUNT	OUTSTANDING BALAN...	ACCT NUMBER	HANDLING	CRE
Andy America / Amy America						
ALLEN BANK CARD	Credit Card	\$133.00	\$4,665.00	435617	Include In Debt Calc...	
BEST EVER MORTG...	Real Estate Mortgage	\$1,691.00	\$210,279.00	502088	Include In Debt Calc...	
BURSTING CREDIT	Credit Card	\$27.00	\$1,357.00	171442	Include In Debt Calc...	
CALLABLE MORTG...	Real Estate Mortgage	\$1,671.00	\$210,027.00	757570	Include In Debt Calc...	

SAVE CANCEL

# Adding a New Liability (cont.)

## (Only if Mortgage Not Showing on Credit)

1. Debt Type – From pulldown, Select “Real Estate Mortgage”
2. Complete all the information on the mortgage,
3. Including “handling”
4. Associate property to address, by clicking on “**Choose**” – click on address, then “**save**”

\*\*\*If property is not showing, proceed to REO section, page 22, and add property

**Add Liability**

Liability Details    Additional Information    Account History

Liability Type: ☒ Revolving Debt/Installment Loans/Mortgages    ☐ Other Monthly Debt

1

\* Debt Type: Real Estate Mortgage

\* Name of Creditor: 123 Lending

Address: 5656 Jones Road

2

Zip, City & State: 60126    Elmhurst    IL

Account Number: 123456

Phone Number:    Fax Number:   

Credit Report Balance:   

\* Payment: \$2,400.00    Months Remaining: 360

Outstanding Balance: \$56,000.00

2

\* Handling: Include In Debt Calculations

3

Principal & Interest: \$1,800.00    Lien Type: First Mortgage    Lien Position: 1    Concurrent: ☐

Source/EIN:    Payoff Expiration Date:   

Source of Financing:   

In House: ☐

4

Associated Property

Choose...    New

PROPERTY

Closed    Date Closed:

# Marking Liabilities to be Paid Off or Excluded

1. Enter the "Liabilities" section on left
2. Click on each Creditor name

View Pipeline

Loan Details

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Full Application

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Income

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Import History

Status History

Lender Loan Number: 4000002305

Lock Expiration:

Loan Status: Wholesale PreApp - Registered

Borrower Name: America, Andy

Subject Property: 1315 Main Street  
Beverly Hills, CA 9021...

Loan Purpose: Other

Product: 30 Year Standalone Fixed 2nd

Program:

Total Payments

Total Balance

Mortgages:

Installment Loans:

Revolving Debt:

Child Support:

Alimony:

Job Related Expenses:

Other:

Total Stated:

\$3,362.00

\$420,306.00

\$46.00

\$1,554.00

\$210.00

\$6,501.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$3,618.00

\$428,361.00

Add Liability

Total Payments

Total Balance

Mortgages:

Installment Loans:

Revolving Debt:

Child Support:

Alimony:

Job Related Expenses:

Other:

Total Stated:

\$3,362.00

\$420,306.00

\$46.00

\$1,554.00

\$210.00

\$6,501.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$3,618.00

\$428,361.00

Add Liability

List of Liabilities

CREDITOR ▲	DEBT TYPE	PAYMENT AMOUNT	OUTSTANDING BALAN...	ACCT NUMBER	HANDLING	CRE
Andy America / Amy						
ALLEN BANK CARD	Credit Card	\$133.00	\$4,665.00	435617	Include In Debt Calc...	
BEST EVER MORTG	Real Estate Mortgage	\$1,691.00	\$210,279.00	502088	Include In Debt Calc...	
BURSTING CREDIT	Credit Card	\$27.00	\$1,357.00	171442	Include In Debt Calc...	
CALLABLE MORTG...	Real Estate Mortgage	\$1,671.00	\$210,027.00	757570	Include In Debt Calc...	

SAVE CANCEL

# Marking Liabilities to be Paid Off or Excluded (cont.)

1. Change "Handling" to detail (satisfy with proceeds, include in DTI, etc.)
2. Then, **"Save"**

**IMPORTANT: Do this for every liability being paid off or excluded**

Edit Liability

**Liability Details** | Additional Information | Account History

Liability Type: ☒ Revolving Debt/Installment Loans/Mortgages ☐ Other Monthly Debts

\* Debt Type: Credit Card

\* Name of Creditor: BURSTING CREDIT

Address:

Zip, City & State:

Account Number: 171442

Phone Number: Fax Number:

Credit Report Balance: \$0.00

\* Payment: \$27.00 Months Remaining: 50

Outstanding Balance: \$1,357.00

☐ Closed Date Closed: Payoff Expires:

\* Handling:

- Include In Debt Calculations
- Omitted From Debt Calculations
- Include In Debt Calculations
- Resubordinated
- Ignore
- To Be Satisfied With Loan Proceeds
- Paid By Another Party
- Exclude based on # of months

Applies To

☒ Andy America

☒ Amy America

CANCEL SAVE & ADD **SAVE**

# REO Information

1. Select REO Information on the left
2. If adding a property, click "Add Property"
3. Fill out the property detail, select borrower it applies to and
4. Select Choose
5. For subject properties, click on the property and
6. Ensure it is marked as "subject" and "same as present address" if applicable.

The screenshot displays the Spring EQ REO Information interface. On the left, a sidebar menu contains various options, with 'REO Information' highlighted and circled with a green '1'. A dashed green arrow points from the 'Add Property' button (circled with a green '2') to the 'Property Info' form (circled with a green '3'). Below the 'Property Info' form, a 'List of Properties' table is shown. The first row is highlighted with a green '5' and a dashed green arrow pointing to the 'Property Info' form (circled with a green '6'). The 'Property Info' form contains fields for 'Subject Property' and 'Same as Present Address' (both checked), 'Address Line One', 'Unit Type, Unit #', 'Address Line Two', 'Zip, City & State', 'Country', 'Property Type', 'Property Status', 'Present Market Value', 'Occupancy Type', and 'Number of Units'. The 'Associated Liabilities' section includes a 'Choose...' button (circled with a green '4') and a 'New' button. The 'List of Properties' table has columns for 'PROPERTY ADDRESS', 'PROPERTY STATUS', 'PROPERTY TYPE', 'PRESENT MARKET VALUE', 'TOTAL MORTGAGE & LIE...', 'GROSS RENTAL INCOME', and 'MORTGAGE PAYMENTS'. The first row shows '1315 Main Street, Beverly Hills, CA 90210' with a status of 'Retained' and a type of 'SINGLE'.

Property Info

☒ Subject Property ☒ Same as Present Address

Address Line One:

Unit Type, Unit #:

Address Line Two:

\* Zip, City & State:

Country:

Property Type:

\* Property Status:

\* Present Market Value:

\* Occupancy Type: ☐ Primary Residence ☐ Former / Future Primary ☐ Second Home ☐ Investment

Number of Units:

Associated Liabilities

DEBT TYPE CREDITOR PAYMENT (INC. ESCROWS) VERIFICATION

Applies To

☒ Andy America

☒ Amy America

Current Monthly Ex

Mortgage Insuran

Hazard Insuran

Real Estate Taxes

Homeowner Assn

Flood Insurance:

Other Expenses:

Total Monthly Exp

List of Properties

PROPERTY ADDRESS	PROPERTY STATUS	PROPERTY TYPE	PRESENT MARKET VALUE	TOTAL MORTGAGE & LIE...	GROSS RENTAL INCOME	MORTGAGE PAYMENTS
1315 Main Street Beverly Hills, CA 90210	Retained	SINGLE				

Property Info

☒ Subject Property ☒ Same as Present Address

Address Line One: 1315 Main Street

Unit Type, Unit #:

Address Line Two:

\* Zip, City & State: 90210 Beverly Hills CA

Country: United States

Property Type: Single Family

\* Property Status: Retained

\* Present Market Value: \$750,000.00

\* Occupancy Type: ☒ Primary Residence ☐ Former / Future Primary ☐ Second Home ☐ Investment

Number of Units: 1

Associated Liabilities

Applies To

☒ Andy America

☐ Amy America

Current Monthly

Mortgage Insur

Hazard Insuran

Real Estate Tax

Homeowner As

Flood Insuran

Other Expense

Total Monthly E

# Confirm Purpose & Property

1. Go into "Full Application", "Purpose & Property"
2. Double check that the highlighted "Property Status" & "Building Status" fields are filled in
3. If not, pick the status and then **"Save"**
4. Need to add the amount of taxes and insurance in this section or DTI will be wrong.

**View Pipeline**

Loan Details  
Short Application  
New Credit Reports  
Product & Pricing Checklist  
**Full Application**  
Borrowers  
Employment/Income  
Assets  
Liabilities  
REO Information  
**Purpose & Property**  
Housing Expenses  
Qualifying the Borrower  
Declarations  
Demographic Info  
Ratios  
Lock Management  
Loan Submission  
Loan Processing  
Contacts  
Import History  
Status History

Lender Loan Number: 4000002305  
Lock Expiration:  
Loan Status: Wholesale PreApp - Registered  
Borrower Name: America, Andy  
Subject Property: 1315 Main Street, Beverly Hills, CA 9021...

Loan Purpose: Other  
Loan Amount: \$275,000.00

Semi-Detached: ☐ Yes ☒ No

\* Property Status: Retained

Mixed Use: ☐  
FHA Secondary Residence: ☐  
Property is currently subject to a Clean Energy Lien: ☐  
Conversion of Contract for Deed: ☐

**Property Information** **Property Hazard Insurance**

Homestead Property: ☐ Yes ☒ No  
CEMA Requested: ☐ Yes ☒ No  
Number of Units: 1  
Market Value: \$750,000.00  
Month/Year Built: /  
Lot Size (Acres): 0  
Square Feet: 0  
Maintenance and Utilities: (null per Sq. Ft.) 0 **Calc**  
New Construction: ☒ No ☐ Yes **New Construction**

\* Building Status: Existing

Estate Held In: ☐ Fee Simple ☐ Leasehold **Leasehold Info**

**Proposed Monthly Expenses** **Copy Present Expenses**

* Hazard Insurance:	\$100.00
* Property Taxes:	\$391.00
Flood Insurance:	
Homeowner Assn Dues:	\$0.00
Other Expenses:	\$0.00

**Add Other Expenses**

Vesting Sample  
Title Vesting  
Refinance  
Title Currently Held in What Name(s):  
Year Acquired:  
Original Cost: \$0.00  
Improvements Made: ☐ Made ☒ To Be Made  
Description of Improvements:  
Cost of Improvements: \$0.00

**Property Units Information**

	Number of Rooms:	Number of Bedrooms:	Number of Baths:	Gross Monthly Rent:	Estimated Rent:
Unit 1:	0	0	0	\$0.00	\$0.00
Unit 2:	0	0	0	\$0.00	\$0.00
Unit 3:	0	0	0	\$0.00	\$0.00
Unit 4:	0	0	0	\$0.00	\$0.00

**SAVE** **CANCEL**

# Confirm Declarations

1. Enter "Declarations" on left
2. Make sure all questions are answered
3. Then, **"Save"** (you must save even if already completed)

[View Pipeline](#)

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**Declarations**

Demographic Info

Ratios

Lock Management

Loan Submission

Loan Processing

Contacts

Import History

Status History

Lender Loan Number: 4000002305

Lock Expiration:

Loan Status: Wholesale PreApp - Registered

Borrower Name: America, Andy

Subject Property: 1315 Main Street  
Beverly Hills, CA 9021...

Loan Purpose: Other

Product: 30 Year Standalone Fixed 2nd

Program:

Loan Amount: \$275.00

Interest Rate: 8.649%

LTV/CLTV: 36.67%

About this property and your money for this loan

A. Will you occupy the property as your primary residence?

If YES, have you had an ownership interest in another property in the last three (3) years?

(1) What type of property did you own?

(2) How did you hold title to the home?

B. If this is a Purchase Transaction: Do you have a family relationship or business affiliation with the seller of the property?

C. Are you borrowing any money for this real estate transaction (e.g., money for your closing costs or down payment) or obtaining any money from another party, such as the seller or realtor, that you have not disclosed on this loan application?

If YES, what is the amount of this money?

D. 1. Have you or will you be applying for a mortgage loan on another property (not the property securing this loan) on or before closing this transaction that is not disclosed on this loan application?

2. Have you or will you be applying for any new credit (e.g., installment loan, credit card, etc.) on or before closing this loan that is not disclosed on the application?

E. Will this property be subject to a lien that could take priority over the first mortgage lien, such as a clean energy lien paid through your property taxes (e.g., the Property Assessed Clean Energy Program)?

Andy America

☐ No

☒ Yes

☒ No

☐ Yes

Select Property Type

Select Title Manner

☒ No

☐ Yes

☒ No

☐ Yes

\$0.00

☒ No

☐ Yes

☒ No

☐ Yes

☒ No

☐ Yes

Amy America

☐ No

☒ Yes

☒ No

☐ Yes

Select Property Type

Select Title Manner

☒ No

☐ Yes

☒ No

☐ Yes

\$0.00

☒ No

☐ Yes

☒ No

☐ Yes

☒ No

☐ Yes

2

SAVE

CANCEL

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# Home Equity Specific Demographic Questions

1. Enter "Demographic Info" on left
2. Answer these 4-home equity related questions not included in your 3.4 (at least 1 of these questions needs to be answered "YES")
3. Then, "Save"

[View Pipeline](#)

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Employment/Income

Income

Assets

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Qualifying the Borrower

Declarations

**Demographic Info**

Ratios

Lock Management

Loan Submission

Loan Processing

Contacts

Import History

Status History

Loan Status:

Wholesale PreApp - Registered

Loan Purpose:

Other

Loan Amount:

\$275,000.00

Lender Loan Number:

4000002305

Lock Expiration:

Borrower Name:

America, Andy

Subject Property:

1315 Main Street  
Beverly Hills, CA 9021...

Product:

30 Year Standalone Fixed 2nd

Interest Rate:

8.649%

Program:

LTV/CLTV:

36.67% / 64.71%

Demographic Info for Borrower: ☒ Andy America ☐ Amy America

Application Taken: ☐ Face-to-Face Interview ☒ Telephone Interview ☐ Fax or Mail ☐ Email or Internet

Ethnicity:

☒ Hispanic or Latino

☐ Mexican ☐ Puerto Rican ☐ Cuban

☐ Other Hispanic or Latino

☐ Not Hispanic or Latino

☐ I do not wish to provide this Information

Sex: ☒ Female ☐ Male ☐ I do not wish to provide this information

Complete this section for all Face-to-Face Applications:

Was the ethnicity of the borrower collected on the basis of visual observation or surname?: ☐ Yes ☐ No

Was the sex of the borrower collected on the basis of visual observation or surname?: ☐ Yes ☐ No

Was the race of the borrower collected on the basis of visual observation or surname?: ☐ Yes ☐ No

Race:

☒ American Indian or Alaska Native - enter name of enrolled principal tribe:

☐ Asian

☐ Asian Indian ☐ Chinese ☐ Filipino

☐ Japanese ☐ Korean ☐ Vietnamese

☐ Other Asian - enter race:

☐ Black or African American

☒ Native Hawaiian or Other Pacific Islander

☐ Native Hawaiian ☒ Guamanian or Chamorro ☐ Samoan

☐ Other Pacific Islander - enter race:

☐ White

☐ I do not wish to provide this Information

2

\* Is any portion of this loan being used to purchase another property?: ☐ Yes ☒ No

\* Will any of the proceeds from this loan be used for home improvement purposes?: ☐ Yes ☒ No

Is any portion of this loan being used to pay off an existing mortgage?: ☐ Yes ☒ No

Will you be using proceeds for something other than any of the 3 purposes listed above (purchase, refi, home improvement)?: ☒ Yes ☐ No

3

SAVE

CANCEL



# Ratios Screen and Important Data Fields

1. Enter "Ratios" on left
2. This section shows you the current CLTV based on loan entry details
3. This section shows you the current DTI based on loan entry details
4. This section shows you the Loan Summary based on loan entry details

By clicking on the blue 3 dots, you can expand the detail in each section

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**Ratios**

Lock Management

Loan Submission

Loan Processing

Contacts

Import History

Status History

Loan Status: Wholesale PreApp - Registered

Loan Purpose: Other

Loan Amount: \$275,000.00

Lender Loan Number: 4000002305

Lock Expiration:

Borrower Name: America, Andy

Subject Property: 1315 Main Street  
Beverly Hills, CA 9021...

Product: 30 Year Standalone Fixed 2nd

Interest Rate: 8.649%

Program: LTV/CLTV: 36.67% / 64.71%

Loan Terms

Lien Type/Position: Second Mortgage 2

Note Rate: 8.649%

Qualifying Rate: 8.649%

Loan Term: 360 I/O Term: 0

Base Loan Amount: \$275,000.00

Financed MI: \$0.00

Total Loan Amount: \$275,000.00

Purchase Price/Mkt. Value: \$750,000.00

Improvements: \$0.00

Appraised Value Used: \$0.00

Equity Ratios

LTV: 36.67%

CLTV: 64.70%

HCLTV: 64.70%

AUS LTV

37.00%

65.00%

65.00%

Other Financing

Concurrent Liens: \$0.00 Max Credit: \$

Remaining Closed-End Liens: \$210,279.00

Remaining HELOC Balance: \$0.00 Max Credit: \$

Loan Summary

Total Income: \$90,000.00

Present Housing Expense: \$1,200.00

Proposed Housing Expense: \$3,343.62

Other Obligations: \$1,927.00

Total Obligations: \$5,270.62

Qualifying Ratios

Housing Expense (FE): 3.72%

Debt Ratio (BE): 5.86%

Financed Properties

Number Of Financed Properties: 1

Borrower Funds to Close

Required Funds: \$0.00

Required Reserves: \$0.00

Total Funds Required: \$0.00

Verified Assets: \$0.00

Total Available Reserves after Closing: \$0.00

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# Pricing and Locking Loans

1. Enter "Lock Management" on the left
2. Click "Lock"

**NOTE:** All Loans are **required to be locked** at registration. There is no float option.

**View Pipeline**

- Loan Details
- Short Application
- New Credit Reports
- Product & Pricing Checklist
- Full Application
- Borrowers
- Employment/Income
- Income
- Assets
- Liabilities
- REO Information
- Purpose & Property
- Housing Expenses
- Qualifying the Borrower
- Declarations
- Demographic Info
- Ratios
- Lock Management**
- Loan Submission
- Loan Processing
- Contacts
- Import History
- Status History

**Loan Details:**

<b>Lender Loan Number:</b>	4000002305	<b>Lock Expiration:</b>		<b>Loan Status:</b>	Wholesale PreApp - Registered	<b>Loan Purpose:</b>	Other	<b>Loan Amount:</b>	\$275,000.00
		<b>Borrower Name:</b>	America, Andy			<b>Product:</b>	30 Year Standalone Fixed 2nd	<b>Interest Rate:</b>	8.649%
		<b>Subject Property:</b>	1315 Main Street Beverly Hills, CA 9021...			<b>Program:</b>		<b>LTV/CLTV:</b>	36.67% / 64.71%

**Loan Lock History**

**Lock Management** | Rate Lock Activity History

Lock Status: Lock Expires:  
Locked Rate: Points:

**Lock Price History**

ACTIVITY DATE & TIME NOTE RATE

**Lock** Update Lock Extend Lock Relock Print Lock Confirmation Lock History Print Decision

# Pricing and Locking Loans (cont.)

1. Select your lock period. Option of 45 or 60 day locks. (45 is same price as 30, so choose at least 45 day lock)
2. On all fixed rate HELOAN's our system defaults to Lender Paid Compensation (LPC.) LPC is allowed on all HELOAN's and Fixline Fixed HELOC's, but not on Adjustable HELOC's.  
*You do have the option to go Borrower Paid Compensation (BPC) on all our products.*
3. If you wish to go BPC, you have flexibility on your compensation. Change Lender Paid Compensation to "NO", **(THIS IS REQUIRED ON ALL Adjustable HELOC's as LPC is not allowed)**, enter your compensation % of the loan amount, which can be 0% to 3%.
4. Click "Price to Lock"

**Lock Screen**

<p>* Mortgage Type: <input type="text" value="Conventional Mortgage"/></p> <p>* Amortization Type: <input type="text" value="Fixed Rate Mortgage"/></p> <p>* Product: <input type="text" value="30 Year Standalone Fixed 2nd"/></p> <p>* Loan Term Months: <input type="text" value="360"/></p> <p>* Investor: <input type="text" value="SpringEQ"/></p> <p>Loan Program: <input type="text"/></p> <p>ARM Plan: <input type="text"/></p> <p>* Interest Rate: <input type="text" value="8.649%"/></p> <p>Margin: <input type="text"/> Index: <input type="text"/></p> <p>* Lock Days: <input type="text"/></p> <p>* Qualifying Credit Score: <input type="text" value="728"/> DTI: <input type="text" value="5.860%"/> DSCR: <input type="text" value="0.00%"/></p> <p>* Occupancy: <input type="text" value="Primary Residence"/></p> <p>* Property Type: <input type="text" value="Detached"/></p> <p>* Project Type: <input type="text" value="Not in a project or development"/></p> <p>* Number of Units: <input type="text" value="1"/></p> <p>* Loan Purpose: <input type="text" value="Other"/></p> <p>Reason for Refinance: <input type="text"/></p> <p>* Documentation Type: <input type="text" value="Full Doc"/></p> <p>Prepayment: <input type="text" value="No Prepayment"/></p> <p>Emerging Banker: <input type="radio"/> Yes <input checked="" type="radio"/> No</p>	<p>Manual Underwriting: <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Escrow Waivers: <input checked="" type="checkbox"/> Taxes <input checked="" type="checkbox"/> Insurance</p> <p>Closing in Entity Name: <input type="text"/></p> <p>* Purchase Price: <input type="text" value="\$0.00"/></p> <p>* Appraised / Adjusted Value: <input type="text" value="\$750,000.00"/></p> <p>* Base Loan Amount: <input type="text" value="\$275,000.00"/></p> <p>Mortgage Insurance Financed: <input type="text" value="\$0.00"/></p> <p>Total Loan Amount: <input type="text" value="\$275,000.00"/> LTV: <input type="text" value="36.67%"/></p> <p>Concurrent Liens: <input type="text" value="\$0.00"/> Max Credit: <input type="text" value="\$0.00"/></p> <p>Remaining Closed-End Liens: <input type="text" value="\$210,279.00"/></p> <p>Remaining HELOC Balance: <input type="text" value="\$0.00"/> Max Credit: <input type="text" value="\$0.00"/></p> <p>Combined LTV Ratio: <input type="text" value="64.70%"/> HCLTV: <input type="text" value="64.70%"/></p> <p>PMI Plan Type: <input type="text"/></p> <p>PMI Coverage Pct: <input type="text" value="0%"/></p> <p>Credit Event: <input type="text"/></p> <p>Lender Paid Compensation: <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Broker Comp &amp; Date: <input type="text" value="1.525%"/> <input type="text" value="2022"/></p> <p>Borrower Paid Compensation: <input type="text" value="\$0.00"/></p> <p>BPC Paid as a Percentage: <input type="text"/></p>
---	---

# Pricing and Locking Loans (HELOC)

This screen shot shows a HELOC example of locking

1. Choose the rate (HELOC will only have 1 option)
2. Shows your lock period
3. Click "Lock", "Lock" "OK".

FYI - Print Lock Confirmation (you can always reenter to view/print again)

Pricing Details

Lock Days: 45 Day Rate Lock

30 Year HELOC With 10 Year Draw Period

1 Rate Price

RATE	INT ONLY PAYME...	30 DAY	45 DAY	60 DAY
11.125%	\$2,549.48	0.000%	0.000%	0.000%

\*Loans priced below the minimum price require a pricing exception.

Minimum Points: 0.000% Maximum Points: 0.000%

Pricing Adjustments

ADJUSTMENT DESCRIPTION	NOTE RATE	POINTS
Base Rate	7.000%	0.000%
CA Property State Adjustment \$300,000+	0.000%	0.000%
FICO/HCLTV Adjustment - FICO Score (720-739) HCLTV	4.125%	0.000%

ARM Notes:

Margin: 0.000% Floor: 4.000%

3 Lock Cancel

Lock Confirmation

Lock Confirmation

LOAN ATTRIBUTES	REQUESTED LOCK
Lock Date	11/21/2022 5:14 PM
Lock Expiration	1/05/2023
Lock Days	45
Lock Days	45
Lock Action	Approved
Days Extended	
Interest Rate	11.125%
Discount Points	0.000%
ARM Margin	0.000%
Product	30 Year HELOC With 10 Year Draw Period
Program	
Loan Amount	\$275,000.00
Mortgage Insured Financed Amount	\$0.00
Total Loan Amount	\$275,000.00
Other Financing	\$0.00
Cash Out Amount	\$0.00
Occupancy	Primary Residence
Loan Purpose	Other
Reason for Refinance	

3 Lock Cancel

# Pricing and Locking Loans (HELOAN)

## •This screen shot shows a HELOAN example of locking

1. Choose the rate and lock period. Top Rate should be selected when LPC. (LPC: 0% = par to client but includes your LPC compensation) Better pricing is shown as discount points/rate buy down to client if available in the state.
2. This shows you your lock period
3. Click "Lock", "Lock" "OK".
4. Print Lock Confirmation (you can always reenter to view/print again)

Pricing Details

Lock Days: 45 Day Rate Lock 2

**30 Year Standalone Fixed 2nd**

Net Rate & Price

RATE	P & I PAYMENT	30 DAY	45 DAY	60 DAY
10.775%	\$2,572.24	0.000%	0.000%	0.500
10.725%	\$2,561.91	0.125%	0.125%	0.625
10.675%	\$2,551.58	0.250%	0.250%	0.750
10.625%	\$2,541.27	0.375%	0.375%	0.875
10.575%	\$2,530.97	0.500%	0.500%	1.000
10.525%	\$2,520.67	0.625%	0.625%	1.125
10.475%	\$2,510.39	0.750%	0.750%	1.250

\*Loans priced below the minimum price require a pricing exception.

Minimum Points: 0.000% Maximum Points: 0.000%

Pricing Adjustments

ADJUSTMENT DESCRIPTION	NOTE RATE	POINTS
Base Rate	5.649%	-1.625%
Loan Amount \$275,000 - \$300,000	-0.250%	0.000%
CA Property State Adjustment \$275,000 - \$300,000	0.000%	0.000%

Lock
Cancel
3

Lock Confirmation

**Lock Confirmation**

LOAN ATTRIBUTES	REQUESTED LOCK
Lock Date	11/21/2022 2:52 PM
Lock Expiration	1/05/2023
Lock Days	45
Lock Action	Approved
Days Extended	
Interest Rate	10.775%
Discount Points	0.000%
ARM Margin	0.000%
Product	30 Year Standalone Fixed 2nd
Program	
Loan Amount	\$275,000.00
Mortgage Insured Financed Amount	\$0.00
Total Loan Amount	\$275,000.00
Other Financing	\$0.00
Cash Out Amount	\$0.00
Occupancy	Primary Residence
Loan Purpose	Other
Reason for Refinance	

Lock
Cancel
3

Loan 30000000568 locked successfully

Congratulations, your Loan Lock Request has been successfully submitted.

OK
Print Confirmation
4

# Pricing and Locking Confirmation

After selecting your lock, you must confirm the rate entered during initial registration screen is the same – if not, fix it on the “Short Application”. If you do not confirm the rate matches, your Debt Ratio will be off.

1. Confirm rate on lock is same as rate on “Short Application”
2. Click on short application and make sure the Interest Rate matches your locked interest rate.

Pricing Details

Lock Days: 45 Day Rate Lock

30 Year Standalone Fixed 2nd

Net Rate & P	P & I PAYMENT	30 DAY	45 DAY	60 DAY
10.775%	\$2,572.24	0.000%	0.000%	0.500
10.725%	\$2,561.91	0.125%	0.125%	0.625
10.675%	\$2,551.58	0.250%	0.250%	0.750
10.625%	\$2,541.25	0.375%	0.375%	0.875
10.575%				
10.525%				
10.475%				

View Pipeline

Loan Details

Short Application

New Credit Reports

Product & Pricing Checklist

Full Application

Lock Management

Loan Submission

Loan Processing

Contacts

Import History

Status History

\*Loans priced below the Minimum Points: 0.0

Pricing Adjustments

ADJUSTMENT DESCRIPTION

Base Rate

Loan Amount \$275,000 -

CA Property State Adjust

Lender Loan Number: 4000002308

Lock Expiration:

Loan Status: Wholesale PreApp - Registered

Borrower Name: America, Andy

Subject Property: 1315 Main Street Beverly Hills, CA 9021...

Loan Purpose: Other

Product: 30 Year Standalone Fixed 2nd

Program:

Loan Amount: \$275,000.00

Interest Rate: 10.775%

LTV/CLTV: 36.67% / 64.71%

\* No. Units: 1

\* CEMA: Yes No

Unpaid Balance Amount:

Mortgage Type

\* Lien Type: Second Mortgage

\* Mortgage Type: Conventional Mortgage

\* Amortization Type: Fixed Rate Mortgage

\* Product: 30 Year Standalone Fixed 2nd

\* Loan Term Months: 360 IO Term: 0

\* Investor: SpringEQ

Program Type:

ARM Plan:

\* Purpose of Loan: Other

\* Refinance Purpose:

Refinance Type:

\* Documentation Type: Full Doc

Total Loan Amount: \$275,000.00 LTV Ratio: 36.67%

Mortgage Credit Certificate: Yes No Mortgage Credit Certificate

Other Financing

Concurrent Liens: \$0.00 Max Credit: \$0.00

Remaining Closed-End Liens: \$0.00

Remaining HELOC Balance: \$0.00 Max Credit: \$0.00

Combined LTV Ratio: 36.67% LTV: 36.67%

Loan Interest Rate

\* Interest Rate: 10.775%

Qualifying Rate: 10.775%

ARM Margin: 0.000% ARM Index: 0.000%

Escrows

Escrow Waivers: Taxes Insurance



# Lock Confirmation



## Lock Confirmation

4000002589

Borrower Name:	Andy America	Lock Date:	02-08-2023 04:03:14 PM
Subj Address:	2063 Mill Rd.	Lock Expiration:	03-27-2023
City, State, Zip:	Norristown, PA 19403	Locked Rate:	9.375%
Account Executive:	Kevin Schultz	Total Points:	0.000%
Lock Days:	45		

### Spring EQ, LLC

Compensation – 1.525%

The following lock attributes were used to determine your lock contract:

Product:	20 Year Standalone Fixed 2nd	Occupancy:	Primary Residence
Program:		Property Type:	Detached
ARM Margin:	0.000%	Number of Units:	1
Purchase Price:	\$0.00	Loan Purpose:	Other
Appraised Value:	\$750,000.00	Reason for Refinance:	
Base Loan Amount:	\$275,000.00	Manual Underwriting:	No
Mortgage Ins Financed:	\$0.00	Escrows / Impounds:	N/A
Other Financing:	\$0.00	Fees Buy-Out:	No
Total Loan Amount:	\$275,000.00	PMI Plan Type:	
LTV:	36.667%	PMI Coverage Pct:	0.000%
CLTV:	64.704%	Days Extended:	0
Qualifying Credit Score:	728	Compensation Type:	

The following adjustments were made to determine the above **Total Points**:

Adjustment Item Description	Rate Adjustment	Points Adjustment
Base Rate and Points	4.999%	0.000%
FICO/CLTV Adjustment - FICO Score (720-739) CLTV (60-65%)	4.626%	0.000%
Loan Amount \$275,000 - \$300,000	-0.250%	0.000%
PA Property State Adjustment \$275,000 - \$300,000	0.000%	0.000%
<b>Total Points</b>	<b>9.375%</b>	<b>0.000%</b>

# Submit The Loan

1. Enter "Loan Submission" on left
2. "Submit Loan for disclosures only" (will be preselected)
3. Click "**Submit loan**" – a submission confirmation box will pop up. Click "**Yes**".
4. **Your Loan Registration is not complete until you get this Confirmation box (example below) and loan status will be Wholesale App Registered.**

FYI\*\*\* Spring EQ will send all disclosures to your client(s) electronically

**Client(s) must acknowledge disclosures within 3 days of our credit pull or the loan will need to be restarted and resubmitted.**

The screenshot displays the Spring EQ loan submission workflow. On the left, a sidebar menu shows 'Loan Submission' highlighted with a green box and a red circle '1'. The main area shows loan details for loan 4000002305, including lender, borrower, and loan purpose. Below this, the 'Loan Submission' section has two radio buttons: 'Submit for Loan Disclosures Only' (selected) and 'Submit for Loan Processing'. The 'Loan Licensing Details' section contains various fields for company and branch information. At the bottom, a 'Submit Loan' button is highlighted with a green box and a red circle '2'. A 'Confirm Submission' dialog box is shown with the question 'Are you sure you want to submit the loan?' and 'Yes'/'No' buttons; the 'Yes' button is highlighted with a green box and a red circle '2'. A 'Loan Submission Confirmation' dialog box is also shown with the message 'Thank you, loan 4000002305 has been submitted successfully.' and an 'OK' button; this box is highlighted with a green box and a red circle '4'.

**View Pipeline**

Loan Details  
Short Application  
New Credit Reports  
Product & Pricing Checklist  
Full Application  
Lock Management  
**Loan Submission**  
Loan Submission  
Loan Processing  
Contacts  
Import History  
Status History

**Loan Submission**

**Reason for Loan Submission**

☒ Submit for Loan Disclosures Only  
☐ Submit for Loan Processing

**Loan Licensing Details**

Name: Company, 100 W. Matsonford Road, Radnor, PA 19087 (1)  
DBA Name:   
Address Line One: 100 W. Matsonford Road  
Address Line Two: Building 5, Suite 100  
Zip City State: 19087 Radnor PA  
Company/Branch NMLS ID: 1464945  
Company/Branch License:   
MLO NMLS ID: 1276075  
MLO License #:   
TRID Application Date: 11/21/2022  
Broker certifies that consent was obtained from the applicant to order a credit report on the following date: 11/21/2022  
By selecting Submit, you confirm that loan 4000002305 was submitted for processing.  
Click Cancel to stop the submission process

**Submit Loan** **Cancel**

**Confirm Submission**  
Are you sure you want to submit the loan?  
**Yes** **No**

**Loan Submission Confirmation**  
Thank you, loan 4000002305 has been submitted successfully.  
**OK**



**THANK YOU FOR YOUR VALUED BUSINESS!!!**

