User Guide

homegenius Real Estate Ordering an AVM via Encompass

1

Order an Automated Valuation Model (AVM)

From the Encompass Loan Application, click on **Order AVM**. Borrower Last Name, Email and subject address are required fields.

Encompass View Loan Forms	Verifs Tools Services Help			
Home Pipeline Loan Contacts	Dashboard			
8 Borrower Julie Demo	- 3			🔁 ansaar 🛛 🔒 🖨
Girardville, PA 17935	1" Loan 1904000076 LT // Loan DTI /	Rate	Est Closing // S FS: Julie Kuhn •	
Alerts & Messages Log 34/26/19 Send to processing Submittal Concessing Approval Resubmittal Resubmittal Resubmittal Franking Funding Funding Concessing	Borrower Summary - Origination Instrumer Legenda Equilats (PEAOI) Unanum Regulate (PEO Orest Score for Decision Making Berrower can demonstrate a 12-month mortgagete Comments	Equitar FIEACON		
	Subject Property Information Copy from Pres Address 85 Newcastle Ave City Grardvile , State PA Zp 17935		88 ▼	
Forms Tools Services	Unincorporated Area			
Order Credit Report	Construction Method			
- Access Lenders	Transaction Details	Product and Pricing Access Lende		
Search Product and Pricing Request Underwriting Order Appraisal Order Flood Certification Order Tiles Closing Order Doc Preparation Reader MERS Order Mortgage Insurance	Lender ULas Proyen (DT-ABM Que Las Proyen (DT-ABM Que Las Proyen (DT-ABM Que Las Proceedent (P) Full Decumer Que Decumentation Type Construction - Perm Parrose of Construction - Perm In scass-Out Ref Ottor - Perm In scass-Out Ref Ottor - Perm In Case Out Ref Ottor - Perm	Copy Lass Number to kinder case number Lass Number INCES WILL Property WILL Property WILL Property WILL Investment Occup Rate 56 Americation Type Free date		
Order Fraud/Audit Services Request Mortgage Signing	Conv First FitA Subordinate	GPM + Rate % Years		

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Next, choose homegenius Real Estate. The first time you order, you will choose homegenius Real Estate from the All Providers tab.



Need help? Contact resupport@homegenius.com General Number: 801.488.4639.

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Log In to VIBe

Next, login on the VIBe Encompass ordering screen. Please contact your Encompass representative if you need to obtain login information.

.ogin ser name	emnprod	Password	•••••	Save Login information
dd Recepient				
ordered By	orders@home	egenius.com		
order Paymen	t Contact S	Status		
Products				Refresh Products
1	Name			

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Submit Your Order

Then, choose your product, verify the information entered from Encompass, and click on **Next**.

VIBe Order Form			×
Login User name emnprod Add Recepient Ordered By orders@homege	Password		Save Login information
Order Payment Contact State	IS		
Products			Refresh Products
	-		
Additional Information		Loan Informa	tion
Need By		Loan number	2212A002401
Est. Gross Living Area		 Purpose Type	Cash-Out Refir V Cash-Out Refinance
Out-buildings on Property?		 Prop. Addr.	1686 N YUROK ST, Orange CA - 92867
Occupancy		Purch Price	
Targeted Investor		FHA Case #	•
Message To AMC			
Attach Documents			Next
:.			v 3.0

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Create AVM Order

Once you are on the Contact tab, please click on **Create Order** to place your AVM order.

VIBe Order Form	×
Login User name emnprod Password	Save Login information
Add Recepient	
Ordered By orders@homegenius.com	
Order Payment Contact Status	
Borrower	Co Borrower
Last Name AVM	Last Name
Middle Name	Middle Name
First Name TEST2	First Name
Email test@test.com	Email
Home Phone (123) 213-2121	Home Phone ()
Cell Phone	Cell Phone ()
Entry Contact	Entry Contact
Buyer's Agent	Seller's Agent
Name	Name
Email	Email
Phone ()	Phone
Cell ()	Cell ()
Entry Contact	Entry Contact
	Close Create Order
	1

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Obtain Order ID

Once the order is created you will receive a message with the order ID. Click on **OK**.

Ī	Radian ×
	You order has been submitted successfully Order No: 7100864423
	-> ОК

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Check Status

On the **Status** tab, you will learn if your AVM was a Hit or No Hit. On a hit, you will see a **New document attached.** Click on **Check Report/Status** to send the AVM to your document folder.

dd Receptent	nprod Pas	esword		Save Lo	qin information
rder Payment C	ontact Status				
Status	·		A	dd ltem	Check Report/Status
Date	Order Id	Product	Status		
12/06/2022	7100864423-1	AVM	Order Completed		
lame	Description				
	Description				Add Comment
		Jinte			Add Comment
Comments	AVM	New document			Add Comment
	AVW User	New document ** Document ** File Name: New document ** Document	ype: Invoice 1009333-177101.pdf	I.Pdf	Add Comment

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Retrieve Your AVM

Close out of the VIBe order form and click on the **Paper Icon** to retrieve your AVM.

Encompass View Loan Forms	s Ver	rifs Tools Services	s Help			
Home Pipeline Loan Contac	ts Di	ashboard				
Borrower Julie Demo		• 2				
88 Newcastle Ave Girardville, PA 17935	1*	Loan 1904000076 Loan	LT <i>II</i> DTI I	Ra Ĝ	ate Not Locked	Est Clo S FS
Alerts & Messages Log		orrower Summary - C	rigination			
File Started 04/26/19 AVM received 04/26/1 Send to processing	E	quifax / BEACON		Equifax / BEACO	N	
Submittal	C	redit Score for Decision Making	a 📃	Credit Reference	#	
Resubmittal Approval Ready for Docs	E	Borrower can demonstrate	a 12-month mortgage/ren	ital history		
Docs Out Funding Shipping Purchasing Completion						
	S	ubject Property Informatio	n Copy from Preser	nt Order Appra	aisal Order Fl	lood Order Title
	A	ddress 88 Newcastle A		Property Type	aisal Order Fl	lood Order Title
	A		Ave	<u> </u>		
Forms Tools Services	A C S	ddress 88 Newcastle A ity Girardville tate PA Zi nincorporated Area	Ave	Property Type Estimated Value		
	A C S U C	ddress B8 Newcastle / ity Girardville tate PA Zi nincorporated Area onstruction Method	Ave	Property Type Estimated Value Appraised Value	Detached	
	A C S U C	ddress 88 Newcastle A ity Girardville tate PA Zi nincorporated Area	Ave	Property Type Estimated Value Appraised Value		
» Order Credit Report * Access Lenders » Search Product and Pricing » Request Underwriting » Order Appraisal	A C S U C L C	ddress 88 Newcaste / ity Girardville PA Z/ nincorporated Area onstruction Method ransaction Details ander an Program 10/1 ARM losing Cost Conventional	vve	Property Type Estimated Value Appraised Value Produ Copy Loan Nu Loan Number MERS MIN	Detached	Access Lenders
» Order Credit Report Access Lenders Search Product and Pricing Request Underwriting Order Americal	A C S U C T T L C C C	ddress 88 Newcaste / ity Girardville PA Z inincorporated Area onstruction Method ransaction Details ender ana Program 10/1 ARM losing Cost Conventional ban Documentation Type Code urpose of Loan	vve	Property Type Estimated Value Appraised Value Produ Copy Loan Nu Loan Number MERS MIN	Detached	Access Lenders

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View the Report

Click on the AVM in the list and then View.

From Service Providers				
At Name 🔻	Requested From	For Borrower Pair	Status	Date
🔬 AVM		Julie Demo	Received	04/26/19
•				
-			-	
			-	

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Confirmation

Your AVM will then be displayed in your eFolder.



No Hit AVM

If an AVM doesn't hit, you will receive a message in Step 6, **Unable to determine subject property value**.

gin ername M	IBEncomp Pas	ssword ******	Save Login information
der Check S	Status		
Status	-		Add Item Check Report/Status
Date	Order Id	Product	Status
04/26/2019	1100162406-1	AVM	Cancelled
Comments	AVM		Add Comment
Date	User	Note	
04/26/2019	Hannah Hein	Unable to determine subje	ct property value.)
Upload Doc Uploaded Do			Close

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