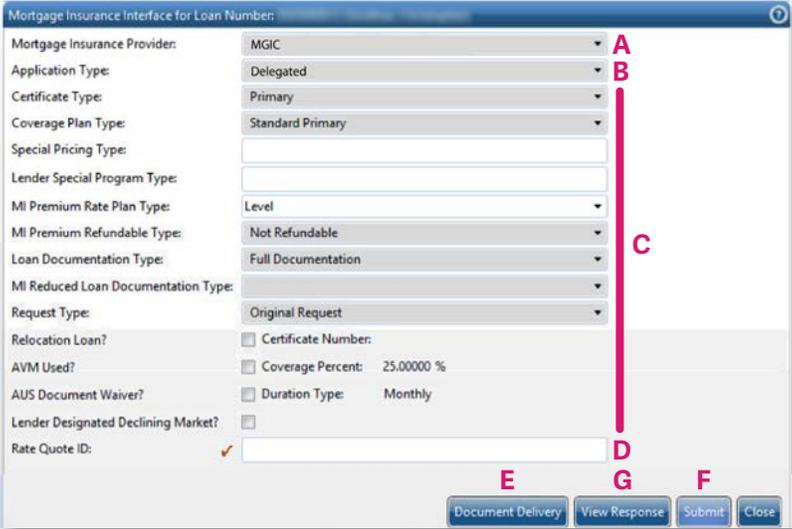


# Get MGIC Rates, Order MI and Submit Documents through **Loan Producer**<sup>®</sup>

## 1. Access MGIC Interface

Go to **Expander Menu > Data Transfer > Mortgage Insurance Interface**.

- A. Select Mortgage Guaranty Insurance Corporation or MGIC from the **Mortgage Insurance Provider** drop-down menu. (The actual words may differ based on how your company's Administrator entered it)
- B. Select the appropriate **Application Type**:
  - Delegated (default)
  - Prequalification
  - Rate Quote
  - Standard Application
- C. Enter the remaining MI information
- D. If ordering Delegated or Standard Application, verify your MGIC MiQ **Rate Quote ID** displays or enter it manually
- E. To send documents with your loan, select **Standard Application** as the **Application Type** and click **Document Delivery**
- F. Click **Submit**
- G. If you've already submitted the loan and would like to view the response, click **View Response**



## 2. Select Documents

(For document delivery only)

On the **Mortgage Insurance Document Delivery** screen:

- A. Click **Browse File System** to locate and upload loan documents from your computer
- B. Click **Browse Radstar®** to locate and upload loan documents from Loan Producer's document imaging system
- C. Enter any comments for us to review
- D. View the history of documents and comments that were submitted to us, as well as the submission date and time
- E. Click **Submit**

Mortgage Insurance Document Delivery for Loan Number: [Loan Number]

Selected Documents  
1008.pdf  
URLA.pdf

A B

Browse File System Browse Radstar

Comments:  
The income and assets verifications will be submitted at a later date  
C

History:  
D

E  
Submit Close

## 3. View MI Messages

The **Messages** tab on the **Mortgage Insurance Response** section displays any messages that MGIC returns including status, missing required fields and processing errors.

Click **Print Messages** to print the messages we returned about the submission.

Click **View Certificate** to open the Commitment Certificate PDF.

Mortgage Insurance Response for Loan Number: [Loan Number]

Messages Summary

1. Name: MICompanyName  
Value: [Value]

2. Name: MIDurationType  
Value: PeriodicMonthly

3. Name: MIInitialPremiumAtClosingType  
Value: Deferred

4. Name: MIPremiumPaymentType  
Value: BorrowerPaid

Print Messages View Certificate Close

#### 4. View Commitment Certificate

The **Summary** tab on the **Mortgage Insurance Response** section displays key pieces of information related to the loan.

Click **Print Messages** to print the messages we returned about the submission.

Click **View Certificate** to open the Commitment Certificate PDF.

Mortgage Insurance Response for Loan Number: 9000000041 (Wilson, Jerry)

Messages: Summary

MI Application Type: Delegated  
MI Certificate Expiration Date: 2/16/2018  
MI Rate Quote Expiration Date:  
MI Certificate Identifier: 99562684  
MI Certificate Type: Primary  
MI Coverage Percent: 20.000  
MI Decision Type: Approved  
MI Duration Type: PeriodicMonthly  
MI Initial Premium Amount: 44.00  
MI Initial Premium at Closing Type: Deferred  
MI Initial Premium Duration Months: 12  
MI Initial Premium Rate Percent: 0.003  
MI Premium From Closing Amount:  
MI Premium Payment Type: BorrowerPaid  
MI Premium Rate Plan Type: Level

MI Renewals

MI Renewal Calculation Type:

Sequence	Rate %	Duration Months
1	0.330	108
2	0.170	240
3		
4		
5		

Taxes

Type	Rate %	Amount
County		
Municipal		
State		
All Taxes		

Print Messages View Certificate Close

#### Contacts:

MGIC  
Integration Services  
integration\_services@mgic.com  
1-888-644-2334

Your MGIC representative  
mgic.com/contact