Swapping Applicants on the Client Side

View the file in either location, must be in the WEB view

						View 1	Invoice	ose			
FILE #: 49 APPLICANT: CO-BOR:	15596 DAVID MARIS	C TESTCASE - *	****0002 *****000	RE F	= #: XP: XP:	668 TU: 6 745 TU: 7	58 EF: 66 41 EF: 74	3	• <u>WEB</u> / <u>PDF</u> / • <u>Prequal Analy</u>	s	
ADDR:	220 LO	DCUST AVE, ANTH	HILL, MO 65	488							AD
Requests H	isto	Account	Latest Mer	sage	Ordered	d Resolv	ed Statı	v	Wayfinder What-If Simul Comparison R Request Supp	lator leport lement	
		**	* NO RECO	RDS FOUND	***				<u>Request REPO</u>	SITORY UPDATE	
Documents Description					Date				<u>Request RMCF</u> <u>Request VOE</u> <u>Add Bureaus</u> /	Spouse 2	
Jpload Born	wer	** Authorization	* NO RECO	RDS FOUND	***				 <u>Undisclosed D</u> <u>Liens and Jud</u> <u>Liens and Jud</u> 	<u>ebt Notifications</u> <u>gments Report (E</u> <u>gments Report (C</u>	Borro
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Bureau	For	Date	OK	Ordered B	У	E	rror Messag	e			UN
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EQUIFAX	C	10/24/22 6:19	AM YES	BRANCH 2							
	P	10/24/22 6:19	AM VEC	BRANCH 2							
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		Close	ed Loan A	djustmen	t Mal	ke Credit C	ard Payme	nt	 <u>ID Verification</u> <u>Tax Transcript</u> 	1	

Once the file opens, you will select Swap Applicants from the upper right hand corner.

Birchwood	Share Swap Applicants, Clos
Borrower: DAVID C TESTCASE Coborrower: MARISOL L TESTCASE Address: 220 LOCUST AVE City, State, ZIP: ANTHILL, MO 65488	Social Security Number: XXX-XX-0002 Social Security Number: XXX-XX-0001 Telephone Number: Not Provided
♥ No Fraud Alert on File ♥ No Active Duty Alert on File ♥ No Notice of Credit Freeze on File	 ✓ No SSN Alert on File ✓ No Address Alert on File ✓ No Other Alert on File
SSN Check: PASSED Verified SSN with external information sources Verified SSN is consistent with Personal identifying inform	ation
Address Alerts Address Check: PASSED Verified Address with external information sources Verified Address against known fraudulent activity Verified Address against commonly associated fraudulent.	activity indicators
Other Alerts Additional Alerts Check: No Additional Alerts Found	
Nachimer: The above identified risk messages, alers, and data are aggregated from orectors, or statoases including Experian File One and the Social Executly Administration DeamAstate and Un- ternative and the state of the File File Advantation of the Social Execution Social Advantations (in the Social Execution Social Advantations) and and the messane. The product is interfield for the specific commercial use of the externation and may not	tat repositories, and other public sources including Experient Franc Sheet. Social Security Number werket against multiple saurore database. Reposing loware and weaks on representation or warranty as to the accuracy or complianees of this and in this addediment and the and to Salemannee. The credit worthness nor oxidy relied upon to establish the dentity of a service frame database.

Contact Birchwood Phone: 800.910.0015 | Fax: 800.785.0017 LearnAbout@birchwoodcreditservices.com www.birchwoodcreditservices.com



Swapping Applicants on the Client Side

Cofirnmation box will pop up. Select Ok.



Once processing is complete, it will open the new file, showing the applicants have been swapped. Scroll down to obtain the new file number.

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Swapping Applicants on the Client Side

Use the new file number to access the new file with applicants swapped. You will know you are in the right file when you see Swap Applicants at the bottom under Charges.

FILE #: 49 APPLICANT: CO-BOR:	51039 MARIS DAVID	OL L TESTCASE	***000	REF #	XP: 745 XP: 668	TU: TU:	741 EF: 1 658 EF: 1	743	•	WEB / PDF / Prequal Analyzer Other Reports V
ADDR: PREV:	220 LC	CUST AVE, ANTHILI	., MO 65	5488						ADD-ON PRODUCTS
Requests F Type Proce	listo: ssor	Y Account Lat	test Me	ssage 0 RDS FOUND **	ordered	Resol	ved Sta	v itus	•	Wayfinder What-If Simulator Comparison Report Request Supplement Request REPOSITORY UPDATE
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Description	,				Data					Add Bureaus/Spouse 2
bescription		*** N	O RECO	RDS FOUND **	**				•	Undisclosed Debt Notifications
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Submissio	1 Res	Date	OK	Ordered By		_	Error Marr	200		LINMERCE REPORT
EXPERIAN	C	10/24/22 6:20 AM	YES	BRANCH 2		_	LITOI MESS	aye		
TRANSUNION	c	10/24/22 6:20 AM	YES	BRANCH 2						BORROWER
EOUIFAX	в	10/24/22 6:19 AM	YES	BRANCH 2		_				CO-BORROWER
TRANSUNION	В	10/24/22 6:19 AM	YES	BRANCH 2						Z EXPERIAN
EQUIFAX	С	10/24/22 6:19 AM	YES	BRANCH 2		_				TRANSUNION
EXPERIAN	В	10/24/22 6:19 AM	YES	BRANCH 2						EQUIEAX
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Charges										Web OPDF View
Date		Description			Credit		Charge			
10/28/2022		SWAP APPLICA	NTS			\$0.00 Tax	5	\$0.00 \$0.00		ADDITIONAL PRODUCTS Automated Valuation
					_	Tota		\$0.00	•	Flood Determination
		Closed	Loan A	djustment	Make C	redit	Card Payr	nent	•	Packaged Report
										Tax Transcript
										Verification of Deposit/Assets
Conta	t Birch	wood Credit Services: ca	ill (800) 9	910-0015 or fax (8	300) 785-0017	7				

If an original file has already been swapped, you will receive an error.



If you are in a file that has already been swapped, you will not have the Swap Applicants button available.

Swapping the applicants will copy the same loan/reference number to the new file number.

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