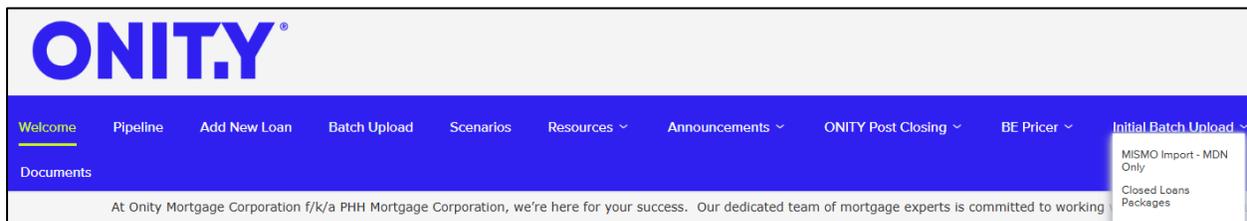


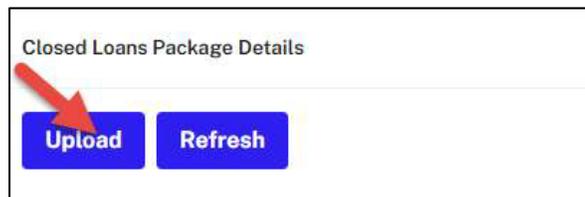
## Closed Loan Batch Upload Functionality – Zip Files Correspondent Lending

Onity Mortgage Corporation, f/k/a PHH Mortgage Corporation, offers functionality that allows clients to bulk deliver Closed Loan files via TPO Connect with a Zip file.

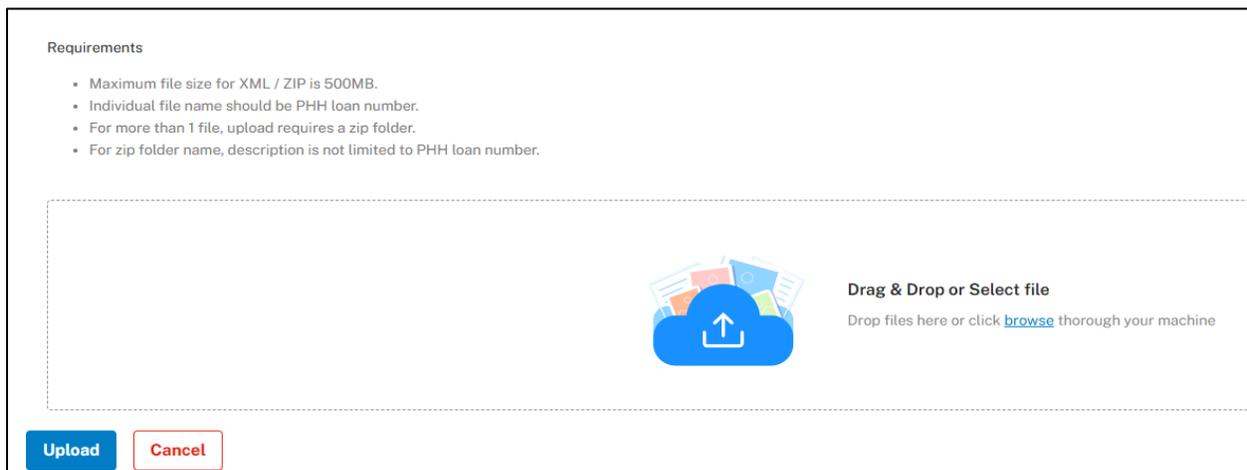
Once the client enters TPO Connect, navigate to the menu item titled “Initial Batch Upload”, then hover over the menu and choose “Closed Loans Packages”.



After selecting the option to “Upload Closed Loan Package,” click on the option to “Upload” under *Closed Loans Package Details*.



Either drag and drop the files to the Upload box or click on the Browse link to attach the files from your desktop. The file requirements are listed on the upload page.



The user will be able to see the status once the files have been successfully uploaded.

- The status will show the number of successful submissions.
- Loan level status can be reviewed by clicking on the arrow next to the file name to see the specific file status.

FILE NAME	SOURCE	UPLOADED BY	UPLOADED ON	STATUS
VA LOANS.zip	TPOC	Test DelAndNonDel	06/05/2025 11:45:01 AM ( EDT )	3 Success
1810269017.pdf				Success
1810269025.pdf				Success
1810269033.pdf				Success

The user is able to filter on the pipeline view to show all submissions, successful submissions, or failed submissions.

Closed Loans Package Details

**Upload** **Refresh**

Filter Upload History  Show All  Show Success  Show Failed



If you have any questions, please contact your Correspondent Specialist, Sales Executive, or Correspondent Sales Representative, or contact us via the support line at 1-800-929-4744.

Thank you for your continued business.