

Ordering Flood Certification

This document will show you how to order a flood certification through Lending QB. Its purpose is not intended to provide detailed instructions on any other process.

Step 1:

From the settlement service work sheet (SSW), CLICK Order New Product.

Example

Edit
[Printer-friendly version](#)

Worksheet #: 63464 [Need to send to a lender?](#)

Loan #: 2016010058 **Address:** 854 GRINDSTONE DR, ANTHILL, MO 65488

Borrower: MELINDA TESTCASE **Property:**

Co-Borrower:

Order New Product

[Import Existing Product](#)

--Select a doc type--

Export to LOS

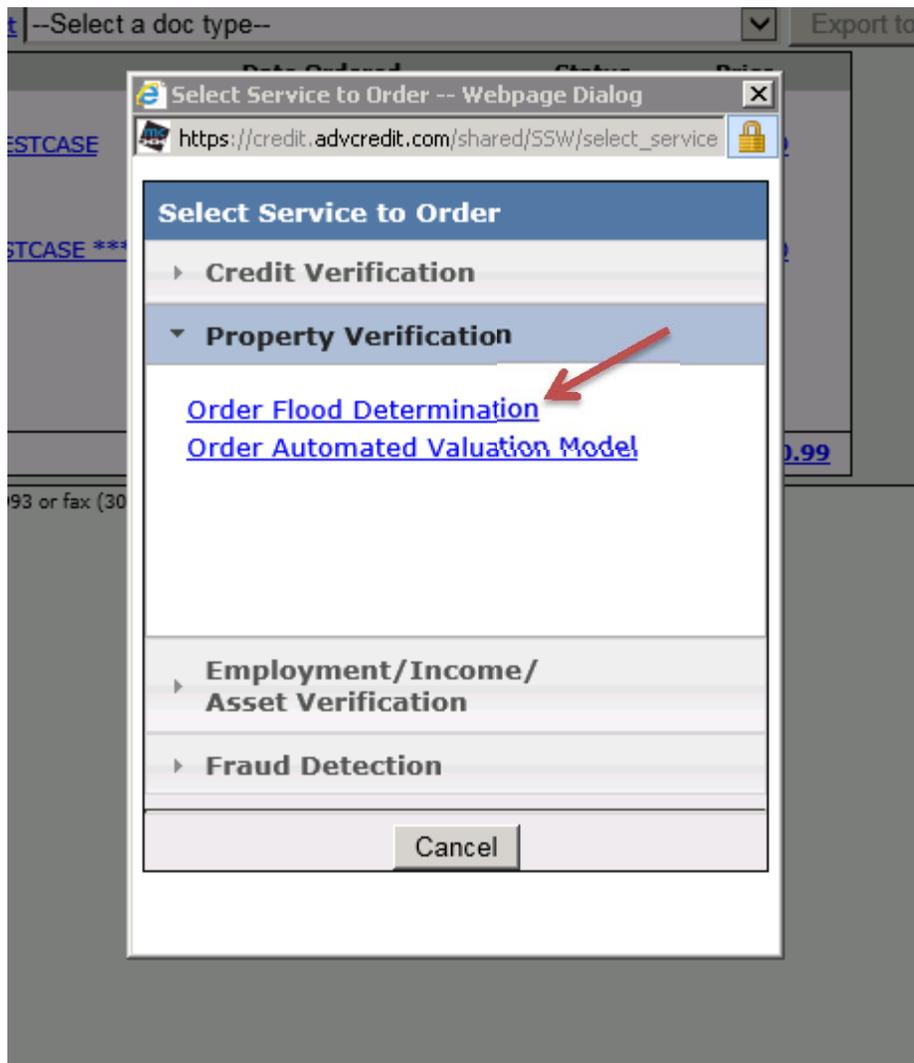
<input type="checkbox"/> Service	Date Ordered	Status	Price
CREDIT REPORT			
<input type="checkbox"/> view remove 3122764: MELINDA TESTCASE	01/14/16 03:34:10 PM	XP/TU/EF	\$0.99
UNDISCLOSED DEBT NOTIFICATIONS			
IDENTITY VERIFICATION			
<input type="checkbox"/> view remove 247779: MELINDA TESTCASE *****0010	01/14/16 03:34:11 PM	INSTANTID	\$0.00
FLOOD REPORT			
AVM REPORT			
TAX RETURN VERIFICATION			
BUSINESS CREDIT REPORT			
VERIFICATION OF EMPLOYMENT			
VERIFICATION OF DEPOSIT			
TOTAL:			\$0.99

Contact Advantage Credit: call (303) 670-7993 or fax (303) 670-8067
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Step 2:

A new window will appear and display the additional products that can be ordered. Under Property Verification, CLICK Order Flood Determination.

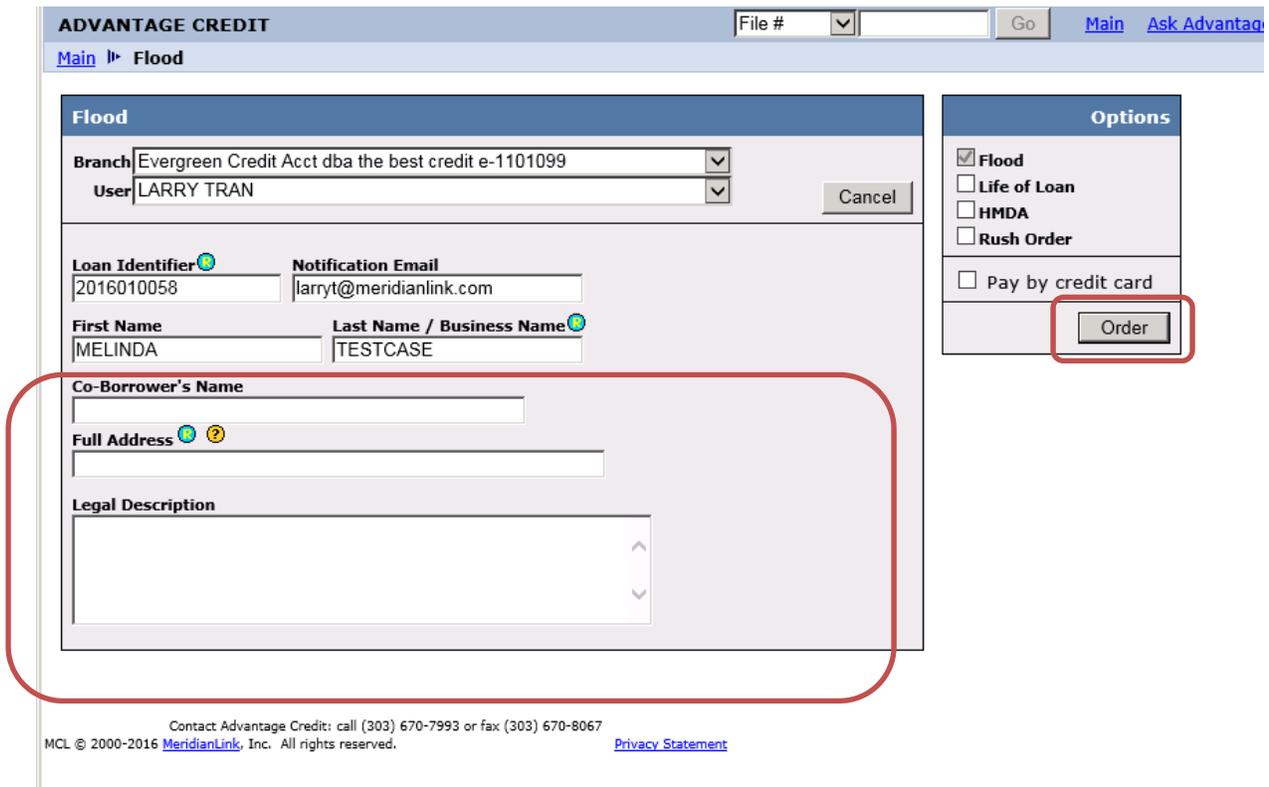
Example



Step 3:

A new window will appear. Complete all required fields and enter property address. Select appropriate Options (e.g. Flood, Life of Loan, HMDA or Rush). When completed CLICK Order button.

Example



ADVANTAGE CREDIT File # Go [Main](#) [Ask Advanta](#)

[Main](#) ▶ **Flood**

Flood

Branch: Evergreen Credit Acct dba the best credit e-1101099
User: LARRY TRAN

Loan Identifier: 2016010058 Notification Email: larryt@meridianlink.com

First Name: MELINDA Last Name / Business Name: TESTCASE

Co-Borrower's Name:

Full Address:

Legal Description:

Options

Flood
 Life of Loan
 HMDA
 Rush Order
 Pay by credit card

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