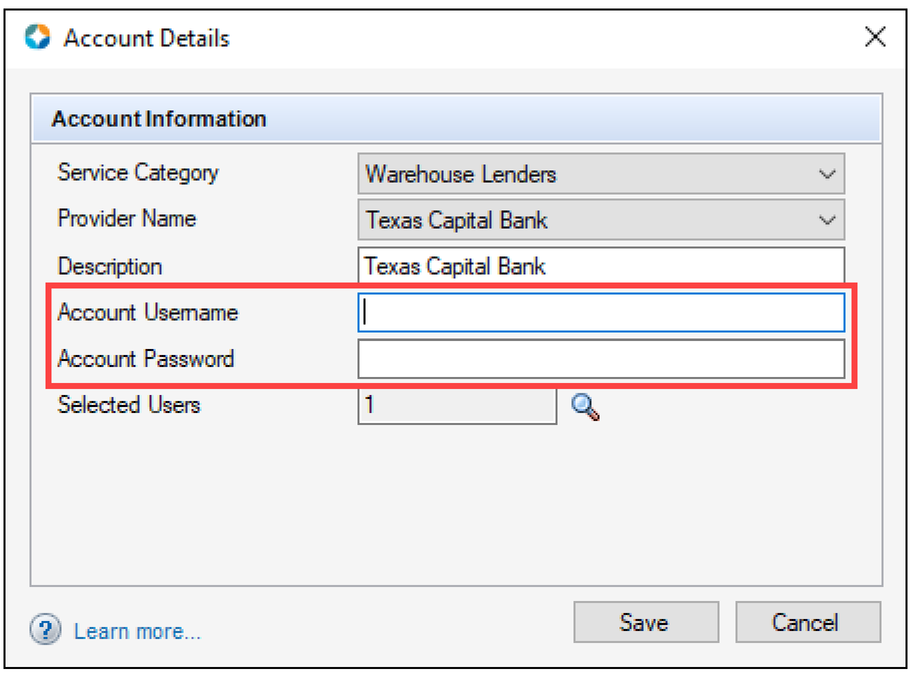
Encompass Investor Connect™

# Texas Capital Bank Addendum to the Encompass Investor Connect Lender User's Guide

## Services Password Management

Your Encompass administrator must follow these guidelines when creating the Account Details entry for Texas Capital Bank in the Services Password Management setting (**Encompass** > **Settings** > **Company/User Setup** > **Services Password Management**):

- **Account Username:** Enter your TCB client ID.
- **Account Password:** Create your own password.



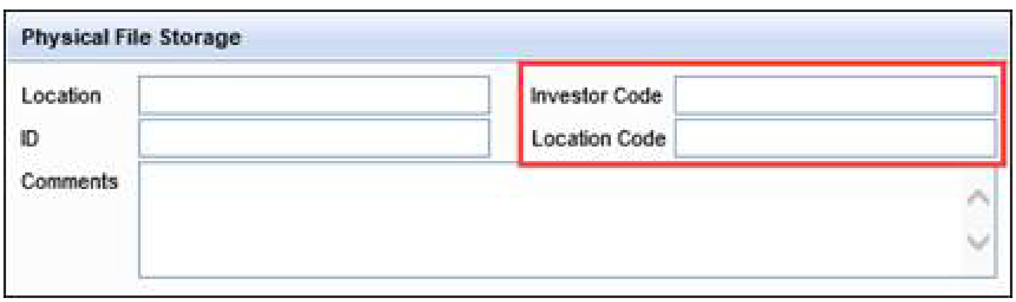
## Submission Types

Additional steps are required when selecting the following Submission Types in the Add Submission Details section of the Deliver Loans window:

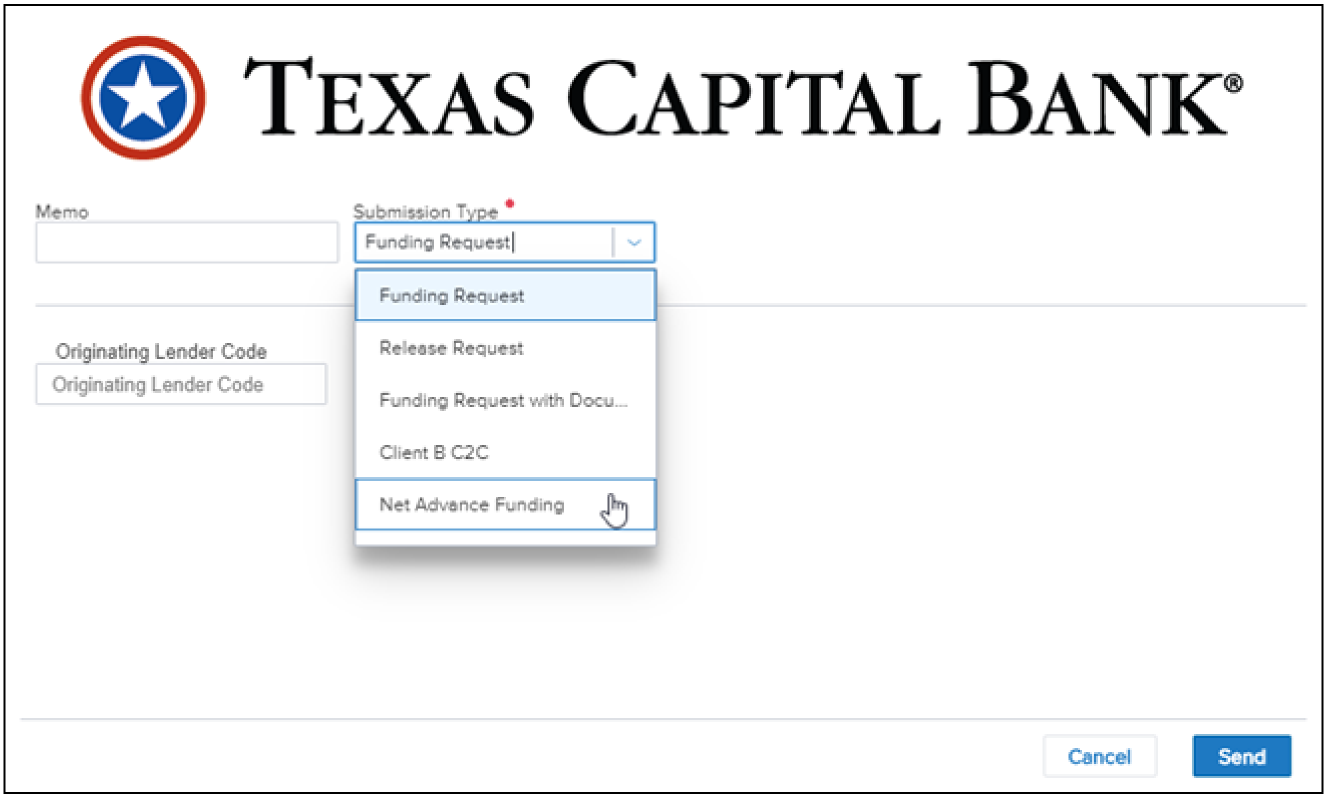
- **Funding Request** – Standard request for regular loan funding.
- **Release Request** – Release request to ship notes to the investor.
- **Client B C2C** – Funding request to purchase a loan from another Texas Capital Bank client.
- **Net Funding** – Request to receive Net Funding

  **IMPORTANT:** A lender must be an approved Net Funding customer prior to submission. **Submissions do not automatically default to Net Funding as they do in WarehouseNow, therefore Encompass users must select the "Net Funding" submission type if requesting Net Funding.**

When **Release Request** or **Funding Request** is selected for the **Submission Type**, the three-character Investor Code (field ID 4664) and six-character Location Code (field ID 4663) must be entered in Encompass in the Physical File Storage section on the Shipping Detail tool, as shown below. If the Location Code is not provided, a message will display when you submit the release request.

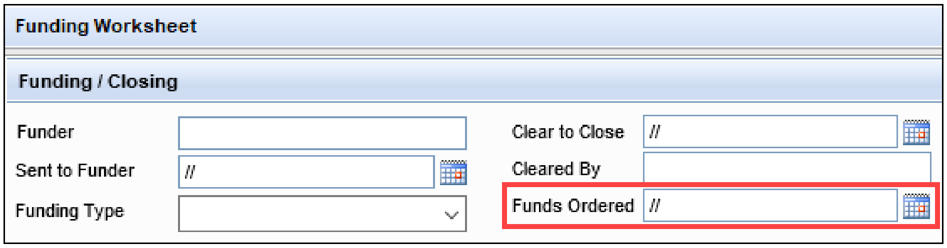


When the **Client B C2C** option is selected, a lender must complete the Originating Lender Code field in the lower portion of the Add Submission Details section of the Deliver Loans window.

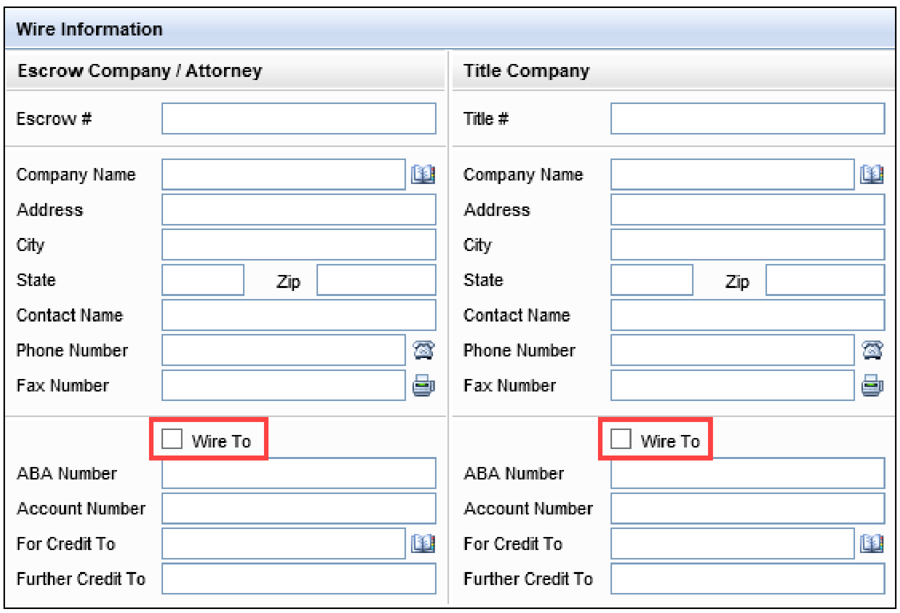


## Funds Ordered Date and Wire To Check Box on the Funding Worksheet

Before submitting a funding request, be sure to enter the Funds Ordered date (field ID 1996) in the Funding /Closing section on the Funding Worksheet to indicate the funds ordered/wire transfer date.

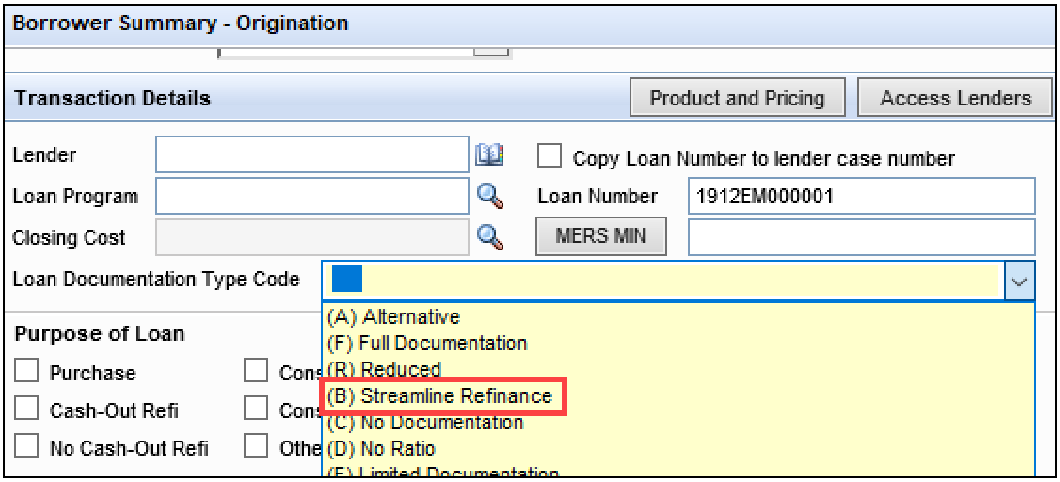



Also, select one of the **Wire To** check boxes (field ID 2001) in the Wire Information section on the Funding Worksheet tool to ensure that the correct wire information is sent to Texas Capital Bank. If neither check box is selected, a message will display when you submit the funding request.



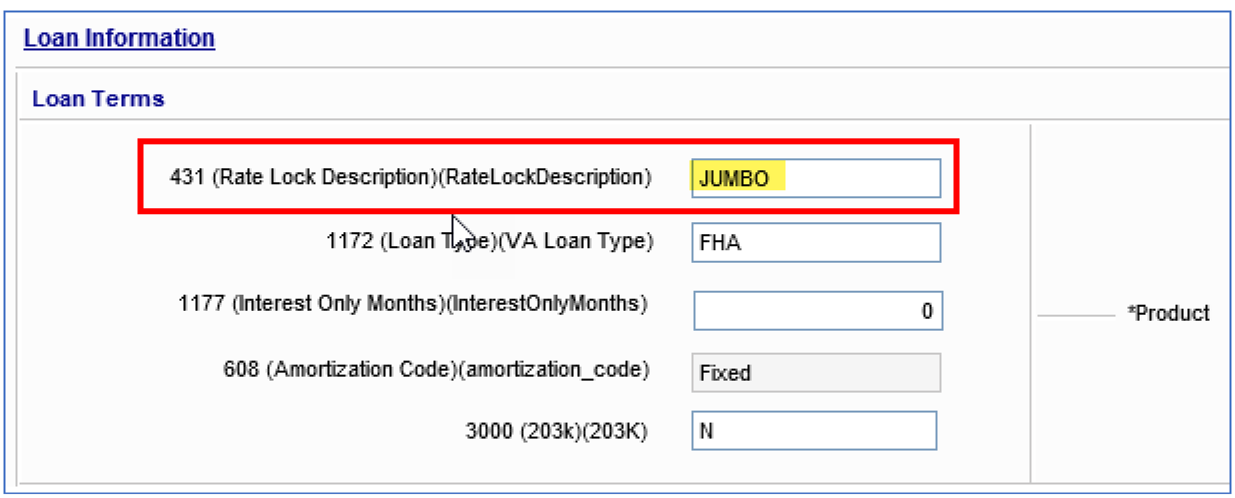
## VA IRRRL Loans

When delivering a VA IRRRL loan, select the **(B) Streamline Refinance** option for the Loan Documentation Type Code (field ID MORNET.X67). If the correct option is not selected, the system may generate an error.




## Jumbo Loans

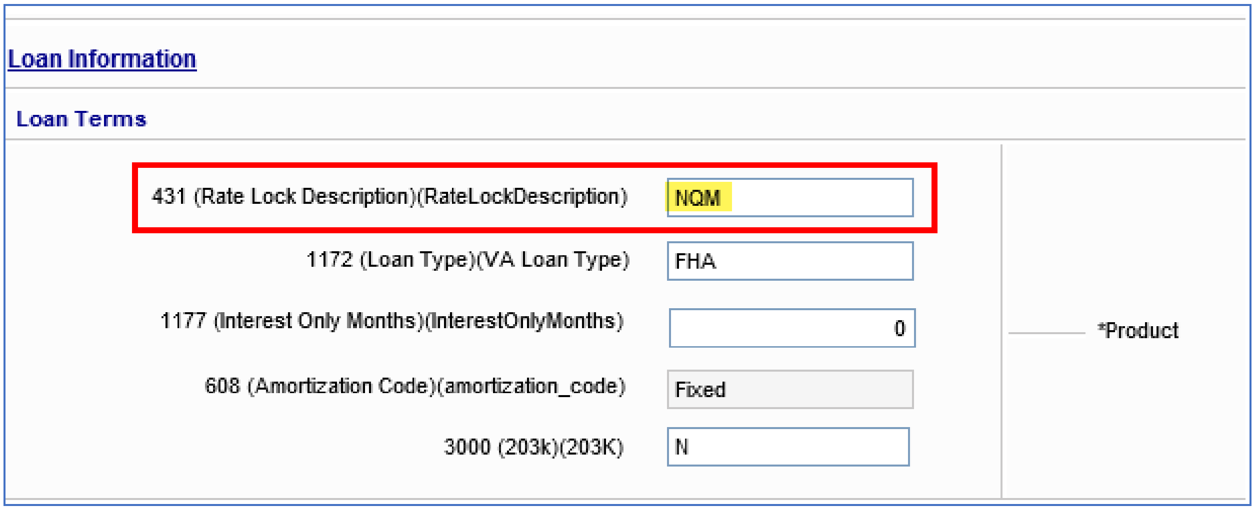
When delivering a Jumbo loan, enter **JUMBO** in the Rate Lock Description (field ID 431). If the correct product code is not entered, the system may generate an error.



## Expanded Non-Agency Loans

When delivering a Non-QM loan, enter **NQM** in the Rate Lock Description (field ID 431). If the correct product code is not entered, the system may generate an error.

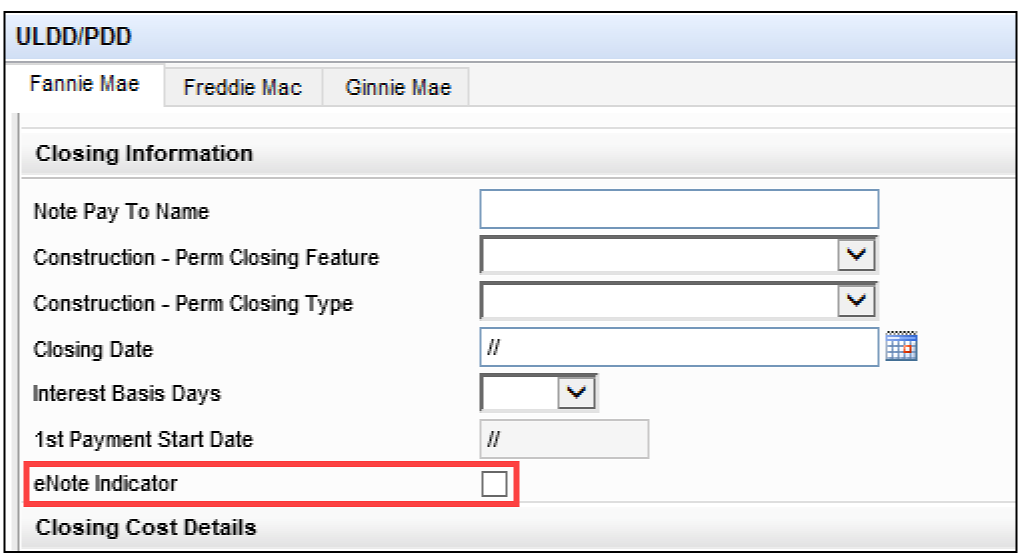
**NOTE**: A lender must receive approval to fund Non-QM loans prior to submission.




## eNote Indicator

When an eNote is used as part of a loan, select the **eNote Indicator** check box (field ID ULDD.X196) in the Closing Information section on the **Fannie Mae** or **Freddie Mac** tab on the ULDD/PDD input form in Encompass.

**NOTE:** A lender must receive approval to fund eNotes prior to submission.



## Loan Status

After you send loan data to Texas Capital Bank, the status of each funding request is shown in the Loan Status Delivery window in Encompass. You'll find an explanation of each status in the *Lender User's Guide for Encompass Investor Connect Warehouse Lender Services*. Below is additional information specific to Texas Capital Bank.

The **Approved** status indicates that the loan has been cleared/confirmed and a Fed Reference number is available.

The **Denied/Pending Conditions** status indicates that the data submitted to WarehouseNow does not meet the criteria established by Texas Capital Bank. This could simply be due to:

- Invalid data that can be corrected in Encompass and resubmitted for delivery
- Additional information/documentation is required for approval by Texas Capital Bank (e.g. a FICO exception) *

The funding exception process will remain the same. Please contact your assigned Relationship Specialist for assistance and provide the applicable documentation based on the error message received. If you have any questions regarding an error message, please contact your assigned Relationship Specialist.

### Frequently Asked Questions

**Q:** Is there a way to see the loan status without having to go back into each loan file?
**A:** Yes. You can easily customize the fields in the pipeline view. For detailed information, refer to the Add or Remove Columns section in the *Creating Custom Views* topic in the Encompass online help.

**Q:** How can I receive and send updates to Texas Capital Bank from Encompass?
**A:** The procedures for receiving and sending updates for loan delivery conditions, funding requests, and shipping details can be found in the sections for Delivery Conditions, Funding Details, and Shipping Details in the *Encompass Investor Connect Lender User's Guide*.

**Q:** Is there a way to automate importing the funding details into the funding worksheet?
**A:** Yes, if your company uses enhanced conditions. For detailed information, refer to the Enable Auto Imports and Auto Import Workflow topics in the Encompass Investor Connect online help.

**Q:** How do I submit a second lien?

**A:** Second liens are permitted if funded at the same time as the first lien. On the second lien loan, select the **Subordinate** check box (field ID 420) for the **Lien Position Type,** and then select **2** from the **Lien Position** drop-down list (field ID 4494). These fields can be found in the Transaction Details section on the Borrower Summary – Origination input form.