

HOW TO EXTEND A RATE LOCK

1.) Log into Mortgage Machine

Click n' Close, Inc.

Welcome, Guest | Support



With Click n' Close™ you can:

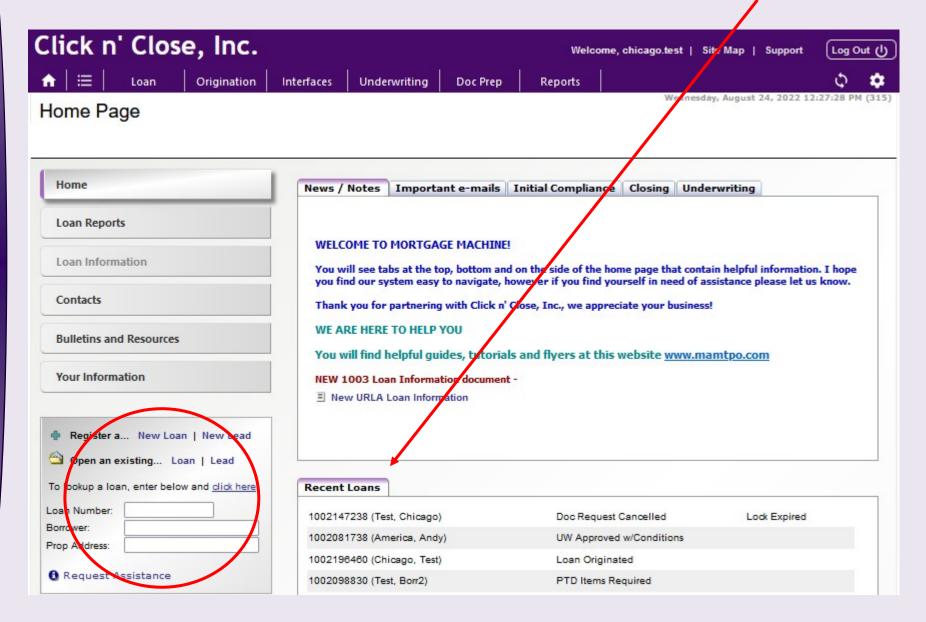
- Register New Loans
- · View Product and Pricing Information
- Lock Your Loans
- Submit Loan Documentation
- Request Closing Documents
- View Current Underwriting and Loan Status
- Obtain Pipeline Reports

For more information, visit Click n' Close

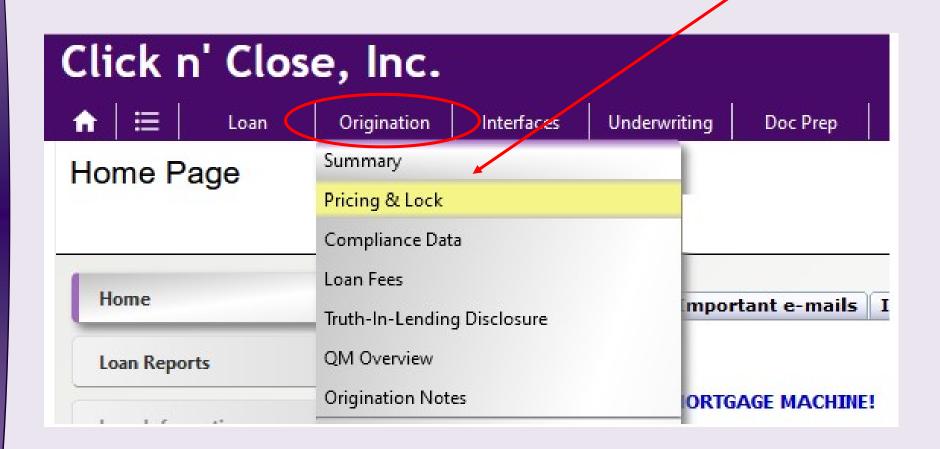
Click here to request a user account.

User Name	
Password	
Enter Password	
Remember me on this com	puter
Secure Login	Forgot User Name?
Scourc Login	Forgot Password?

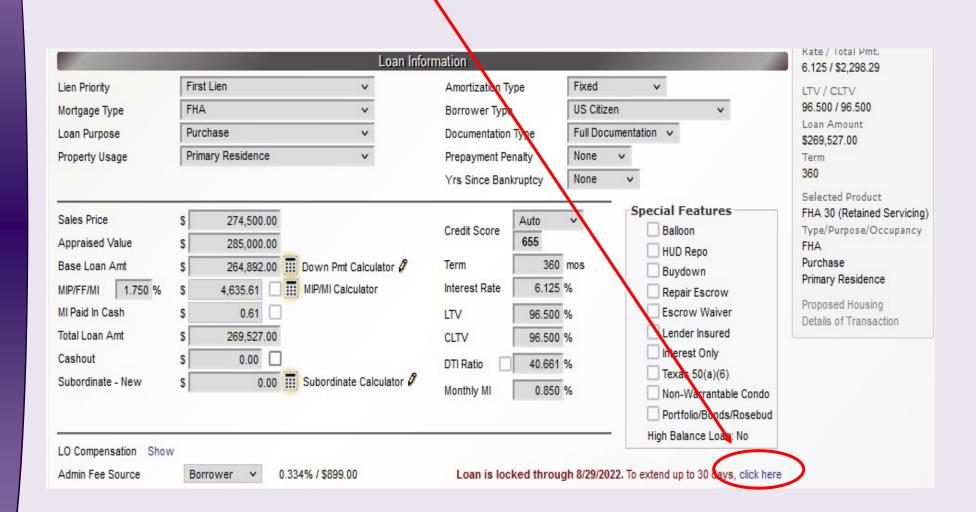
You can enter your loan # or perform a loan lookup to find your loan. (Perhaps it is within your "Recent Loans")



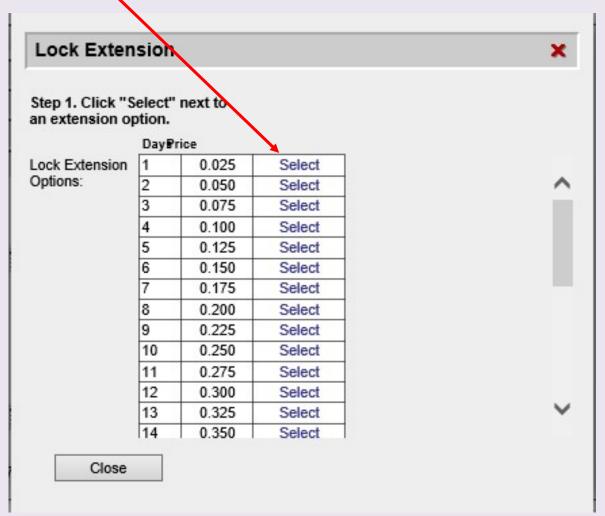
When the file is open and says "Active Loan" (green box) - click the Origination tab to get to "Pricing & Lock."



Scroll toward the bottom of the Pricing & Lock screen page to see "click here" for a lock extension.



Click on the "Select" link for the amount of days you need to extend the rate lock.



After clicking, a pop-up will appear asking you if you're sure you wish to extend. A confirmation will be e-mailed to you and/or you can find one on the home loan page.