

Overview

Digital verifications & validations reduce Borrower documentation requirements by digitally sourcing a borrower’s income and assets in the mello portal. Utilizing digital verifications and validations also improves cycle times by reducing the amount of time needed to gather and review documentation.

Verifications vs. Validations

Verifications	Validations
<p>Verifications are the digital sourcing of income and/or assets through a third-party vendor and are used in lieu of obtaining income and asset documentation from the Borrower.</p> <p>Digital verifications can be used for Conventional and Government transactions.</p>	<p>Digital validations only apply to Conventional loans and can be viewed on the AUS findings themselves.</p>

Digitally Validated vs. Digitally Verified/Sourced

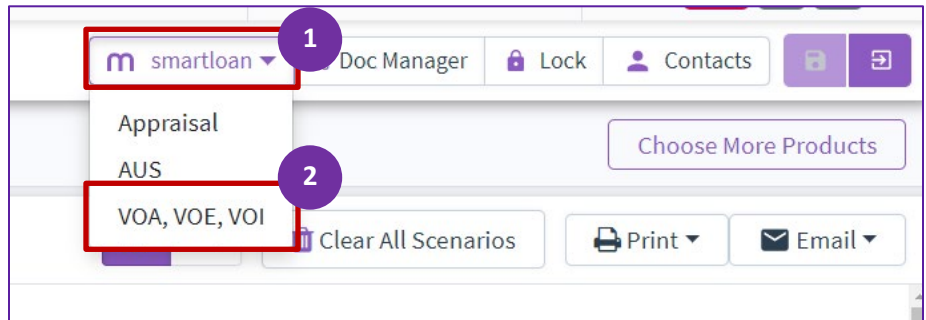
Agency	Appraisal Waivers	Income & Asset Validations	Digital Verification of Employment	Digital Verification of Assets
Conventional (Fannie/Freddie)	Acceptable- Refer to AUS Findings	Acceptable- Refer to AUS Findings	Acceptable- Refer to AUS Findings	Acceptable - Refer to AUS Findings
FHA	NA	NA	Acceptable – Refer to Digitally Sourced Verification	Acceptable - Refer to Digitally Sourced Verification
VA	NA	NA	The Work Number only; all other vendors require YTD paystub	Acceptable - Refer to Digitally Sourced Verification

Running Verifications in mello (broker portal)

Income and employment verifications are run in the mello portal, prior to running dual AUS. Borrower Asset verification invitations are also requested in mello prior to running dual AUS

To access the digital verifications interface:

1. **Click smartloan**
2. **Click VOA, VOE, or VOI**



Digital Data

The Digital Data tab allows you to run Income & Employment and send Borrower Digital Assets invitations

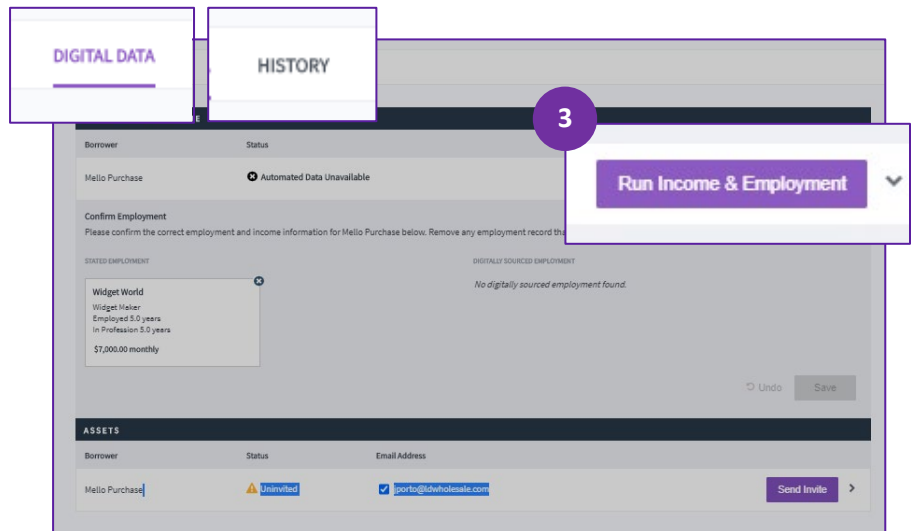
History

The History Tab allows you to view requested Employment & Income, sent Asset Invitations, and completed Asset Reports


From the digital tab:

3. **Click Run Income and Employment**

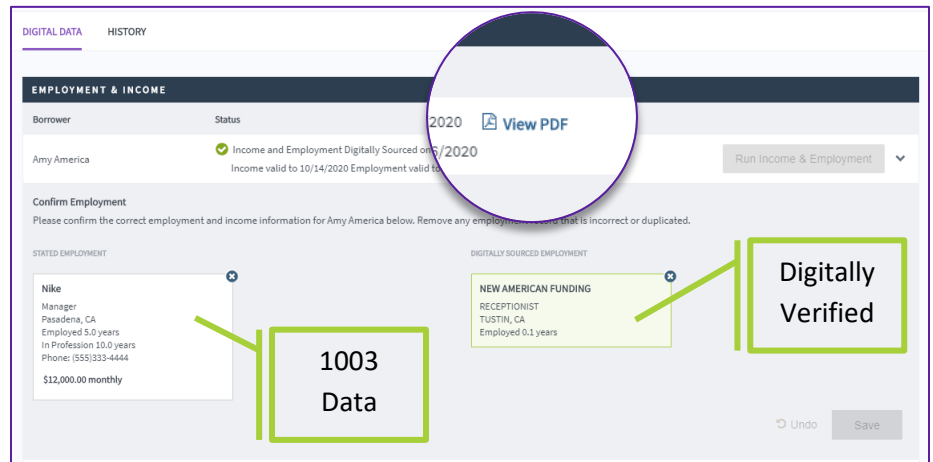
This will prompt the system to reach out to the approved third-party vendors for income and employment.



Once the income and employment have been run, you will see the 1003 data in a white box on the left and the verified data in a green box on the right

 Click View PDF to quickly view results.

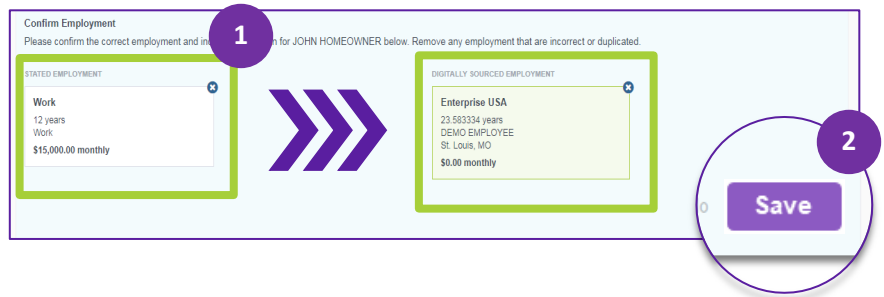
(A copy is also automatically uploaded to Doc Manager)



1. Drag and drop the 1003/white box over the digitally sourced/green box
2. **Click Save**

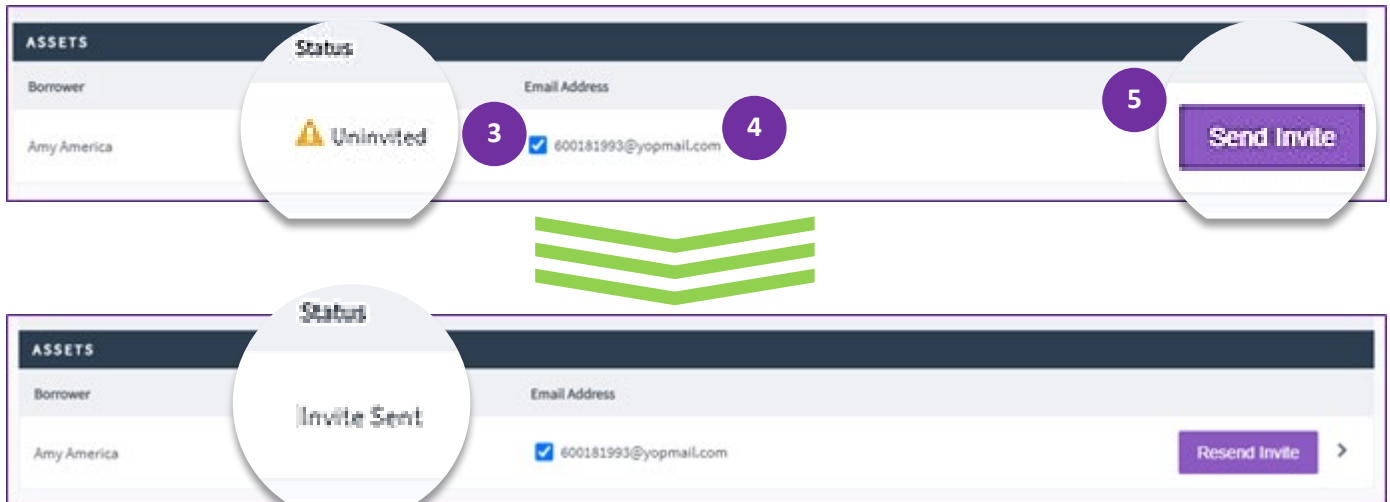
This merges the employment on the 1003 with the digitally sourced employment.

Income, phone #, and years employment will import from the 1003 while **unmerged employment will result in duplicates on the 1003**



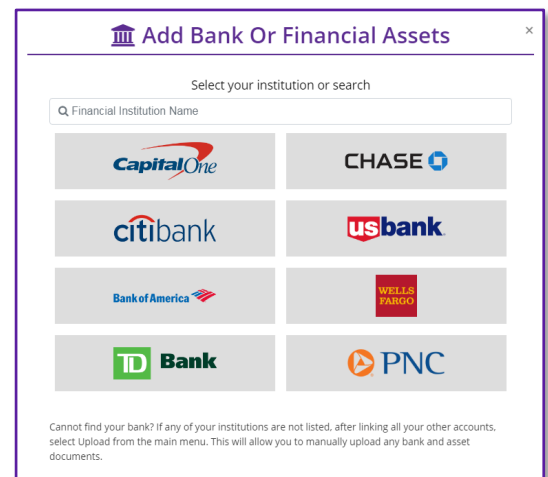
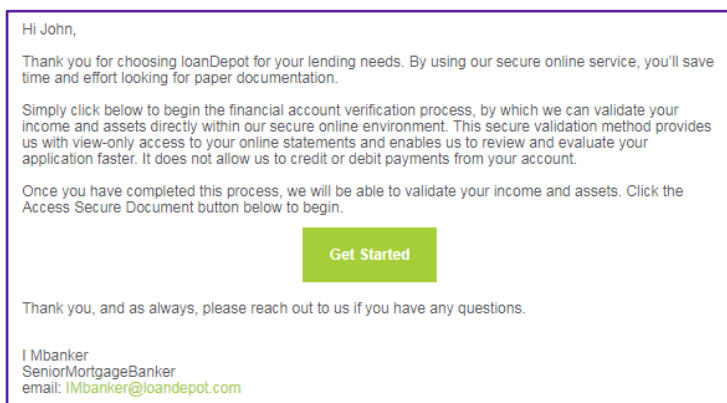
Asset Verification

3. **Confirm email address is correct** (email addresses can be updated on the Disclosures & Submission Screen)
4. Ensure box *is checked* to left of email address
5. **Click Send Invite** (The Status will update to Invite Sent after a few moments)



The borrower will receive an email directing them to a secure portal where they will add their financial institutions and enroll in Asset Verifications

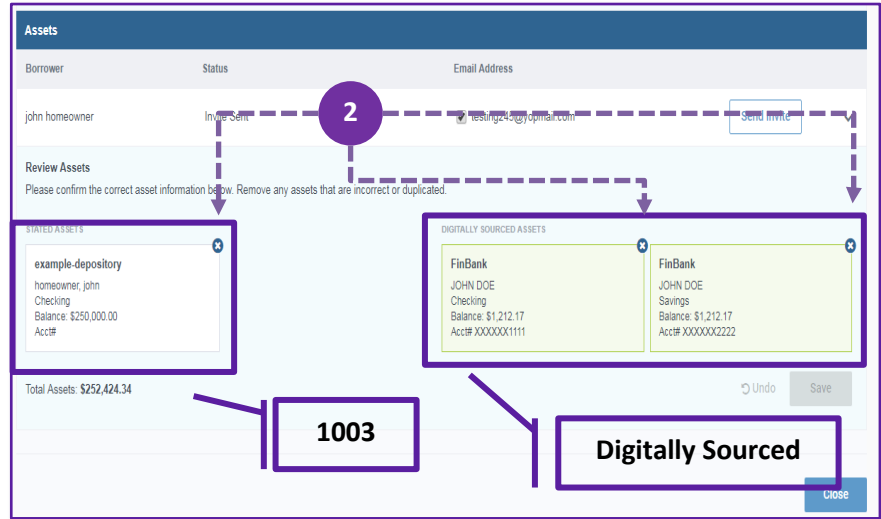
If the Borrower has multi-factor authentication set up to access their bank accounts, the digital asset verification may not work and bank statements will need to be obtained



Reviewing Digital Assets

Once the borrower completes the digital asset request, the LO and Processor will receive an email notification.

1. Review the 1003 and the Digitally Sourced Assets in the side by side comparison of assets
2. Delete any assets that are incorrect or duplicated by clicking the X and click Save



Verification of Assets Examples

Verification of Assets Report		Finicity Reports				
Report Details		Report ID: xa567e8tiewz				
John Homeowner main Beach Center, CA 92648	Report Type: Verification of Assets	Report Time Period: 06/05/2018 - 12/05/2018	Requester: LoanDepot			
Total Asset Summary (All Accounts)						
Assets						
Total Value of Assets (Current)		\$2,410.94				
Total Value of assets (2 Month average)		\$2,418.10				
Total Value of assets (6 Month average)		\$2,420.66				
Asset Summary by Account						
Financial Institution	Account Name	Account Number	Account Type	Current Balance	Beginning Balance	Average Monthly Bal.

AccountChek		AccountChek Asset Report for:	
		Information current as of: 03/29/2017 - 14:23 EDT	
		Release Key: MOCSUXC	
		Report ID: b2000076-c00c-4435-b09b-1866985ac802	
APPLICANT INFORMATION		ORDER DETAILS	
Name		Order ID	400195883-11
Email		Loan Number	
Phone Number		Days Requested	60 days
Employer		Account Refresh	90 days