

How to Upload Your Closed Loan Package:

- Log on to our site <https://5thstreetcapital.mortgagebotlos.com/>
- Click on your borrower in the pipeline
- From the left side click 'Imaging' > 'Upload Document'
- Click the empty box to the right of 'File to Upload' or use the drag and drop feature 'Drop Files to Upload'
 - *Users have the ability to drag and drop multiple documents at one time in the grey space and designate the document type to upload (see next slide)
- Locate the file(s) on your computer that you want to upload (make sure it is not password protected)
- Click the Arrow on right of 'Document Type' field and select the description that best matches what you are uploading
 - *You must **choose a document type** for **EACH** document that you upload. If a document type is not selected, the document will not be uploaded to file even if you receive a successful upload message
- Appraisal uploads: Choose 'Full Color' under the first drop down "Color Handler" and select appraisal type under document type
- Click 'Submit' and repeat process until all your documents are uploaded

Loan Pipeline Search Results 4461209415 - [REDACTED]

4461209415 - [REDACTED]

Type to filter...

- Forms & Docs
- Actions
- Imaging
 - ImageFlow
 - Upload Document

Loan Details Hide

Final:	8/2/2018	Product Code:	NCA51L H
Loan Amount:	\$472,400.00	Rate:	6.875%

ImageFlow Upload File - Internet Explorer - [InPrivate]

InPrivate <https://imageflow461.mortgagebotlos.com/xsuite/xapps/xdoc/docUpload/default.aspx?xProjectId=1000&xToolId=D>

Project: Loan Documents Help Close

Document Upload

File Information

File To Upload Browse...

Upload in Color

Assign To Loan

Loan: Change

Borrower: ERIC [REDACTED] Clear

Document Information

Document Type Closed Loan Package
PTD Conditions
Submission Package

Submit Reset

