

# How to Enter Closing Costs

## Prerequisites

- The loan has not been submitted to UW



**You must add closing costs to the loan if you wish to disclose on your own. You can also upload a settlement statement if you want us to enter closing costs and disclose for you.**

## Step-by-Step

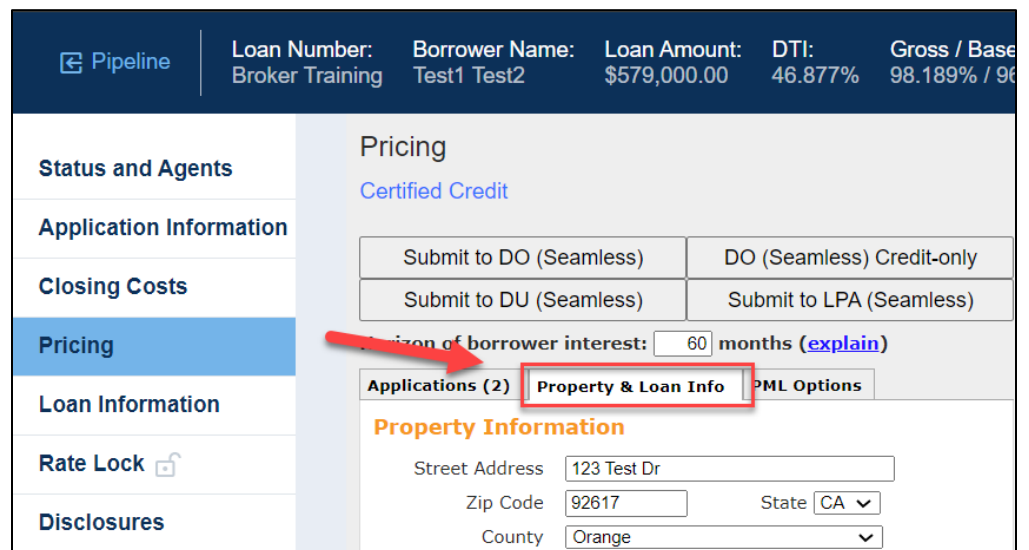
### Register Loan

Register your loan through the pricing engine to populate the following fees:

Originator Compensation	Lender Fees	Title Insurance*
Closing / Escrow*	Recording Fees*	Transfer Taxes*
Misc Services (Credit, Appraisal, etc.) *		

\*Quoted by a fee engine. You can adjust these fees later if needed.

Go to **Pricing > Property & Loan Info:**



The screenshot shows the 'Pricing' section of the system. The left sidebar contains a menu with 'Pricing' selected. The main content area shows 'Certified Credit' and various submission options. A red arrow points to the 'Property & Loan Info' tab, which is highlighted with a red box. Below this, the 'Property Information' section is visible, containing fields for Street Address (123 Test Dr), Zip Code (92617), State (CA), and County (Orange).

Pipeline | Loan Number: Broker Training | Borrower Name: Test1 Test2 | Loan Amount: \$579,000.00 | DTI: 30.382%

2nd Financing?  No  Yes  
 Rate Lock Period: 15 days  
 Rate Lock Expiration Date: 4/28/2025 (Assumes a 15-day lock.)

**1. Select LPC or BPC** (points to Application Information)

**2. Select "Yes" if buying out lender fees** (points to Lender Fee Buyout)

**3. Run the pricing engine** (points to Run Price My Loan button)

**Other Information**

Loan Originator is Paid By:  Lender  Borrower  
 2.000% of Total Loan Amount + \$0.00  
 Lender Fee Buyout Requested?  No  Yes  
 Expected AUS Response: DU Approve/Eligible  
 Number of Financed Properties: 1  
 Reserve Months: Calculate per rate  
 Prior Sales Date: mm/dd/yyyy  
 Conv Loan PMI Type: No MI  
 Is UFMIP/FF Financed?  Yes  
 Override Auto-Calculated UFMIP/FF?  Yes  
 FHA UFMIP: 1.750% | VA Funding Fee: 1.075%  
 Non-QM Product: Any / NA  
 1st Time Investor?  Yes  No  
 PPP Term ITIN?  Yes  No  
 Add'l Doc Type: N/A  
 Gift of Equity:  Yes  No  
 Non-Arm's Length Transaction:  Yes  No  
 Using Gift Funds?  Yes  No  
 Refinance: Property Listed for Sale? Over 12 Months / NA  
 Short Term Rental:  Yes  No

Run Price My Loan  
 Number of Programs: 263

Pipeline | Loan Number: Broker Training | Borrower Name: Test1 Test2 | Loan Amount: \$579,000.00 | DTI: 30.382% | LTV: 96.500% | CLTV: 96.500% | HCLTV: 96.500% | Property Address: 123 Test Dr, Irvine, CA 92617 | Loan Type: FHA | Credit Score: 720

Status and Agents | Application Information | Closing Costs | Pricing | Loan Information | Rate Lock | Disclosures | E-docs | Tasks (0) | Conditions (0) | Order Services

Pricing  
 Certified Credit

Submit to DO (Seamless) | DO (Seamless) Credit-only  
 Submit to DU (Seamless) | Submit to LPA (Seamless)

Horizon of borrower interest: 60 months (explain)

Applications (2) | Property & Loan Info | PML Options

**Property Information**

Street Address: 123 Test Dr  
 Zip Code: 92617 | State: CA  
 County: Orange  
 City: Irvine  
 In Rural Area?  Yes  
 Property Use: Primary Residence  
 Property Type: SFR  
 Structure Type: Detached  
 Is Seasonal Property?  Yes  
 New Construction?  Yes

**Register or request lock to apply fees** (points to pin register request lock)

**(Optional) Click to preview an itemized fee list quoted by the engine** (points to CASH TO CLOSE column)

Alert Messages

- Credit has not been ordered for Application: Test2, Test1. Please order credit for more accurate results.
- Credit has not been ordered for Application: Test4, Test3. Please order credit for more accurate results.

Loan Program Results (263 Programs) | Number of Pinned Results to Compare: 0 | Generate Comparison

Eligible Loan Programs

	RATE	POINTS	PAYMENT	DTI	APR	QM	CLOSING COSTS	CASH TO CLOSE	RESERVE MONTHS	
<b>30 YR FIXED FHA</b>										
pin register request lock	6.750	-2.330	3,821.10	33.723	7.833	✓	\$13,079.83	\$23,334.12	45.9	BluePoint
pin register request lock	6.625	-1.958	3,772.28	33.528	7.703	✓	\$15,210.88	\$25,465.17	45.9	BluePoint
pin register request lock	6.500	-1.556	3,723.71	33.333	7.573	✓	\$17,518.67	\$27,772.96	45.9	BluePoint



**Unable to register/lock? Please contact you're AE for assistance.**

## Non-Origination Charges

Go to **Closing Costs**. Enter any fee in Section B and below (Section A / origination charges were set at registration/lock request).

**Remove a fee**

**Update an existing fee**

**Add a new fee**

Description/Memo	Amount	Paid by	Payable	Date paid
3rd Party Processing	\$1,295.00	borr pd	at closing	8/30/2023
Appraisal fee	\$600.00	borr pd	at closing	8/30/2023
Credit report	\$250.00	borr pd	at closing	8/30/2023
Upfront Mortgage Insurance	\$7,350.00	split	(see details)	

Add Section F and G Fees (Prepays and Escrow Payments) on the “Non-P&I Housing Expenses” table:

**Add Section F/G fees via "Non-P&I Housing Expenses"**

**Select the expense type (tax, insurance, etc.)**

**Enter expense amount**

**Select "Prepaid?" and enter # months if prepaid**

**Select "Escrowed?" if payments are escrowed**

Description	Amount	Escrowed
Hazard Insurance	\$1,200.00/month	Escrowed

Summary	Prepaid Amount for	Monthly Amount (Servicing)	Reserves Amount for
Hazard Insur	12 months	\$1,200.00	5 months
Annual Amount			\$6,000.00
Monthly Amount (PITI)			

Calculator

Monthly Amount (PITI)  $(( 0.000\% \text{ of Loan Amount } ) / 12 ) + \$1,200.0000 = \$1,200.00$

Prepaid?  Yes

Prepaid Months 12

Escrowed?  Yes

Payments repeat Annual

Disbursement Schedule Months: Jan 0, Feb 0, Mar 0, Apr 0, May 0, Jun 0, Jul 0, Aug 12, Sep 0, Oct 0, Nov 0, Dec 0

## Questions?

Please contact your AE or Account Manager with closing cost questions.