

Order Non-Delegated MI and Submit Documents through Mortgage Director[®]

Last Revised Date: 04/20/2023

Note – Your access to each section or step is based on your individual access rights. If necessary, contact your company’s Mortgage Director Administrator to adjust your individual rights.

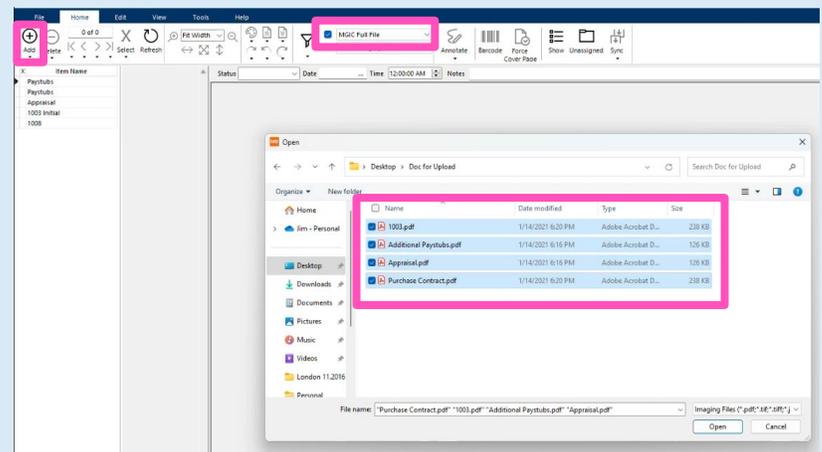
1. Non-Delegated MI - Add Documents to Document Package

Before ordering non-delegated MI, be sure to include all the necessary documents in the **MGIC Full File Task** item (the document package).

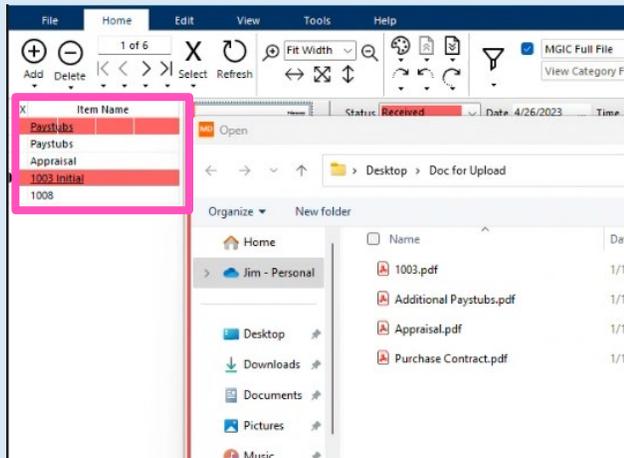
To add documents to an existing document package template, click the **Home** tab and then click the **Imaging** icon.



Select the **MGIC Full File** document package template. Click the **Add** icon and select the desired documents.



The documents you added will be highlighted.

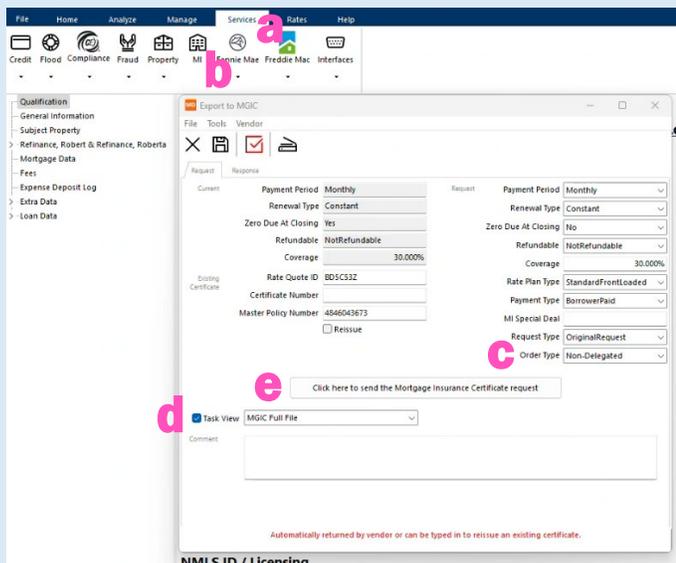


2. Order Non-Delegated MI

To order non-delegated MI from within a loan:

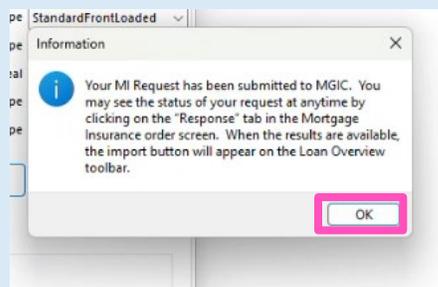
- Click the **Services** tab.
- Click the **MI** icon.
- Enter any MI-related information and select **Non-Delegated** as the **Order Type**.
- Check the **Task View** box and select a document package – in this case, **MGIC Full File***.
- Select **Click here to send the Mortgage Insurance Certificate request**.

Note – If your expected document packages don't appear, contact your company's Mortgage Director Administrator.



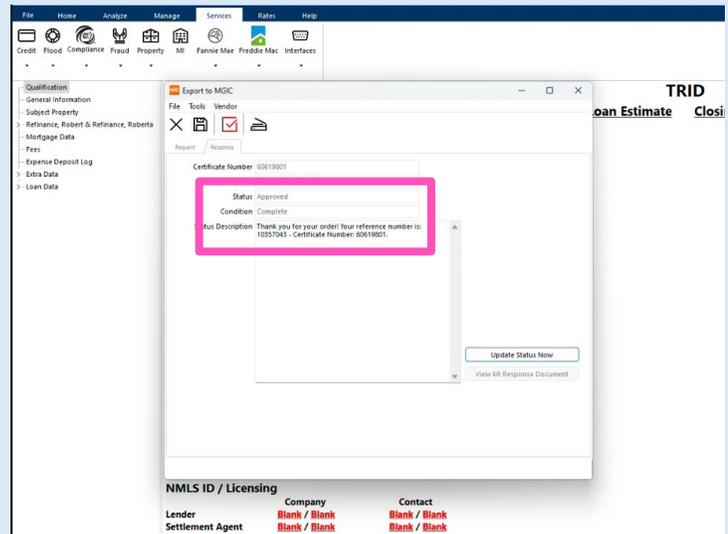
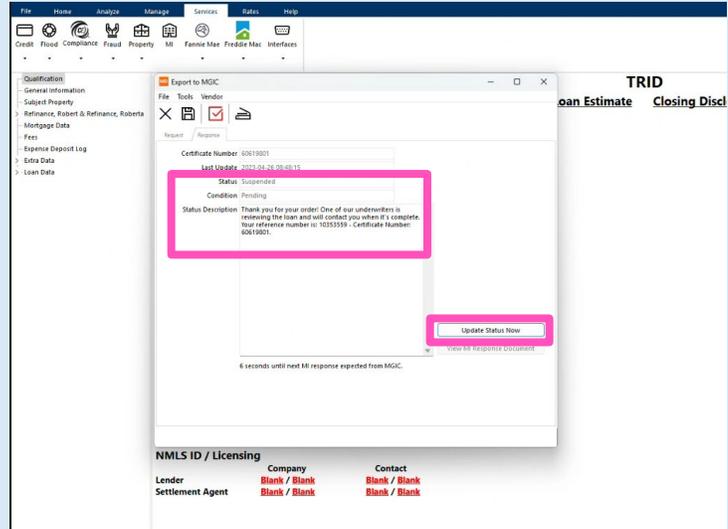
3. View Non-Delegated Status Confirmation

After submitting the non-delegated order, you'll see a message indicating MGIC is reviewing the loan. Click **OK**.



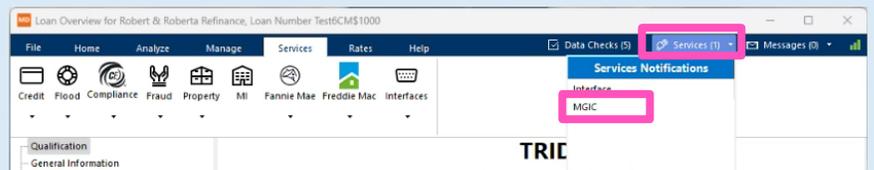
4. Update Non-Delegated Status

After we notify you of the approval, click **Update Status Now** to retrieve the latest information.

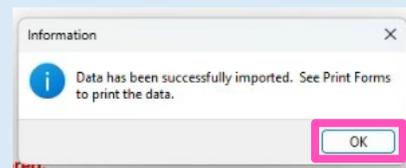


5. Import Commitment Certificate PDF

Click **Services** in the upper right-hand corner, double-click **MGIC** to open the **Services Notifications** menu, and double click **MGIC**.



A window will appear confirming successful import. Click **OK**.



Contacts: MGIC Integration Services
Integration_services@mgic.com 1-888-644-2334

Your MGIC Representative
mgic.com/contact

6. View Commitment/Certificate PDF

Click the **Library** icon to access the **Print Form List**. Double-click **MGIC Non-Delegated Approval** to open the **Commitment/Certificate PDF**.

X	Form	For	Legal
	Hazard and Flood Insurance Notice	All Borrower Plans	Yes
	Servicing Transfer Disclosure 01-16	Robert Refinance & Roberta Refinance	No
	MGIC Non-Delegated Approval	Imported on 4/26/2023 9:29:23 AM	No
	Appraisal Report Delivery Disclosure	Robert Refinance & Roberta Refinance	Yes
	Privacy Policy Opt Out, Affiliates, Mail Back	Robert Refinance	Yes
	Privacy Policy Opt Out, Affiliates, Mail Back	Roberta Refinance	Yes
	Privacy Policy Opt Out, Affiliates	Robert Refinance & Roberta Refinance	Yes
	Privacy Policy Opt Out, Mail Back	Robert Refinance & Roberta Refinance	Yes
	Privacy Policy Opt Out	Robert Refinance & Roberta Refinance	Yes
	Privacy Policy Affiliates	Robert Refinance & Roberta Refinance	Yes
	Privacy Policy	Robert Refinance & Roberta Refinance	Yes

Mortgage Guaranty Insurance Corporation
COMMITMENT/CERTIFICATE QA QA **MGIC**

Mortgage Guaranty Insurance Corporation, 270 E. Kibboun Avenue, Milwaukee, Wisconsin 53202 (the "Company"), hereby agrees to insure the loan identified below, subject to: (1) the insured's activation of coverage and timely payment of the initial premium; (2) the terms and conditions of the Master Policy; (3) the Endorsements, Notes and Conditions below, if any; and in reliance on the Application, supporting documentation and the insured's representations.

Commitment/Certificate #	60606002	Loan Number	TEST6CM51000	Quote ID	RVNSXVR
INSURED'S PRINCIPAL PLACE OF BUSINESS		ORDERED BY			
Master Policy Number	48-460-4-3351	MGIC ID Number	48-460-4-3351		
Name and Address		Name and Address			
Smart Lending - MGIC Integration Services Test 250 E. Kibboun Ave. Milwaukee, WI 53202		Smart Lending - MGIC Integration Services Test 250 E. Kibboun Ave. Milwaukee, WI 53202			
LOAN INFORMATION					
Borrower Name(s)	REFINANCE ROBERT A & ROBERTA A		LTV / CLTV / HGLTV	93.04 / 93.04 / 93.04	
Subject Property Address	123 CURRENT STREET BOWIE, MD 20715		Amort Period / Loan Term	360 / 360	
Base Loan Amount	\$214,000.00	Representative Credit Score	Non-Traditional		
Financed Premium Amount	\$0.00	Fixed Rate	Y		
Total Loan Amount	\$214,000.00	Loan Purpose	Cash-Out Refinance		
		Occupancy Type	Primary Home		
		Number of Units	1		
		Sales Price	\$0.00		
		Original Value	\$230,000.00		
INSURANCE INFORMATION					
Commitment/Certificate #	60606002	Premium Rate	Rate	Rate w/Tax	
Commitment Effective Date	04/26/2023	1st Year Rate	1.110		
Commitment Expiration Date	08/26/2023	Renewal Rate yrs 2-10	1.110		
LTV Category	95%	Renewal Rate yrs 11-Term	.200		
Coverage %	Top 30%	PREMIUM TAX/ASSESSMENT AUTHORITY			
Premium Type	MGIC Monthly - BPMI	State			
Premium Refundability	Non-Refundable	County			
Renewal Option	Constant	Municipality			
		PREMIUM AMOUNT	MI PREMIUM	TAX	TOTAL
		Initial Monthly Premium	\$187.95		\$187.95
		Premium Due to Activate	\$187.95		\$187.95

Thank you for choosing MGIC.

Contacts: MGIC Integration Services
integration_services@mgic.com 1-888-644-2334

Your MGIC Representative
mgic.com/contact