ComplianceOne® and Vanceo® Mortgage Uniform Closing Dataset

Date March 2020

File ComplianceOne and Vanceo mortgage Uniform Closing Dataset

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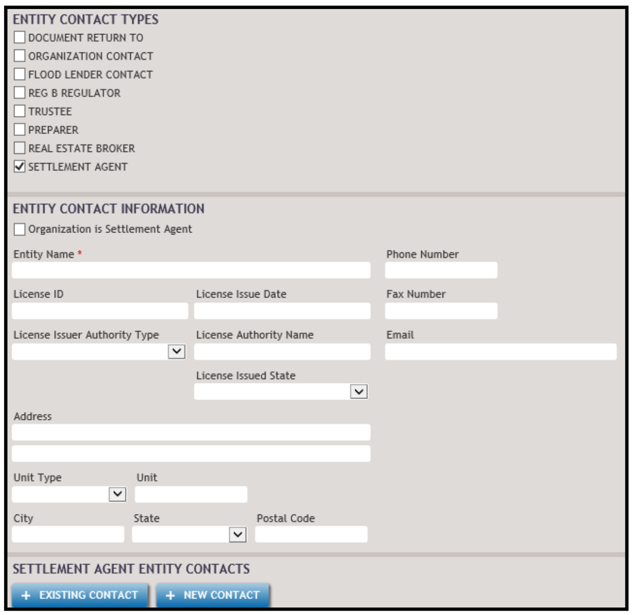
Content

Administration > Uniform Closing Dataset (UCD)

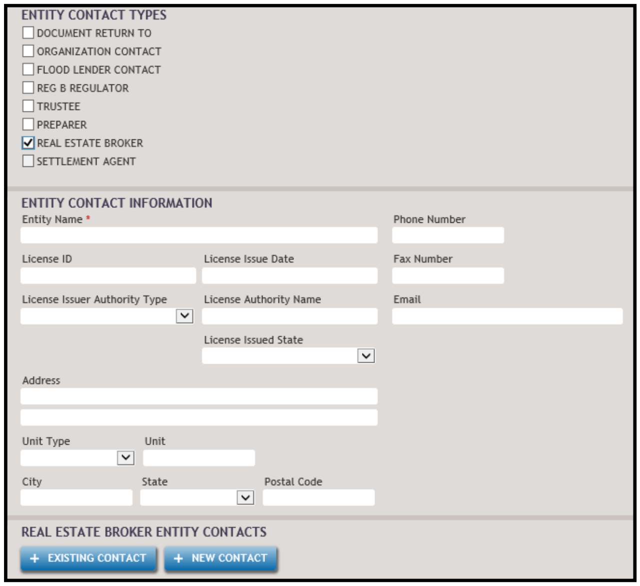
This guide assumes that you have knowledge of navigation and using ComplianceOne/Vanceo mortgage. This guide will focus on screens and fields that are applicable for UCD only.

- The fields discussed in the guide will only be in the MISMO 3.3 XML and will not appear on any documents.

1. In Administration, on the **Contacts** page, select **Settlement Agent** (s) from your list, if applicable.
2. Fields to be entered:
   - License Issue Date (optional)
   - License Issuer Authority Type (optional)
   - License Authority Name (required if the party has a state issued license)
   - License Issued State
   - Unit Type and Unit Number (if applicable)



3. Save the **Settlement Agent** and repeat for each Settlement Agent.
4. In Administration, on the **Contacts** page, select **Real Estate Brokers**, if applicable.
5. Fields to be entered:
   - License Issue Date (optional)
   - License Issuer Authority Type (optional)
   - License Authority Name (required if the party has a state issued license)
   - License Issued State
   - Unit Type and Unit Number (if applicable)

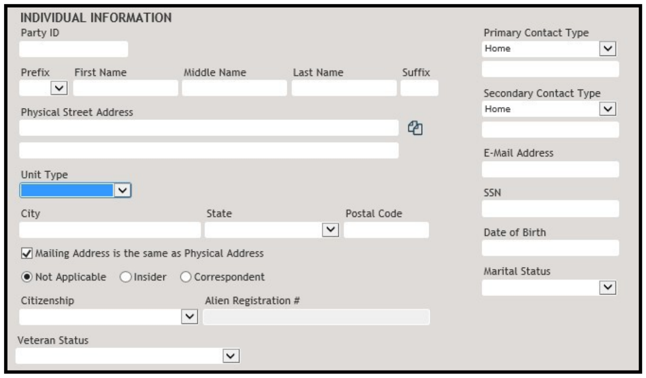


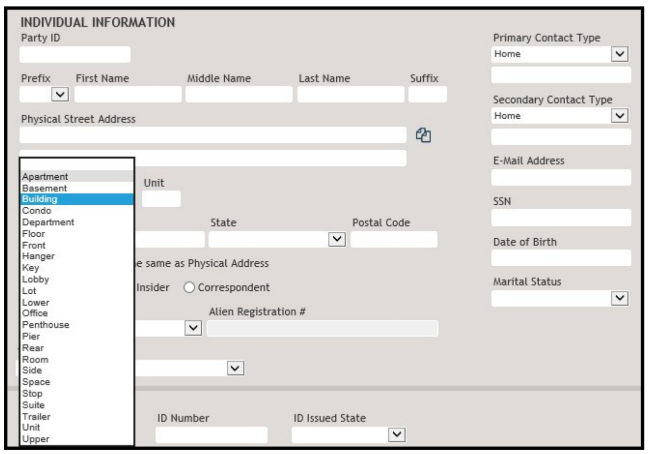
6. Save the **Real Estate Broker** and repeat for each Real Estate Broker.

Loan Transaction> Uniform Closing Dataset (UCD)

This guide assumes that you have knowledge of navigation and using ComplianceOne mortgage. This guide will focus on screens and fields that are applicable for UCD only.

1. On the **Parties** page the fields specifically for UCD are **Unit Type** and **Unit Number**. If Unit Type is selected a drop down for Unit type will be available.

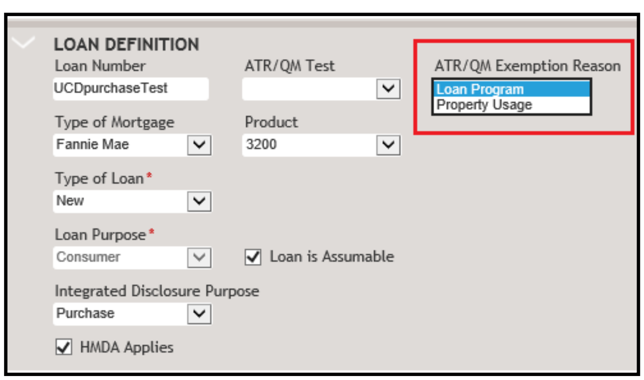




A. **Unit type** and **Unit Number** are required for Borrowers, Sellers, Collateral Owners and Additional Signatures.

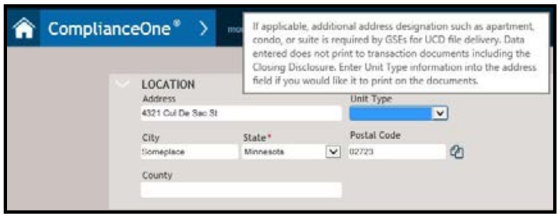
> If applicable, the identifier associated with the Unit Type is required by GSEs for UCD file delivery. Data entered does not print to transaction documents including the Closing Disclosure. Enter Unit information into the address field if you would like it to print on the documents.

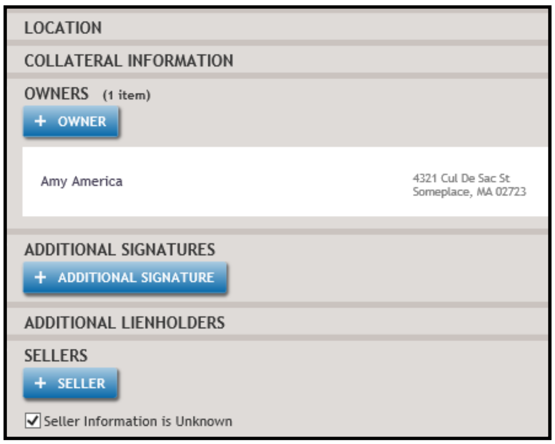
2. On the Loan Definition page complete **ATR/QM Exemption Reason**. (OnLine help has additional information on this field)



3. On the **Collateral** page the fields specifically for UCD are **Unit Type** and **Unit Number**. If Unit Type is selected a drop down for Unit type will be available.

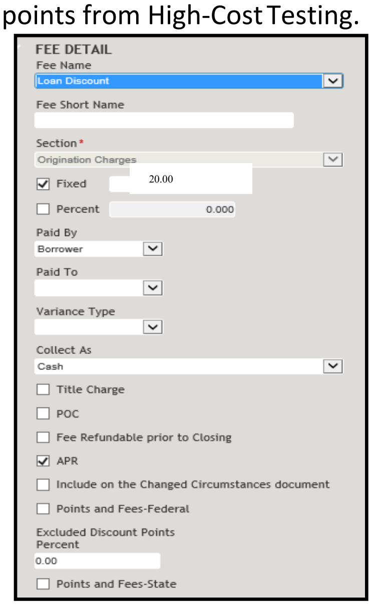
   - **Unit Type** and **Unit Number** are found in the following subsections: Location, and for each Owner, Additional Signer and Seller.



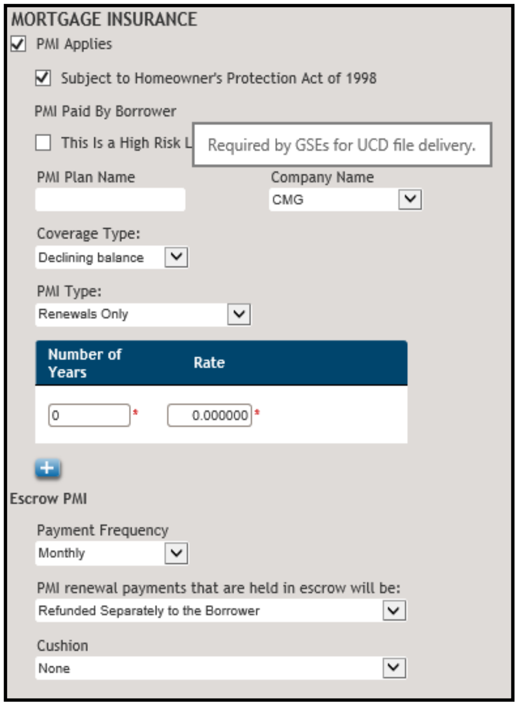


4. On the **Calculations** Page the following fields, if applicable to the transaction are specifically for UCD.

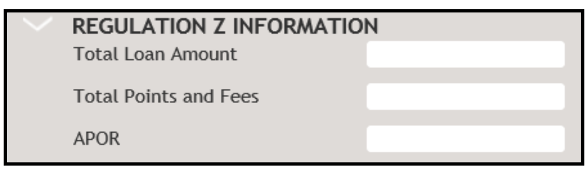
   - **Loan Discount Fee** - a percentage of Excluded Discount Points if Loan Discount Points were charged but the lender had a permissible reason to exempt a percentage of the Loan Discount points from High-Cost Testing.



- **PMI the “Company Name**” dropdown which contains preset selections. An “Other” option is visible if needed.



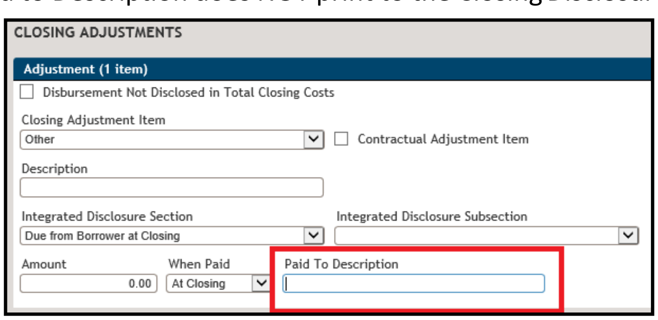
- **Regulation Z Information** accordion is visible for accounts who are licensed for UCD but not licensed for WizSentinel. These three fields need to be manually completed.



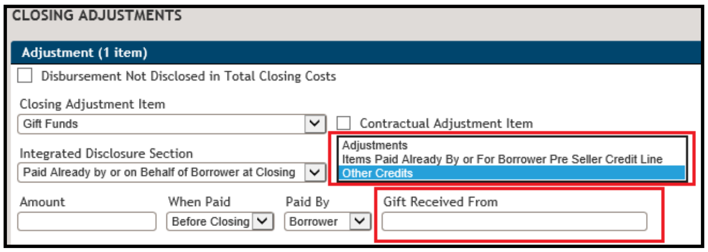
5. On the **Closing Disclosure** Page (Standard Closing Disclosure) if applicable to the transaction.

    - If applicable to the transaction, Paid To Description field is visible when the following conditions are met:

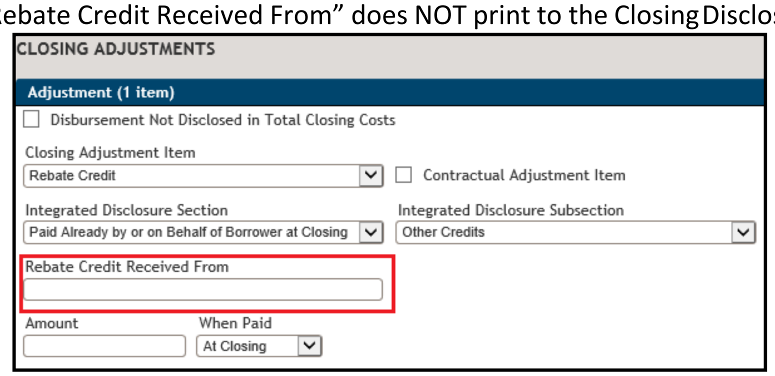
        - Integrated Disclosure Section selection is Due from Borrower at Closing
        - Integrated Disclosure Subsection is blank
        - Contractual Adjustment Item is not selected
        - If any of the settings above have not been met then the Paid to Description field will not be visible
        - Paid to Description does NOT print to the Closing Disclosure



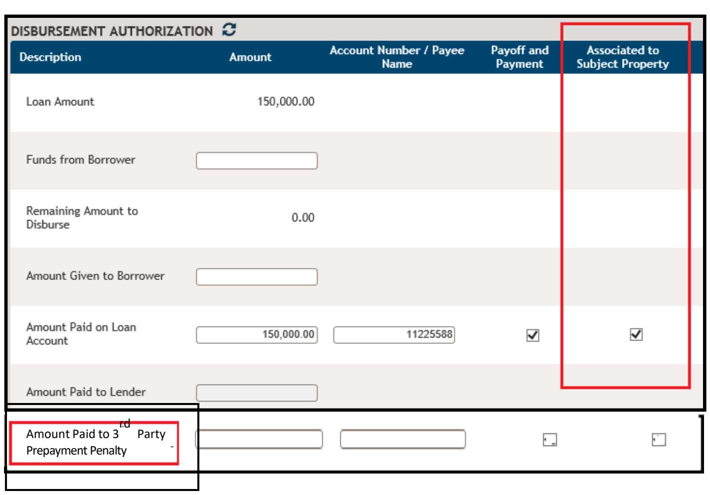
- If applicable to the transaction, **Gift Received** From field is visible when the following conditions are met:
    - o Closing Adjustment Item selection is Gift Funds
    - o Integrated Disclosure Section is Paid Already by or on Behalf of Borrower at Closing
    - o Integrated Disclosure Subsection is Other Credits or Adjustments
    - o If any of the settings above have not been met then the Gift Received From field will not be visible
    - o Gift Received From does NOT print to the Closing Disclosure



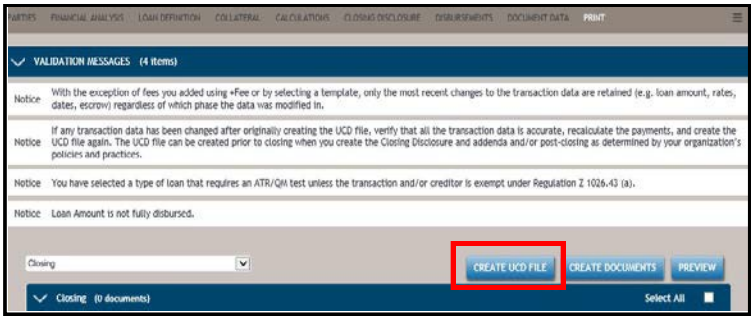
- If applicable to the transaction, **Rebate Credit Received** From field is visible when the following conditions are met:
    - o Closing Adjustment Item is Rebate Credit
    - o Integrated Disclosure Section selection is Paid Already by or on Behalf of Borrower at Closing
    - o Integrated Disclosure Subsection is Other Credits
    - o If any of the settings above have not been met then the "Rebate Credit Received From" will not be visible
    - o "Rebate Credit Received From" does NOT print to the Closing Disclosure



6. **Disbursements** Page (Alternative Closing Disclosure only)
    - Added Column, Associated to Subject Property
    - Added row, Amount Paid to 3rd Party Prepayment Penalty, if applicable to the transaction.



7. Print Page, new button, Create UCD file.



- Will transform the TXN XML into MISMO 3.3XML and embed a PDF of the Closing Disclosure.
- This file can be saved wherever the user desires. This is similar functionality to the ULDD interface.
- File name convention:
  - Fannie Mae allows a 28 character limit
  - Freddie allows up to 100 character limit
  - Supported naming convention as UCD_loannumber.xml. The UCD and the underscore along with the xml do count in the 28 character limit. If the loan number exceeds the limit then the loan number will be truncated.