

As usual, click "Request Redraw" to begin.

The screenshot shows the ppdocs,inc web application interface. The top navigation bar includes links for Casefile Manager, eDisclosure, eRecording, Setup, Internet, and Logout. A left sidebar contains a search bar and several menu items: Fee Matrix, Disclosure Matrix, Calculators, Step By Step, FAQ and Glossary, User Agreement, and Warranty. Below these is a button to 'Send P&P an instant message'.

The main content area is divided into three sections:

- Loan Information:** A table displaying loan details.

Borrower:	Conv Fixed Example
Property:	123 Easy Street, CA
Lender:	ABC Lender
Loan Number:	CONV FIXED EXAMPLE
Last Modified:	9/29/2011 11:09:29 AM
Profile:	Carrie Goff II
Template:	
Import:	ePass
- Selected Product:** A section for 'Residential Mortgage - RESPA APPLIES (New GFE and HUD-1 Format)'. It includes a description of the mortgage type and a service fee of \$0.00. Below this is a row of buttons: REQUEST REDRAW (highlighted with a red circle), EXPORT DATA, VIEW DATA, PRINT SUMMARIES, and CLONE ORDER. A second row contains CREATE TEMPLATE, SEND COPY, ARCHIVE ORDER, and FAX COVER SHEET.
- Order Status:** A table showing order details.

Order Number:	201109290068 (Cancel Order...)
Time Received:	9/29/2011 11:09:27 AM
Time Needed:	9/30/2011 6:00:00 PM
Status:	Received
Operator:	

At the bottom, there is an 'Attachments' section with a link to 'Add new attachment...'. It contains a table of existing attachments:

Attachment	Tag	Size	Date	Option
LastImport.xml	Import Source	33 KB	8/15/2011 2:20:02 PM	Delete
OrderFrm.htm	OrderForm	1 KB	9/29/2011 11:09:28 AM	
InvestorSpec.htm	Check list	1 KB	9/29/2011 11:09:28 AM	
StateSpec.htm	Check list	7 KB	9/29/2011 11:09:28 AM	
ClientSpec.htm	Check list	1 KB	9/29/2011 11:09:27 AM	

Then choose to make a Simple Request or Reopen the case.

The screenshot shows a web browser window with the ppdocs,inc logo in the top left. The browser's address bar and toolbar are visible at the top. A dark blue navigation bar contains links for Casefile Manager, eDisclosure, eRecording, Setup, Internet, and Logout. On the left side, a vertical menu lists various tools: Search, Fee Matrix, Disclosure Matrix, Calculators, Step By Step, FAQ and Glossary, User Agreement, and Warranty. The main content area is titled 'Select Redraw Option' and contains two options: 'Make a Simple Request' with the instruction 'Tell us what changed in your own words.' and 'Reopen the case' with the instruction 'Reopen the order form and go through the screens again. You will also be able to reimport data from you LOS after you reopen the case.'

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Casefile Manager eDisclosure eRecording Setup Internet Logout

Search
Fee Matrix
Disclosure Matrix
Calculators
Step By Step
FAQ and Glossary
User Agreement
Warranty

Select Redraw Option

Make a Simple Request
Tell us what changed in your own words.

Reopen the case
Reopen the order form and go through the screens again. You will also be able to reimport data from you LOS after you reopen the case.

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The Simple Request is the way you have always done redraws. Just type what you need changed in the text box, we will make the corrections and email you the new document package.

Casefile Manager

eDisclosure

eRecording

Setup

Internet

Logout

Search

Fee Matrix

Disclosure Matrix

Calculators

Step By Step

FAQ and Glossary

User Agreement

Warranty

Simple Request

In the text box below, please indicate what information about the order has changed. Click the 'Submit Redraw' button when finished. Our team of professionals will redraw your documents and send them to you as soon as possible.

Example:

Base Loan Amount = \$100,000.00

Total Loan Amount = \$110,000.00

Loan Term = 180 months

Last TIL received date:

10/1/2011

Last APR disclosed:

5.3300

Send new package to:

Has this loan already closed and funded?

Request Redraw

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If you choose to Reopen the case, you will now be able to go back into your order form and make the changes you need. This will also give us the opportunity to electronically audit the changes for compliance.

PPDocs - Loan Documentation Order Form Version 3.0 -- Webpage Dialog

https://www.ppdocs.com/Onlinesite/Weborder/OrderForm3.aspx?LoanGuid=B2537F3B9C734D0297D460D2E9957A8D

ppdocs,inc

order instructions

Borrower: Carrie Test

Property: 12344 Riverside

Loan Number: 091911

Back

Next

Order Information

Lender Information

Lender Profile

Settlement Agent

Property Information

Borrower(s)

Loan Information

Loan Detail

Federal Box Disclosure

Security Instrument Options

Escrow Information

HUD lines 100-600

HUD lines 700-800

HUD lines 900-1400

HUD vs GFE Tolerance Summary

Additional Docs & Conditions

Req. / Corrections

Assignment Information

Federal TL Disclosure

Auditor

Transmittal Info

Submit Request

Submit Request

Full Service

PeirsonPatterson, LLP will perform quality control of data based on the information entered on these order forms and provided via fax. We will select required document as well as review title commitment and survey. We will prepare your package and notify you by email when it is ready. Please be available for questions if they arise. You must at least fax the Title Commitment before we can begin working on this file. Print the fax cover sheet and send it along with the Title Commitment and Survey (if available) to the fax number indicated.

ATTENTION: You must at least fax the Title Commitment before we can begin working on this file.

We have programmed certain audits to warn the user of creating a loan that may exceed federal high cost (Section 32/HOEPA) limits, a particular state's high cost limits, or FNMA's 5% limit. Our audits are only as good as the information entered. Our closers are not responsible for determining which fees are to be included and which are not. That is the lender's responsibility. Remember, in most instances, if a fee which is usually excluded from APR calculations, such as appraisals or credit reports, is paid to the lender or to an affiliate of the lender, the fee should then be included in the calculations for high cost (State and Federal). We have made certain assumptions and may have included too many items in the calculations. You may un-flag them as needed. Also, "bona fide" discount points may be allowed in some cases. The lender can adjust the calculations to not include those.

Submit Full Service Request

Save

Close

Some orders may even qualify for self-service where you can create a new package yourself without waiting. Not all orders will qualify for self-service redraws. You must also accept additional liability to proceed.

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Casefile Manager eDisclosure eRecording Setup Internet Logout

Search
Fee Matrix
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Warranty

Self-Service Redraw

This order qualifies for self-service redraws.

Has your loan amount changed? Has your closing been pushed back a day? Have your fees to the borrower increased or decreased? Are you closing after hours and need your documents corrected? Pressed for time?

We are proud to now offer our clients the ability to do "self-service redraws" on many of our products. You now have the ability to make limited changes to your order without having to wait. Data can be corrected and amended documents can be created in seconds. **If applicable, any fee adjustments will be reflected in an amended TIL-Reg Z Disclosure!!!**

With power comes liability. PeirsonPatterson cannot be responsible for any damages resulting from the changes you make regarding matters that we normally review for you. If applicable, make sure any changes you make are also reflected in the closing instructions to the settlement agent. If you are not willing to accept this liability, then please select the NO button.

Would you like to use the Self-Service Redraw option?

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New Redraw Process

