

Octane | 3.4 Upload Checklist

Cardinal Financial Company - Wholesale

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Getting Started

- Ensure Loan Officer/processor have activated their credentials
- Make sure you have provided your credit vendor

All Loans

- Complete 1003 / 3.4FMN File
- If married, need spouse Name, Address, SSN, DOB, and Email
- Email for all borrowers / non-applicants title holders (Unique to each)
- Home & Mobile number for all borrowers / non-applicants title holders
 - If borrower / non-applicants only have a mobile, enter mobile for both Home & Mobile fields
- Credit Reference ID number
- Credit Inquiries information
- Tax Filing status ('21, '20, '19)
- Gift Fund Information

VA Loans

- Veteran Type - Regular Military, National Guard, Surviving Spouse
- VA Occupancy
- VA Benefits Subsequent Use
- Funding Fee Exempt - Disabled
- Relative Not Living with Veteran
- DD214 - Military Service
- Beginning and end dates of service Branch

References

Reference List
Octane

Revision History

Date	Description	Approver
10.1.2020	Initial Release	Stephanie Simon
10.7.2020	Change Summary	Timothy Williams
12.1.2020	Change Summary	Stephanie Simon
3.3.2021	Change Summary	Timothy Williams
4.22.2021	Change Summary	Timothy Williams
5/2/2022	Change Summary	Erin Chung