

Flagstar Bank Addendum to the Encompass Investor Connect Lender User's Guide

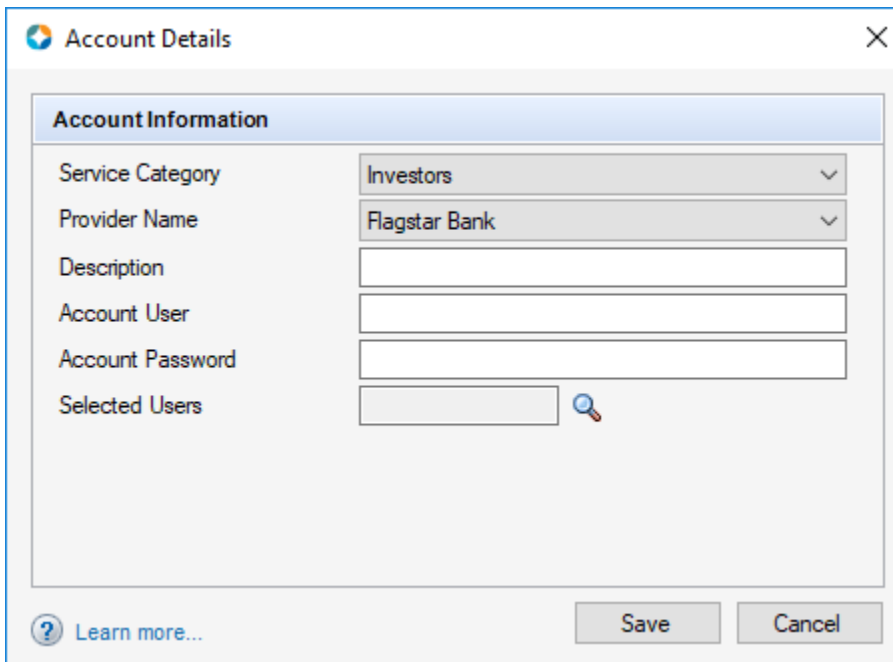
Complete the following steps to successfully deliver loan packages to Flagstar Bank through Encompass Investor Connect.

Configuring Your Investor Connect Setup

When creating the Account Details entry for Flagstar Bank in the Services Password Management setting (**Encompass > Settings > Company/User Setup > Services Password Management**):

- Provider Name: Select **Flagstar Bank**.
- Description: This field is optional.
- Account User: Input your company's Flagstar Bank **Seller ID number**.
- Account Password: Create your own password.

NOTE: The Account Password field cannot be left blank.



The screenshot shows a dialog box titled "Account Details" with a close button (X) in the top right corner. The dialog contains a section titled "Account Information" with the following fields:

Service Category	Investors
Provider Name	Flagstar Bank
Description	
Account User	
Account Password	
Selected Users	

At the bottom of the dialog, there is a "Learn more..." link with a question mark icon, and "Save" and "Cancel" buttons.

NOTE: If you have questions about login credentials or your Flagstar Bank account, contact the Flagstar Bank Wholesale Lending Service Center at 866-945-9872

Submitting Loan Packages

When submitting a loan package, at least one document must be included for Flagstar Bank to accept the package.

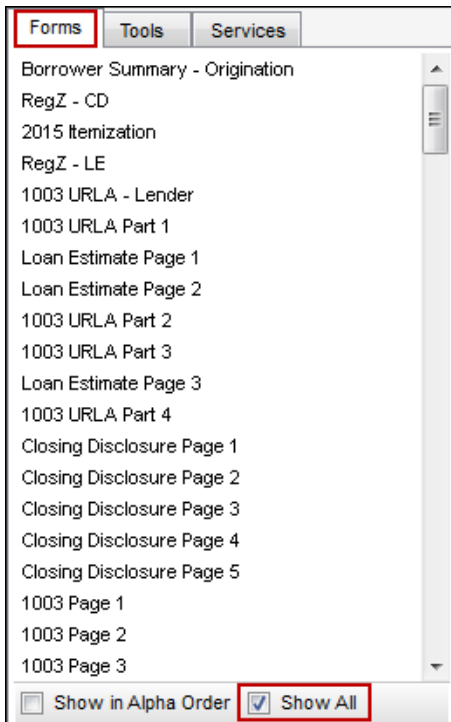
Investor Loan Number

When submitting loan packages, use the following procedure to include an Investor Loan Number in each loan file submitted through Encompass Investor Connect.

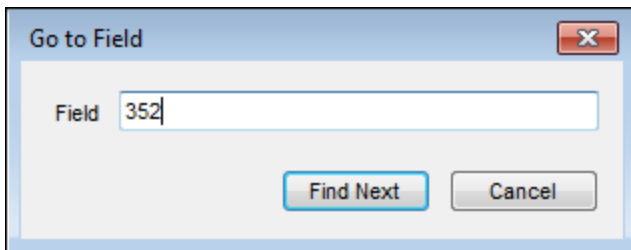
NOTE: An investor loan number is recommended, but not required when submitting loan packages to Flagstar Bank.

To Add the Flagstar Bank Investor Loan Number:

1. Open the loan file, click the **Forms** tab in the lower-left panel, and then select the **Show All** check box.



2. Press **Ctrl+G**.
3. Type **352** in the field and click **Find Next**.



4. The first form on which the field is found opens with the field highlighted. Enter the Flagstar Investor Loan Number in the field, and then save the loan.

NOTE: The Loan Number must include numbers only. Non-numeric characters such as dashes or letters are not permitted. Be aware that Investor Connect does not currently validate the formatting for this field, and an error message will not display if the formatting does not match the guidelines set by Flagstar Bank.