

HOW-TO GUIDE



Ordering SSA-89's Through Encompass Partner Connect



Birchwood
CREDIT SERVICES, INC.

Ordering SSA-89's Through Encompass Partner Connect

Step One: Select **Order Verifications**.

Step Two: Select **SSA89**.

Forms Tools Services

- » Order Flood Certification
- » Order Title & Closing
- » Order Doc Preparation
- » Register MERS
- » Order AVM
- » Order Mortgage Insurance
- » Order Fraud/Audit Services
- » Request HMDA Management
- » Order Additional Services
- » **Order Verifications**
- » Submit Investors
- » Submit Warehouse Lenders
- » Submit Due Diligence
- » Submit Servicing
- » View My Custom Links

Show in Alpha Order

Verifications

My Providers All Providers

Select a provider and click Submit.

Birchwood Credit VOE	Partner Connect
Birchwood Credit SSA89	Partner Connect
Birchwood Credit 4506-C	Partner Connect

Step Three: Select **Yes** for electronically signed or **No** for wet signed.

Home Pipeline Loan Trades Contacts Dashboard Reports

Services

SSA 89

Branch: BCS TEST-999BCSTEST

User: CECE CURRIER TE

Reference # 1901EM000002 | Email Notification: cindic@birchwoodcreditservices.com

BORROWER INFORMATION

First Name	Middle Name	Last Name	Suffix	SSN	DOB	Home Phone
Marisol	L	Testcase		000-00-0001	05/27/1981	

Document was electronically signed?

Yes

No

Upload Signed SSA 89 Form (PDF File smaller than 2MB) | Download SSA 89 Form

Choose File No file chosen

Contact Birchwood Credit Services: call (800) 910-0015 or fax (800) 785-0017

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Step Four: Upload the form and place your order.

