

WHOLESALE BULLETIN

IMPORTANT INFORMATION: PLEASE READ IMMEDIATELY

[Guidelines](#)[Bolt Training](#)[Wholesale Website](#)[Previous Bulletins](#)

17W-059

Attention: Business Development Managers & Mortgage Brokers

July 11, 2017

Please take a moment to read the important information contained in this bulletin.

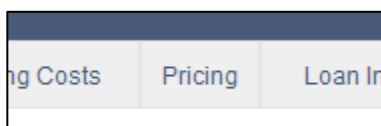
Included in this Bulletin: **Running LP in BOLT**

In our continuing efforts to improve workflow and ease of use, a How To has been created to assist in running LP within BOLT. This can be located on the Wholesale website or by clicking on the following link [Running LP in BOLT](#).

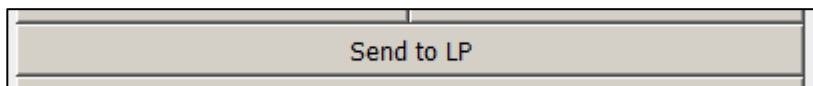
Please note that LP User Credentials are required prior to using this feature. Refer to your company's instructions on how to obtain an LP User Credential.

Running LP

1. Within a loan, click on **"Pricing"**.



2. Click on **"Send to LP"**.



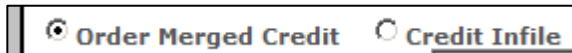
3. Enter **"LP Seller Number"** of **"121686"**.

LP Seller Number	121686
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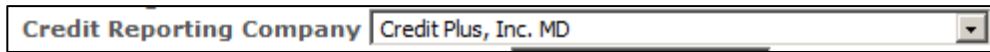
4. Enter **"LP Password"**.

LP Password
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5. Click “**Order Merged Credit**”.

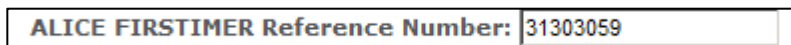


6. Under “**Credit Report Company**”, choose the Credit Reporting Company used.

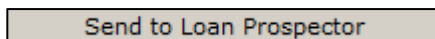


If the Credit Company is not accessible from the dropdown, then select “Equifax Mortgage Solutions”. Once LP opens, you will be able to choose the correct Credit Company in the Credit Reporting Company and/or Technical Affiliates dropdown. See Step #10 for more information.

7. Enter the “**Reference Number**” for all Borrowers.

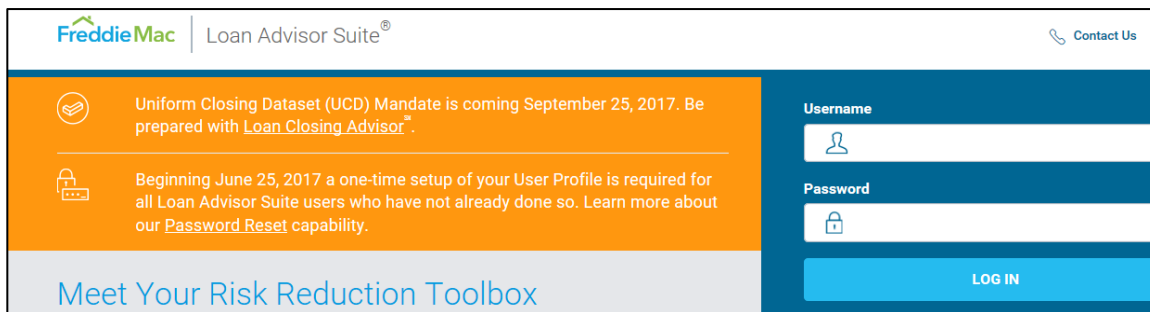


8. Click “**Send to Loan Prospector**”.

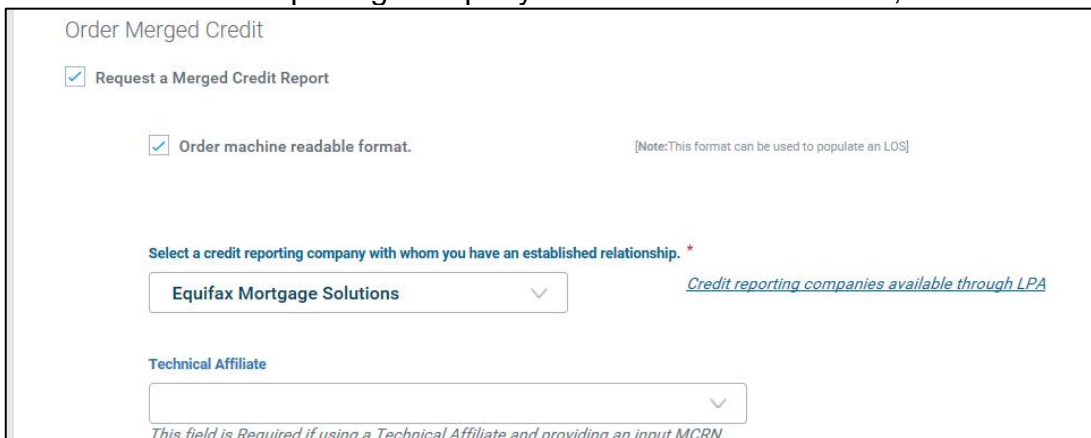


9. The LP Login screen will appear. Enter LP “**Username**” and “**Password**”.

Click “**Login**”. The loan will then appear.



10. Select the Credit Reporting Company and/or Technical Affiliate, if it was not available in BOLT.

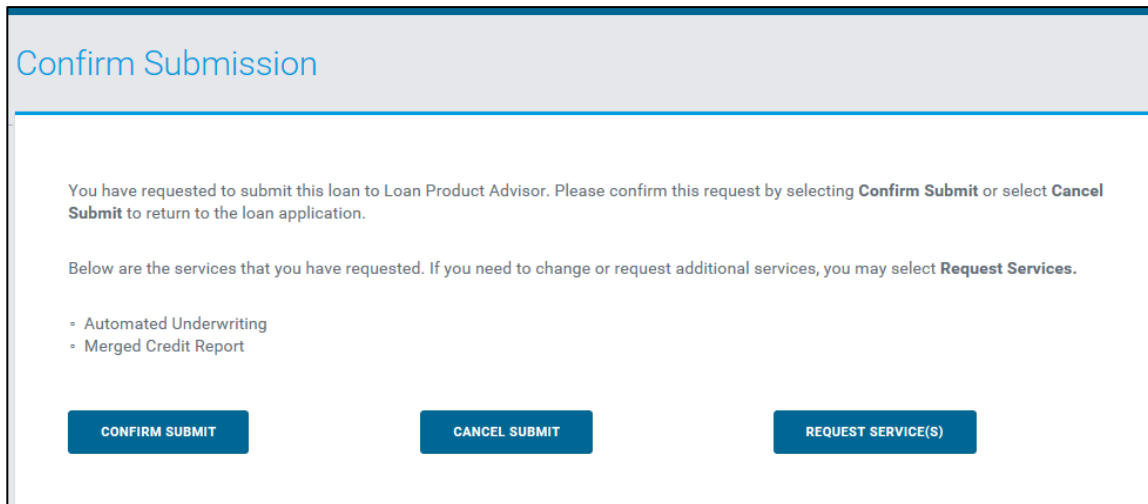


11. Click **“Submit”**.



The screenshot shows a web interface titled "Request Services". On the right side, there is a blue button labeled "SUBMIT". Below the title, there is a section labeled "Loan Data" which appears to be a table or list of items.

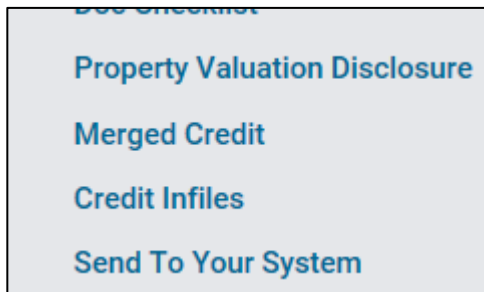
12. Click **“Confirm Submit”** to run LP.



The screenshot shows a web interface titled "Confirm Submission". The main text reads: "You have requested to submit this loan to Loan Product Advisor. Please confirm this request by selecting **Confirm Submit** or select **Cancel Submit** to return to the loan application." Below this, it says: "Below are the services that you have requested. If you need to change or request additional services, you may select **Request Services**." A list of services is shown: "Automated Underwriting" and "Merged Credit Report". At the bottom, there are three blue buttons: "CONFIRM SUBMIT", "CANCEL SUBMIT", and "REQUEST SERVICE(S)".

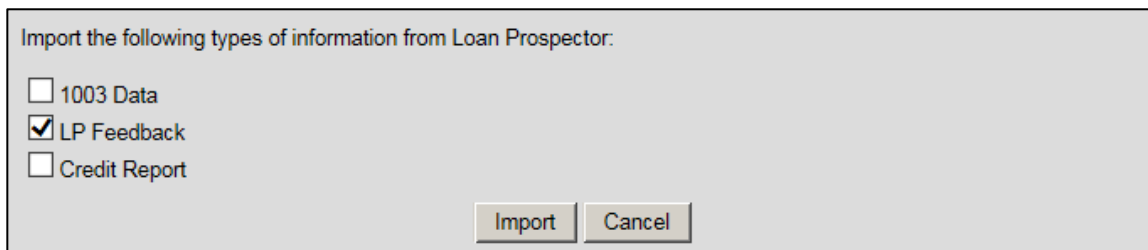
13. If everything has been ordered correctly, and no errors appear, the findings will show. Review to verify accuracy of data.

14. Click **“Send to Your System”**.



The screenshot shows a web interface with a list of items: "Property Valuation Disclosure", "Merged Credit", "Credit Infiles", and "Send To Your System". The "Send To Your System" item is highlighted in blue.

15. The Loan Prospector Assessment Summary will appear. Click **“Import”**.



The screenshot shows a web interface titled "Import the following types of information from Loan Prospector:". There are three checkboxes: "1003 Data", "LP Feedback" (which is checked), and "Credit Report". At the bottom, there are two buttons: "Import" and "Cancel".

Helpful Hints

1. Lender Needs Access to Credit Report

- a. In some cases, Mountain West does not have access to the Credit Report, when the Underwriter is working on the file. If this occurs, one of these actions must take place:
 - i. Please Contact your Credit Company, and grant Mountain West access to the Credit Report. This is a one time request for all Credit Reports, ran through this Credit Company, for this Broker.
 - ii. With permission from the Broker, Mountain West will run a new Credit Report, using their own Credit Company.

Author: Business Process Management