LoanNEX & LauraMac Integration
User Guide

October 2023

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Create and Register Loan

Seller User

- Select **Create a Loan** under **Loans** on the left toolbar
- Upload File or input relevant loan data
- Select **Create & Register Loan** button at the bottom of the page

View Registered Loans

- Select **View Loans** under **Loans** on the left toolbar
- Select **Loans Registered** tab
- Select **Loan ID**

Access LoanNEX in LauraMac

- Select **Pricing** Tab
- Select **Price Loan** button

Get Price

- LoanNEX **Loan Pricing** page opens
- Complete additional loan fields
- Select **Get Price** button

Loan Pricing ✕

NEX App

NEX ID: 23A-UYY **Borrower:** Kelly Borrower **Address:** 123 Borrower Lane, Saint Louis, MO 63105

💾 Save

Citizenship*	Income Doc*	Self-Employed ☐	Purpose* First Time Homebuyer ☐	Occupancy*	Property Type*	State*	County* Rural Property ☐
US Citizen ▼	Full Doc ▼		Purchase ▼	Primary ▼	SFR ▼	MO ▼	St. Louis County ▼

Appraised Value*	Purchase Price*	1st Lien Loan Amount*	LTV	Second Lien	FICO* No FICO ☑
$ 1,400,000.00	$ 1,400,000.00	$ 615,000.00	43.92 %	$	

Bankruptcy*	Foreclosure*	Deed-in-Lieu*	Short Sale*	Mortgage Lates*	DTI*	Months Reserves
None ▼	None ▼	None ▼	None ▼	0X30X12 ▼	30.00 %	

Get Price

View eligible Pricing and Lock Request

Seller User

- Review eligible Product and Pricing Options
- Select **Lock Request** button

Eligible Products

Escrows / Impounds: Yes   Admin Fee: Exclude Fr...

View Ineligible Products

Show Best program(s) ☐

Search Rate | Target Price | Lock P... | Select Program | Select Product

Price | Points

Rate P&I PMT	Price Rebate	Lock Period	Program	Product	Eligibility Q&A	Next Steps
10.000% $5,397.06	102.550 $15,682.50	90	LauraMac QA LauraMac	30 Yr. Fixed		T-Lock Request
10.000% $5,397.06	102.700 $16,605.00	75	LauraMac QA LauraMac	30 Yr. Fixed		**T-Lock Request**
10.000% $5,397.06	102.850 $17,527.50	60	LauraMac QA LauraMac	30 Yr. Fixed		T-Lock Request
10.000% $5,397.06	103.000 $18,450.00	45	LauraMac QA LauraMac	30 Yr. Fixed		T-Lock Request
10.000% $5,397.06	103.150 $19,372.50	30	LauraMac QA LauraMac	30 Yr. Fixed		T-Lock Request

View Rate Lock History

- Lock Approved **Transaction Summary** tab opens
- View automated Lock **Approval** status and exit LoanNEX **Loan Pricing**
- View **Lock History** in LauraMac

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Seller User: Lock Extension Request with Auto Approval Steps

Seller User

1. View Registered Loan

2. Price Loan and Access LoanNEX in LauraMac

3. Input Extension Details and Request Extension with Auto Approval

4. View updated Expiration date and Extension and Rate Lock History

Access LoanNEX in LauraMac

Seller User

- Select **View Loans** under **Loans** on the left toolbar
- Select **Loans Registered** tab and select appropriate loan
- Select **Pricing** Tab
- Select **Price Loan** button

- The LoanNEX **Loan Pricing** page opens
- Select **Extension** button
- Enter **Extend** days from the drop-down
- Select **Request Extension** button
- Extension and new Expiration are shown on the **Transaction Summary** tab
- View **Lock History** in LauraMac

Input Extension Details

- The LoanNEX **Loan Pricing** page opens
- Select **Extension** button
- Enter **Extend** days from the drop-down
- Select **Request Extension** button

View Rate Lock History

- View **Extension Days** and new **Expiration Date** and exit LoanNEX **Loan Pricing**
- View **Lock History** in LauraMac

Seller User: Modification Steps

Seller User

1. View Registered Loan
2. Enter modification in LauraMac
3. Price Loan and Access LoanNEX in LauraMac
4. View Eligible Products and Modify Loan
5. View Modification and Rate Lock History

Enter Modification in LauraMac and Access LoanNEX

Seller User

- Select **View Loans** under **Loans** on the left toolbar
- Select **Loans Registered** tab and select appropriate loan
- Select **Pricing** Tab
- Scroll to the appropriate field in the **Pricing Data** and enter the Modification
  - A green check will appear in the field to confirm Modification saved in LauraMac
- Scroll to top and select **Price Loan** button

View Pricing

- The LoanNEX **Loan Pricing** page opens
- Select **NEX App** tab
- Select **Get Price** button

View Eligible Products and Modify Loan

- View Eligible Products
- Select **Modify** button

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- View Modification details in **Transaction Summary** and exit LoanNEX **Loan Pricing**
- View **Lock History** in LauraMac

Buyer User: Modification Steps

Buyer User

1. View Registered Loan
2. Enter modification in LauraMac
3. Price Loan and Access LoanNEX in LauraMac
4. View Eligible Products and Modify Loan
5. View Modification and Rate Lock History

Enter Modification in LauraMac and Access LoanNEX

Buyer User

- Select **View Loans** under **Loans** on the left toolbar
- Select **Loans Registered** tab and select appropriate loan
- Select **Pricing** Tab
- Scroll to the appropriate field in the **Pricing Data** and enter the Modification
  - A green check will appear in the field to confirm Modification saved in LauraMac
- Scroll to top and select **Price Loan** button

View Pricing

Buyer User

- The LoanNEX **Loan Pricing** page opens
- Select **Buy-Side Pricing** tab
- Select **Get Price** button

View Eligible Products and Modify Loan

- View Eligible Products
- Select **Approve & Modify** button

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Review Modify Lock Details and Approve Modification

Buyer User

- Review the Modification details on the Modify Lock screen
    - Ability to submit additional Adjustments
- Select **Approve Modification** button

Modify Lock ✕

	Rate:	Price:
	9.125	101.200

Adjustment Types	Rate Adjustment	Price Adjustments	Description	
select ⌄	+ adjustment	+ adjustment	LLPA adjustment	⊕

Final Rate/Price	**9.125**	**101.200**

Expiration Date *

12/23/2023

Approve Modification

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View Modification and Rate Lock History

Buyer User

- View Modification details in **Transaction Summary** and exit LoanNEX **Loan Pricing**
- View **Lock History** in LauraMac

# Buyer User: Login as Seller User Steps

Buyer User

1. Access the Manage Sub-Tenants section from Administration
2. Select the Login icon for the appropriate Sub-Tenant Account
3. Confirm Login as Sub-Tenant
4. Take appropriate action in Sub-Tenant account
5. Logout of Sub-Tenant account

Access Manage Sub-Tenants

- Select **Administration** on the left toolbar
- Select **Manage Sub-Tenants** under **Access Configuration**

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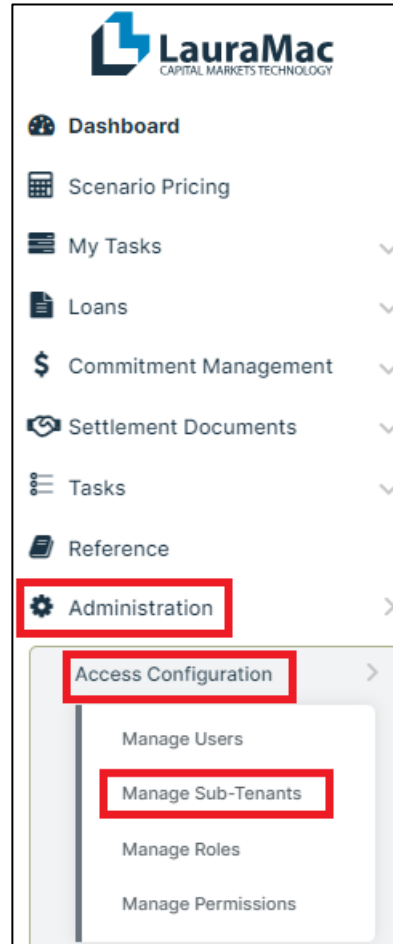
Login as Sub-Tenant

- Select the **Login** icon
- Select the **Login As Sub-Tenant** button
- Complete appropriate action in Sub-Tenant Account
- You must logout of the Sub-Tenant Account and login to your LauraMac Administrator account