

# **How to upload the .XML file**

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FirstHome 4.250%

HomeAgain 4.625%

Score 4.875%

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© Utah Housing Corporation | 2479 South Lake Park Blvd. | West Valley City, Utah 84120  
Main 801.902.8200 | Servicing 800.344.0452 | Toll Free 800.284.6950  
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Lender Login to be redirected to the login page.' Below this is a table of interest rates: 'FirstHome 3.780%', 'HomeAgain 4.000%', 'Score 4.750%', and 'NoMI 4.750%'. A section titled 'UHC is reviewing:' shows 'New Loan Submissions received on 02-02-2015' and 'Pre-Purchase Conditions received on 02-02-2015'."/>

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Lenders

FirstHome	HomeAgain	Score	NoMI
<b>3.780%</b>	<b>4.000%</b>	<b>4.750%</b>	<b>4.750%</b>

UHC is reviewing:

New Loan Submissions received on 02-02-2015  
Pre-Purchase Conditions received on 02-02-2015



IP address logged: 192.168.10.71

### Lender Login

Username:

Password:

Log in using the username and password that has been provided to you by your company's administrator. If you do not have a login and password, please contact your company's administrator to set one up. (Please note that the username and password is **NOT** the same username and password as the one that is used log into the UHC Portal).

By using this website you agree to our [terms and conditions](#).

[sign in](#)

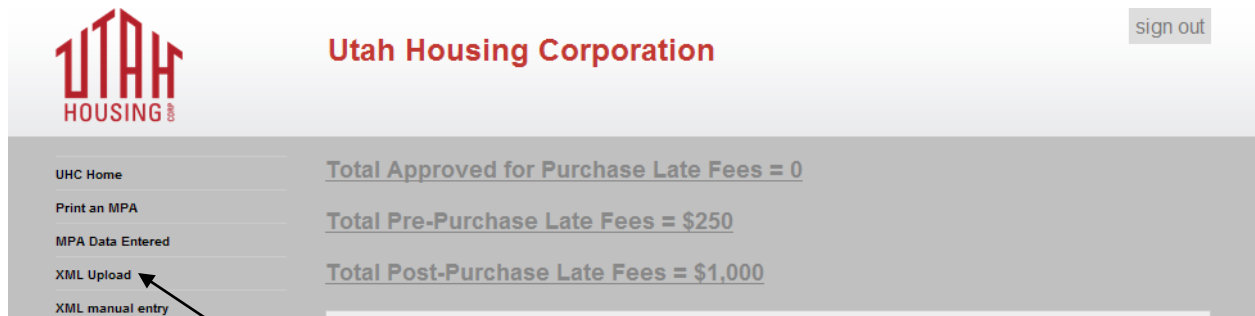
[Requirements to be a Participating Lender](#)

**UHC is reviewing:**

- New Loan Submissions received on 08-05-2013
- Pre-Purchase Conditions received on 08-05-2013
- Post-Purchase Conditions received on 07-16-2013

Please see next page

Once logged in:

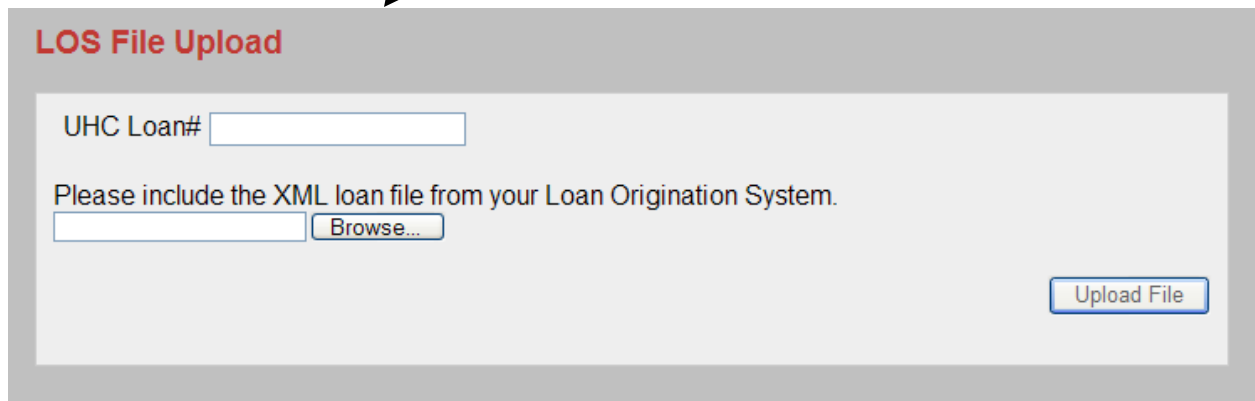


The dashboard header features the Utah Housing Corporation logo on the left and a 'sign out' button on the right. Below the header, a navigation menu on the left includes 'UHC Home', 'Print an MPA', 'MPA Data Entered', 'XML Upload', and 'XML manual entry'. To the right of the menu, three summary statistics are displayed: 'Total Approved for Purchase Late Fees = 0', 'Total Pre-Purchase Late Fees = \$250', and 'Total Post-Purchase Late Fees = \$1,000'.

**UHC is reviewing:**

New Loan Submissions received on 08-05-2013  
Pre-Purchase Conditions received on 08-05-2013  
Post-Purchase Conditions received on 07-16-2013

Click on [XML Upload](#) to be redirected to the upload screen. (Please note that if you do not have this option in your menu, you will need to contact your company's administrator to be given access).



The 'LOS File Upload' form contains a text input field for 'UHC Loan#' and a 'Browse...' button for selecting an XML file. Below the input fields is an 'Upload File' button. The form is titled 'LOS File Upload' in red text at the top left.

Please make sure that you are entering the **6 digit UHC loan number of the First Mortgage Only.**  
This number begins with a "1."

### LOS File Upload

UHC Loan#

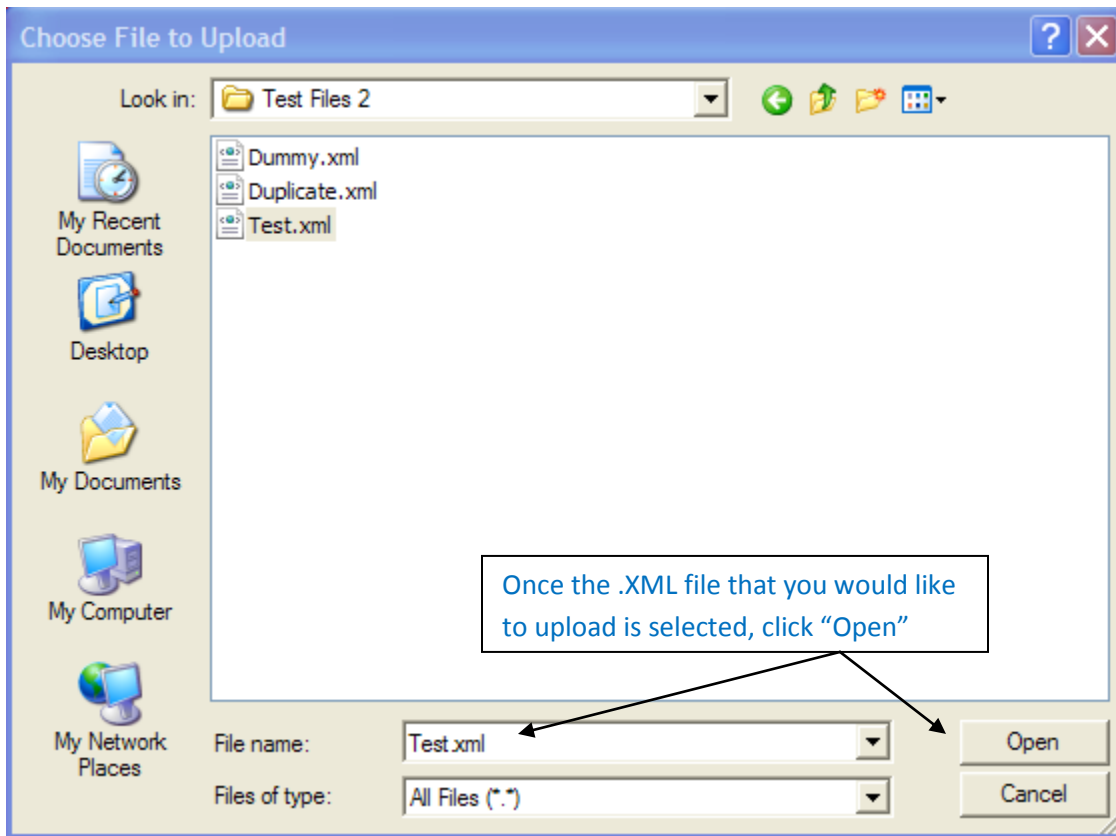
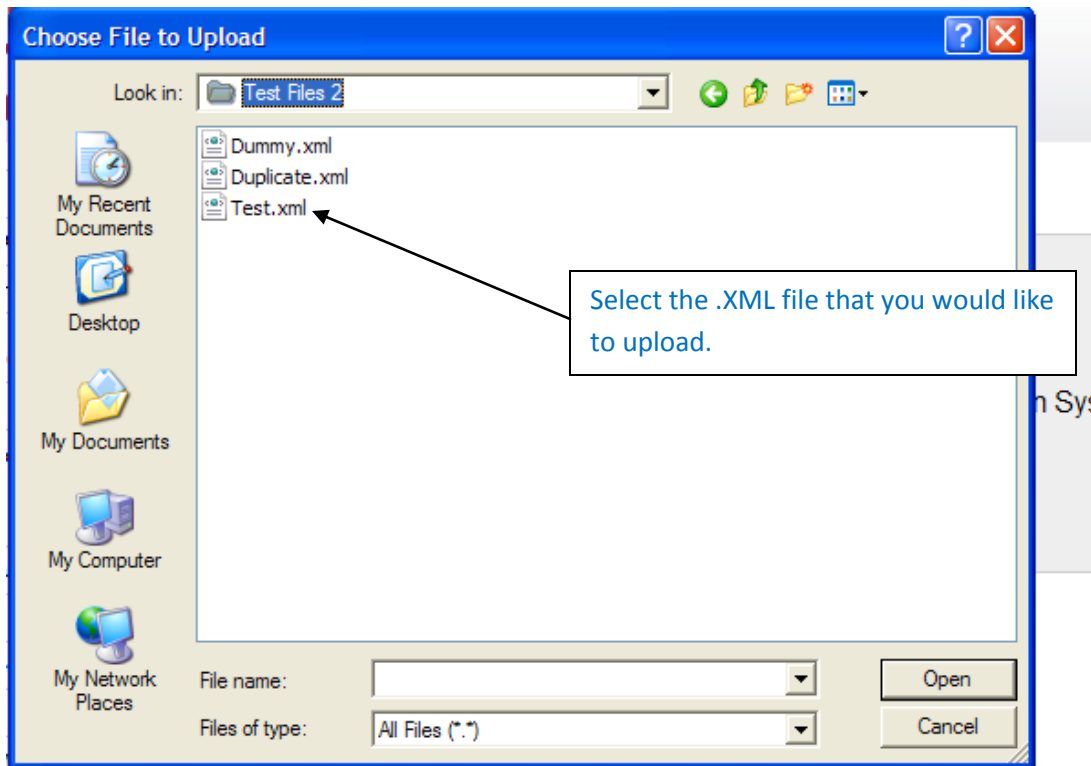
Please include the XML loan file from your Loan Origination System.

### LOS File Upload

UHC Loan#

Please include the XML loan file from your Loan Origination System.

Click on **Browse** to select your .XML file to upload.



The .XML file is now ready to submit to UHC 😊

## LOS File Upload

UHC Loan#

Please include the XML loan file from your Loan Origination System.

Before you click submit, please make sure that the loan number is the [6 digit UHC loan number of the first mortgage.](#)

Also, please make sure that the data file being uploaded is in [.XML format.](#) (.PDF and .TIFF formats will not be accepted).

When ready, click "[Upload File](#)" 😊

If the .XML file has been uploaded successfully, you will see the following screen:



Upload successful.

## LOS File Upload

UHC Loan#

Please include the XML loan file from your Loan Origination System.

If you need assistance uploading the .XML file or have questions, please email [jstroud@uthc.org](mailto:jstroud@uthc.org) Thank you!