GET CONNECTED



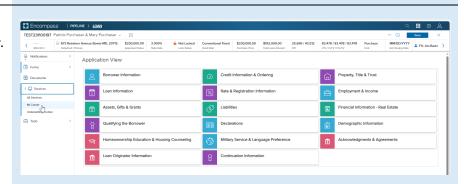
Quick Guides – Order Compare Rate Quotes through Encompass Partner ConnectTM

Last Revised Date: 08/13/2024

1. Select Compare Rate Quotes

To access **Compare Rate Quotes** across MI providers, click **Services** and select **MI Center**.

You will not be able to access the **Compare Rate Quotes** feature via the All Services screen.

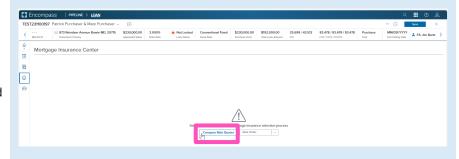


2. Order Compare Rate Quotes

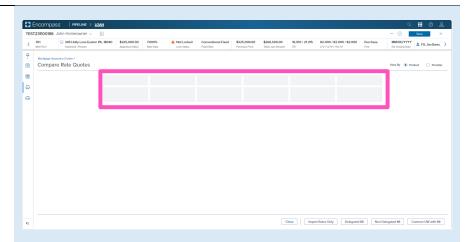
Click **Compare Rate Quotes** button to submit the rate quote compare request. A spinner will appear letting you know that the requests are in process.

All MI providers your organization has enabled will receive requests for Borrower Paid Monthly, Borrower Paid Single, Lender Paid Single, and a 1% split premium.

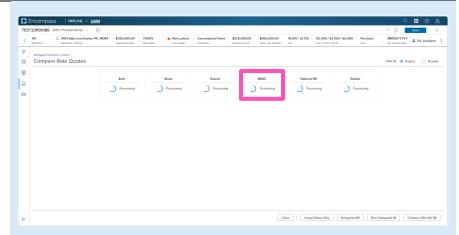
Note – If you select a provider from the New Order drop-down list you will be directed to that MI provider's order screen and will not be able to order Compare Rate Quotes.



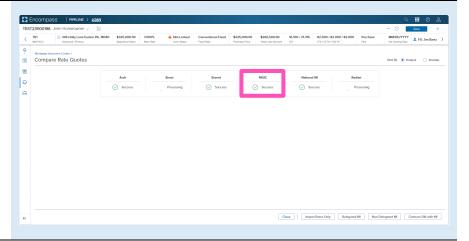
You will be directed to the Compare Rate Quotes screen. A grid will appear that the response statuses will display in.



The grid will update with indications that the requests are processing.

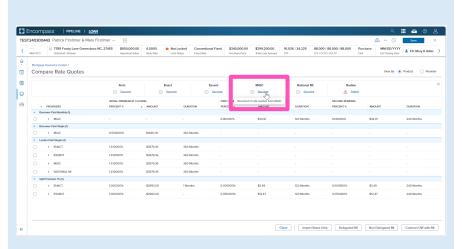


As responses are received, the grid will update with a status indicator.

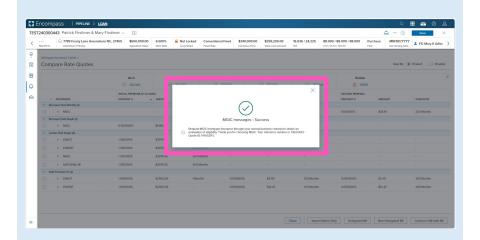


When all responses have been received, the screen will display results. You can hover over the status link for a preview message.

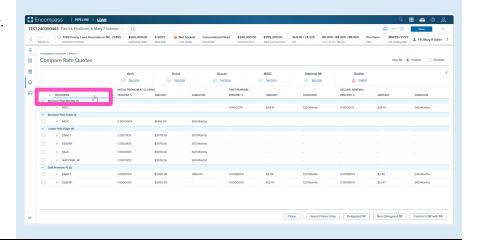
Note – See the Rate Quote Comparison Settings section of the Admin Guide for display order settings and instructions.



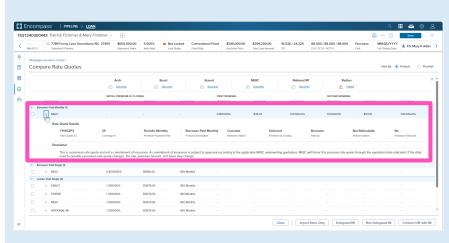
You can also click the status link to view the full status message.



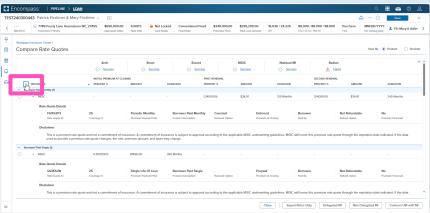
You can adjust the display order by clicking the header of the column you want to sort by.



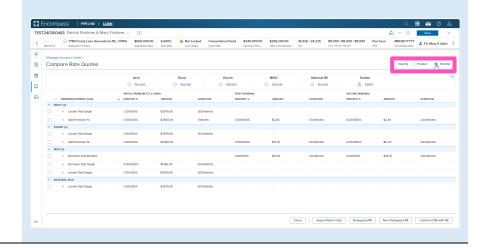
Click the toggle arrow next to a quote to view details on that specific quote.



Or click the top toggle arrow to view details on all quotes.



Click the **Provider** radio button to group results by provider.



To select the preferred quote, click the **radio button** to the left of the quote. This will enable the remaining action buttons at the bottom of the screen (the Close button is always enabled).

Click the **Import Rates Only** button to populate pricing into the loan. A spinner will appear indicating that the import is in process.

Other actions include options to order:

- Delegated MI
- Non-Delegated MI
- Contract UW with MI

Note – See the appropriate section of the full user guide for instructions for ordering MI or Contract UW.

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You will be directed back to the **Order Summary** screen to view your active order.

You will notice the following navigation tabs: OVERVIEW, DOCUMENTS RECEIVED, DOCUMENTS UPLOADED. You will also notice the **toggle arrow** next to **Order Summary** which will navigate you back to the **Order History** screen.

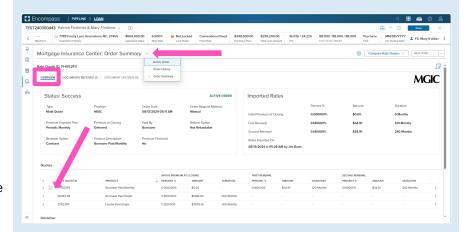
The **OVERVIEW** tab provides status and rate details, the quote expiration date, and messaging returned by MGIC with a reference number and new Quote ID.

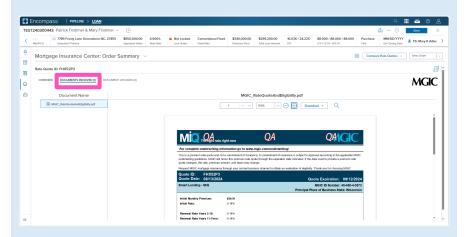
The MI pricing that was imported will be highlighted with a check mark.

The **DOCUMENTS RECEIVED** tab allows you to view the Rate Quote PDF.

The Rate Quote PDF will have already autosaved to the document folder. This is just a method to view it.

The **DOCUMENT UPLOADS** tab is not relevant for Compare Rate Quotes.





Click the **Save** button to ensure your updates are retained.

Note – Once any MI request has been placed, you can request **Compare Rate Quotes** by clicking the button in the upper right corner.

