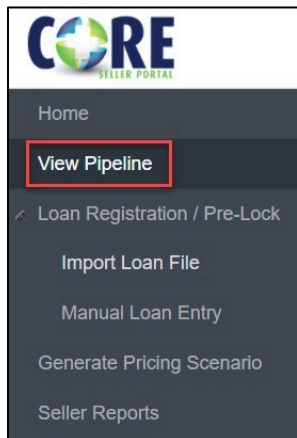


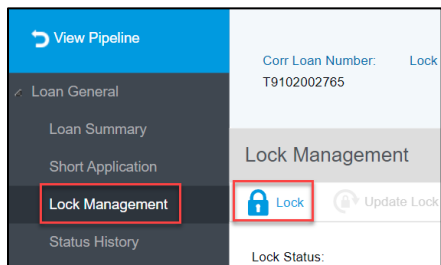
Lock a Registered Loan - OB

THE LOAN MUST BE REGISTERED IN CORE PRIOR TO APPLYING A RATE LOCK.

- Select **View Pipeline** from the **Home** page.



- Locate the loan in the **Pipeline** and double click the **Seller Loan Number**.
- Select **LOCK MANAGEMENT*** from the Navigation Tree.



- Click **Padlock** icon with the lock label.
- Review the information on the **Lock Management** screen and complete all the required fields designated with a red asterisk (*).
- **Note:** For High Balance loan programs, select the Conforming Pricing tier.
- Click **Price** and review the PRICING/ADJUSTMENTS.
- Click **Lock** and then **Confirm**.

*The *Lock Management* feature is only be available based on user access level.