
Borrower E-Sign

The borrower e-Sign process is outlined in our Octane eSign tutorial video that you can share with them. We've outlined the process step-by-step so you can assist them if necessary.

1. Register Account

- a. **Find** Email labeled 'You invitation to Octane'.
- b. **Click** Registration link.
- c. **Create** Password/Select security question.
 - i. *(Optional) Complete 2-Step Verification.*
- d. **Click** 'Complete my Account'
- e. **Sign In.**

2. Accessing Loan Portal

- a. **Click** Loan address on the left.
- b. **Review** Terms and conditions.
- c. **Click** I accept.
- d. **Click** Next.
- e. **Enter** Loan Key.
 - i. **(Borrower)** If they have a cell number in Octane:
 1. **Click** 'Resend Loan Key'.
 2. **Look** For text with Loan Key.
 - ii. **(Broker)** If they aren't getting a text:
 1. **Go** To their loan in Octane.
 2. **Click** Borrowers Screen.
 3. **Click** Borrower's name.

4. **Click** Loan Key Verbiage.

f. Click Submit Key.

3. (Borrower) Click To-Do.

a. **Click** Application Disclosure.

b. **Click** Review E-Sign.

c. **Follow** Docusign prompts.

4. Octane eSign Video Tutorial Link

Need help?

- Wholesale Support **(855) 399-6242**
- **Resource Library**