



15000 SERIES – PRIOR TO CD/DOC PREP

(Effective 02/13/20)

Effective for submissions received on or after 02/13/20, the conditions listed below will AUTO POPULATE to NEW approvals. The Transaction Manager (TM) will be responsible for clearing these items. The TM does not have the authority at any time to modify/clear/delete any other conditions not specifically assigned to the TM role outside of the 15000 series conditions in Byte Pro.

NEW SECTION ON APPROVAL

No.	Cleared Date	Condition	PRIOR TO CD/DOC PREP
15000		1. CSC Approval reflects Reconciled Value 2. TRID Compliance has been satisfied (if applicable) 3. Evidence of Insurance/Flood Insurance provided 4. No open "Subject to Re-qual" conditions 5. Credit has not expired 6. Vesting Cond #4502 has been provided	
15001		Broker completed CSC Loan Document Request Form *terms must match current approval	
15002		Signed Settlement Agent Fee Confirmation Form with Est CD/Settlement Statement reflecting fees to be disclosed on CD *Combined Buyer/Seller statement required for Purchases; terms must match approval	
15003		1. Broker to provide credit report invoice 2. Broker to provide appraisal invoice(s)	
15004		Borrower has acknowledged last set of Re-Disclosures (TRID loans)	

ADDING 15000 SERIES CONDITIONS TO LOANS IN PROCESS PRIOR TO 02/13/20

STEP 1. TM to navigate to the UNDERWRITING – CONDITIONS screen in Byte Pro.

Favorites

General

Sales Tools

Origination

Processing

Underwriting

Closing / Funding

Lock Desk / Secondary

Post Closing

Compliance

Accounting

All Screens

1008 Transmittal

1008 Transmittal 2018

Appraisal Info

Cash Flow Analysis

Conditions

Correspondent UW Info Scr

CSC-Correspondent Servic

Document Control Departm

Fannie Mae

FHA 92900-LT

FHA Conditional Commitm

This file has been marked as 'excluded from custom reports'.

New Broker (First 5 Loan)

☐ Check if Yes

☐ TMS - Zero Fee Confirmation

Broker Contact

Loan Officer:

Miguel Angel Gonzalez Castillo

Loan

Phone

(951) 858-2542

Phone Number

Email:

miguel@mortgageprosfunding.com

Email

☒ TM Forecast

TM Hot List

☐ Current Month's Production

☒ TM Hot List File

☐ Multi-Pack (more than 1 loan in process with CSC)

< Brin Stephens : 12/26/2019 12:54

tasked to UW final review.

STEP 2. Select the “ADD CONDITIONS FROM TEMPLATE” button

! This file has been marked as 'excluded from custom reports'.

Prior To Docs

Type	No	Class	Int	Brw	Responsibility	Description	Requeste
PTD	4105	PTD			Underwriter	BROKER - All doc expiration dates must have a minimum of 8 days remaining from the day that ALL other PTDs are cleared by UW; Broker to submit updated items along with final PTDs**FILES CANNOT BE TRANSFERRED TO CLOSING WITHOUT MEETING THE 8 DAY MINIMUM EXPIRATION REQUIREMENT**	
PTD	4200	PTD			Underwriter	Payoff demands for mortgage being paid off	
PTD	4300	PTD			Underwriter	Picture identification (drivers license/passport) and copy of social security card - must be legible for document number, issue and expiration dates	

STEP 3. Select the “TM – CD-DOC” tab to view the 15000 series conditions. TM will need to select the conditions that need to be added to the approval.

NOTE: 15005 and 15006 are OPEN for the TM to list specific “CD/DOC PREP” items needed.

Add Conditions from Templates

Search

No	Description
<input type="checkbox"/> TM - CD-DOC-15000	1. CSC Approval reflects Reconciled Value 2. TRID Compliance has been satisfied (...)
<input type="checkbox"/> TM - CD-DOC-15001	Broker completed CSC Loan Document Request Form *terms must match current appr...
<input type="checkbox"/> TM - CD-DOC-15002	Signed Settlement Agent Fee Confirmation Form with Est CD/Settlement Statement refl...
<input type="checkbox"/> TM - CD-DOC-15003	1. Broker to provide credit report invoice 2. Broker to provide appraisal invoice(s)
<input type="checkbox"/> TM - CD-DOC-15004	Borrower has acknowledged last set of Re-Disclosures (TRID loans)
<input type="checkbox"/> TM - CD-DOC-15005	Open:
<input type="checkbox"/> TM - CD-DOC-15006	Open:

STEP 4. Place check mark to the specific 15000 series condition to add then select OK.

Add Conditions from Templates

Standard PTD PTF PTF-WET CORR - CTC CORR - CTP CORR - CMPL
POSTC **TM - CD-DOC** All

Search

No	Description
<input checked="" type="checkbox"/> TM - CD-DOC-15000	1. CSC Approval reflects Reconciled Value 2. TRID Compliance has been satisfied (...)
<input checked="" type="checkbox"/> TM - CD-DOC-15001	Broker completed CSC Loan Document Request Form *terms must match current appr...
<input checked="" type="checkbox"/> TM - CD-DOC-15002	Signed Settlement Agent Fee Confirmation Form with Est CD/Settlement Statement refl...
<input checked="" type="checkbox"/> TM - CD-DOC-15003	1. Broker to provide credit report invoice 2. Broker to provide appraisal invoice(s)
<input checked="" type="checkbox"/> TM - CD-DOC-15004	Borrower has acknowledged last set of Re-Disclosures (TRID loans)
<input type="checkbox"/> TM - CD-DOC-15005	Open:
<input type="checkbox"/> TM - CD-DOC-15006	Open:

Select All Select None ? OK Cancel

STEP 5. Byte Pro will display the conditions being added to the approval. Select OK to continue. Generate a revised approval as needed.

BytePro Enterprise

The following items were added:

- TM - CD-DOC-15000 1. CSC Approval reflects Reconciled Value 2. TRID Com...
- TM - CD-DOC-15001 Broker completed CSC Loan Document Request Form
- *terms mu...
- TM - CD-DOC-15002 Signed Settlement Agent Fee Confirmation Form with Est CD...
- TM - CD-DOC-15003 1. Broker to provide credit report invoice 2. Broker to p...
- TM - CD-DOC-15004 Borrower has acknowledged last set of Re-Disclosures (TRI...

OK

CLEARING A 15000 SERIES CONDITION

STEP 1. From the Underwriting “Conditions” screen, select the specific 15000 series condition that you want to “Clear” and sign off. Select the “BOX” in the “Cleared” column to access the drop down.

Type	No	Class	Int	Brw	Responsibility	Description	Requested	Received	Submitted	Cleared	Ex	Expiration	Recorded
TM - CD-DOC	15000	TM - CD-DOC			Transaction Manager	1. CSC Approval reflects Reconciled Value 2. TRID Compliance has been satisfied (if applicable) 3. Evidence of Insurance/Flood Insurance provided 4. No open "Subject to Re-qual" conditions 5. Credit has not expired 6. Vesting Cond #4502 has been provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15001	TM - CD-DOC			Transaction Manager	Broker completed CSC Loan Document Request Form *terms must match current approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15002	TM - CD-DOC			Transaction Manager	Signed Settlement Agent Fee Confirmation Form with Est CD/Settlement Statement reflecting fees to be disclosed on CD *Combined Buyer/Seller statement required for Purchases; terms must match approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15003	TM - CD-DOC			Transaction Manager	1. Broker to provide credit report invoice 2. Broker to provide appraisal invoice(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15004	TM - CD-DOC			Transaction Manager	Borrower has acknowledged last set of Re-Disclosures (TRID loans)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Transaction Manager	Broker completed CSC Loan Document Request Form *terms must match current approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Transaction Manager	Signed Settlement Agent Fee Confirmation Form with Est CD/Settlement Statement reflecting fees to be disclosed on CD *Combined Buyer/Seller statement required for Purchases; terms must match approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Mark as Cleared
Mark as not Cleared
Edit Task

STEP 2. Review the “Conditions” screen to confirm you have cleared the correct condition. Generate a revised approval as needed.

Type	No	Class	Int	Brw	Responsibility	Description	Requested	Received	Submitted	Cleared	Ex	Expiration	Recorded
TM - CD-DOC	15000	TM - CD-DOC			Transaction Manager	1. CSC Approval reflects Reconciled Value 2. TRID Compliance has been satisfied (if applicable) 3. Evidence of Insurance/Flood Insurance provided 4. No open "Subject to Re-qual" conditions 5. Credit has not expired 6. Vesting Cond #4502 has been provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15001	TM - CD-DOC			Transaction Manager	Broker completed CSC Loan Document Request Form *terms must match current approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15002	TM - CD-DOC			Transaction Manager	Signed Settlement Agent Fee Confirmation Form with Est CD/Settlement Statement reflecting fees to be disclosed on CD *Combined Buyer/Seller statement required for Purchases; terms must match approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15003	TM - CD-DOC			Transaction Manager	1. Broker to provide credit report invoice 2. Broker to provide appraisal invoice(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
TM - CD-DOC	15004	TM - CD-DOC			Transaction Manager	Borrower has acknowledged last set of Re-Disclosures (TRID loans)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

