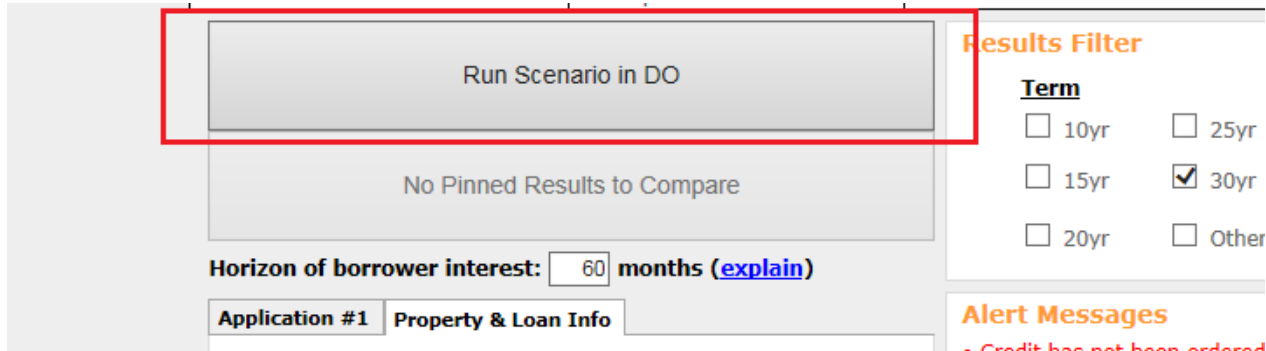


## Broker Portal Instructions:

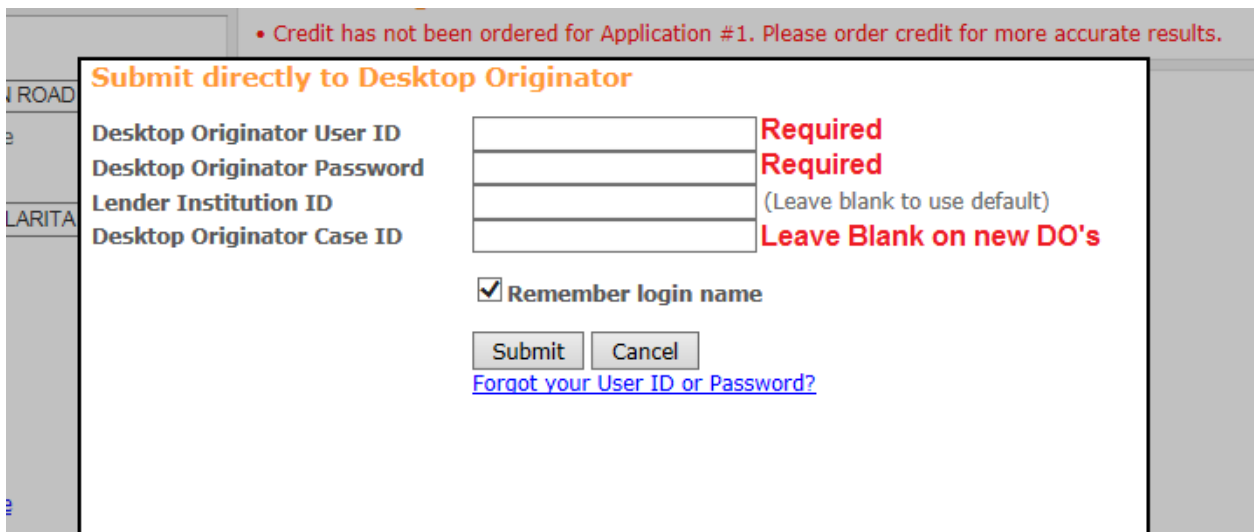
### Submitting the Final DO Approval to Mega Capital Funding

Note: Brokers must be sponsored by Mega capital funding before submitting Final Approval Findings to us.

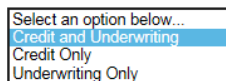
Step #1. Click "Run Scenario in DO" in Pricemyloan's Loan Pricer screen



Step #2. Enter your Login/ Password to DO.  
(Leave the Lender ID and DO ID Black for new DO Findings)



Step #3. Select "Credit and Underwriting" and link the DO to the credit report



Step #4. Under the drop down Select a submission option, select "Mega Capital funding"

**1. Select a submission option.**

In the list below, select Preliminary Findings (to get findings for a conventional loan prior to submitting to a lender) or select a sponsoring lender. To access the Multi-product tool, select a submission option that begins with an asterisk (\*).

MEGA CAPITAL FUNDING INC

**2. Select a single product or multiple products.**

With one submission, you can receive either a single findings report based on one loan product or multiple reports based on different loan products.

In the list below, select Single Product or Multiple Products.

**3. Select a product.**

Interim  Final **Select "Final"**

Step #5. Click Update and have all 3 boxes selected (this will send the DO findings into the system)

**Casefile Status Summary**

Case ID	1313505758
Last Underwriting Date	9/28/2016 3:07:37 AM EDT
Underwriting Recommendation	
Underwriting Status	Submitted
Underwriting Submission Type	--
Desktop Originator Submission Status	
Product Name	
Date of Last Change to the Loan	9/28/2016 3:07:37 AM EDT
Status of Credit Reports	complete

**Update this loan with the following information from DO:**

- 1003 Data
- DU Findings **All 3 boxes must be selected**
- Credit Report

**Click "Update".**