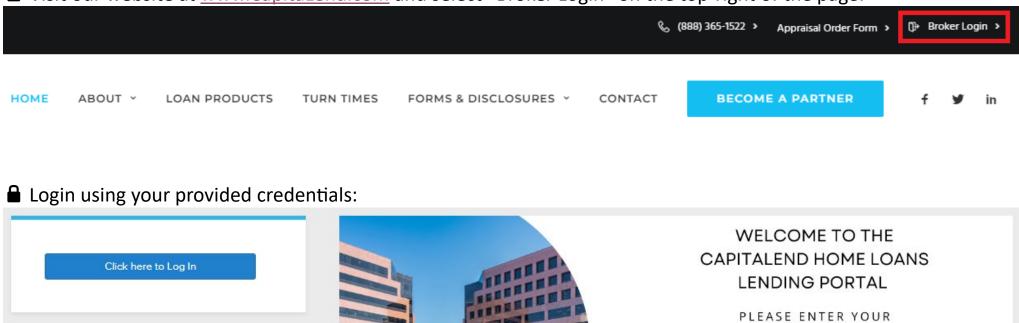
# Loan Registration & Lock Guide

☐ Visit our website at <a href="www.CapitaLend.com">www.CapitaLend.com</a> and select "Broker Login" on the top-right of the page:



CREDENTIALS TO LOG IN.

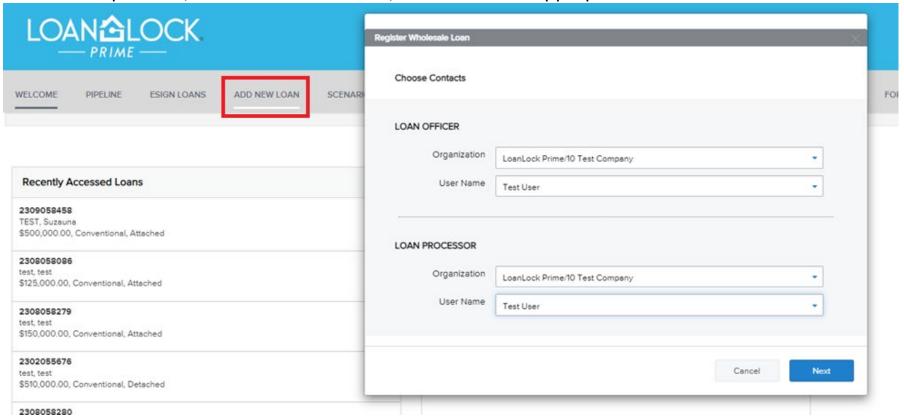
6 Hutton Centre Drive, Suite

1030, Santa Ana, CA 92707

www.capitalend.com

+888-365-1522

● On the top ribbon, select "Add New Loan", then select the appropriate Loan Officer and Loan Processor:



■ Import your 3.2 or 3.4 File:

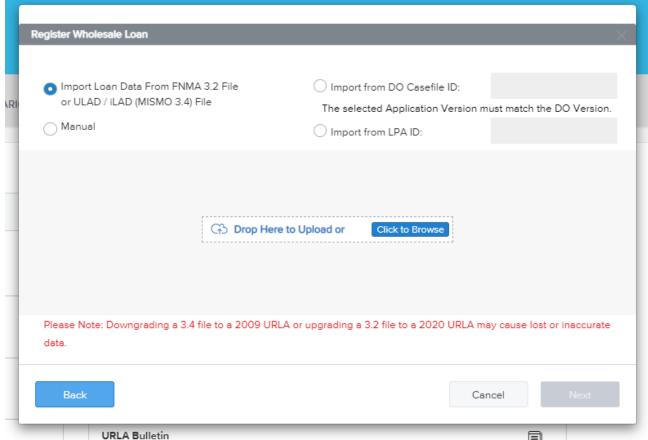
Contact Us

info@capitalend.com

855 - 671 - 5625

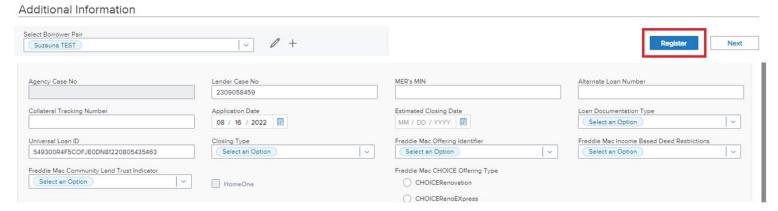
Email

Toll Free

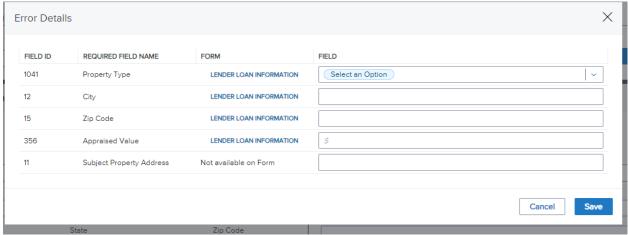


# Loan Registration & Lock Guide

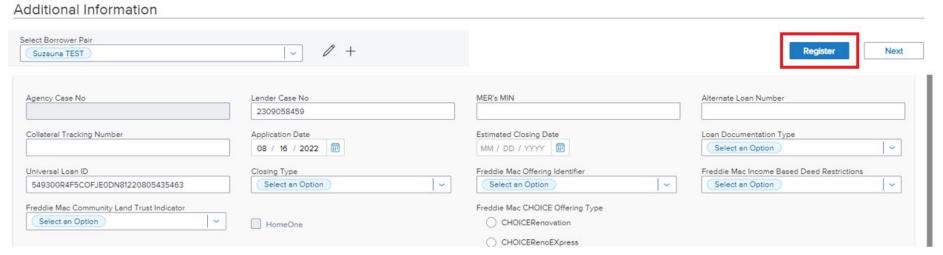
#### **△** Select Register:



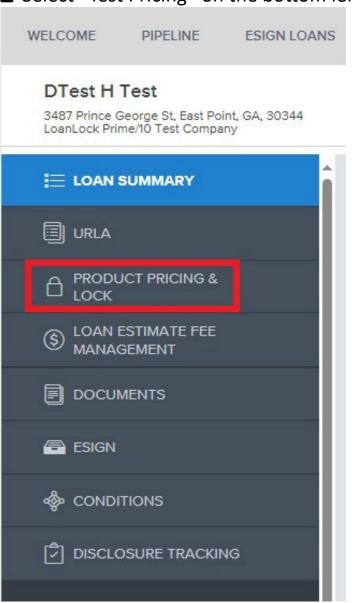
■ Complete any missing information on the following screen and save:



### ■ Select Register once more to save the loan details:



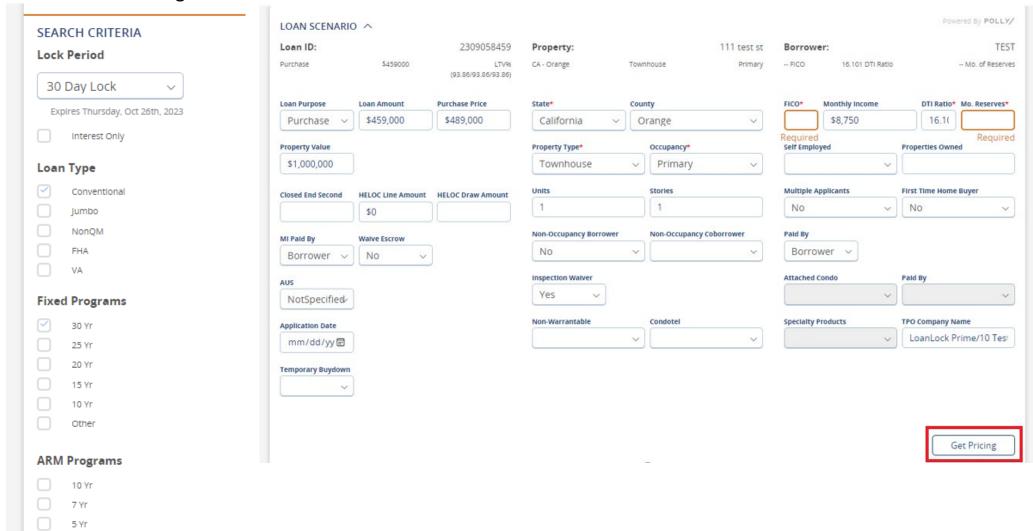
### ■ Select "Test Pricing" on the bottom left:



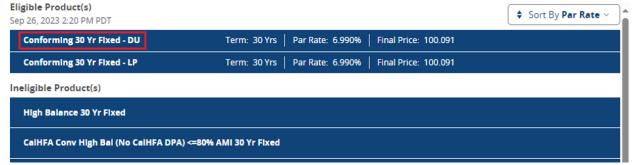
# Loan Registration & Lock Guide

- Select the applicable boxes under Search Criteria
- Verify and complete required information on the Loan Scenario Screen
- Select "Get Pricing":

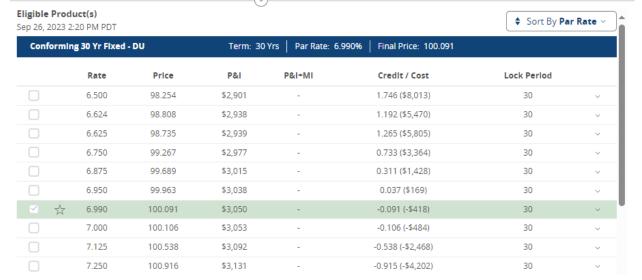
3 Yr



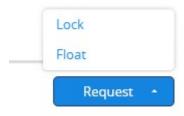
Click on the desired Eligible Program to view Rate and Pricing options:



■ Select the desired Rate you wish to register the program under:



- At the bottom of the screen, select "Request"
- To Register a loan, select "Float"
- To lock an already registered loan, select "Lock"



■ Once Complete, you will receive a confirmation that your request has been processed:



A float request was initiated on 09/26/2023 and is being processed.

#### Float Request

**Product:** Conforming 30 Yr Fixed - DU

Loan Term: 30 years
Amortization Term: 30 years
Note Rate: 6.990
Lock Period: 30 Days
Final Price: 100.091