

Learning & Development

Adding Borrower/Non-Applicant

Revised 07.28.2022

Adding a Borrower/Non-Applicant

Adding a borrower or non-applicant in Octane is easy and only takes a few minutes.

1. Adding Borrower:

- a. **Click** Borrowers Screen.
- b. Click Add Borrower and fill in information.
 - i. Applicant:
 - 1. General Tab
 - 2. Residences Tab
 - 3. HMDA Tab
 - 4. Tax Filing Tab

ii. Non-applicant:

- 1. General Tab
- 2. Residences Tab
- c. Add Income. (If applicable)
- d. Add Assets. (If applicable)
- e. Run AUS Findings. (If applicable)
- f. Complete Change of Circumstance.

2. Add Borrower Octane Training Video

Need help?

• Wholesale Support (855) 399-6242



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• Resource Library

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