

Closing Market



Complete Closing Enterprise – RamQuest



Integration User Guide





Contact Us

- For customer assistance with The Fund integration contact The Funds' Help Desk at 800.421.9378 or email HelpDesk@thefund.com
- To cancel a Fund Branch product contact the fulfilling branch with your order reference
- For customer assistance with the following applications contact Closing Market Customer Support: 214.291.1616 or email closingmarket@ramquest.com

Closing Market (CM)
RamQuest (RQ)
Complete Closing Enterprise (CCE)

Trading Partners Relationship (TPR)

Through Closing Markets trading partner relationship with The Fund, this integration gives easy access to title information and ensures accurate document preparation for closing. You can Order a Fund commitment product, generate a CPL or generate a policy jacket.

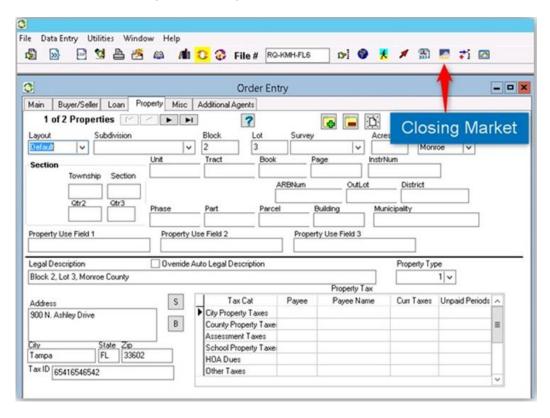
It is necessary to setup the Trading Partner Relationship prior to integrating with The Fund. You can view the video or follow the steps below.

Video Clip the 'Request TPR' workflow: https://www.screencast.com/t/ zhajGJWJxJnc

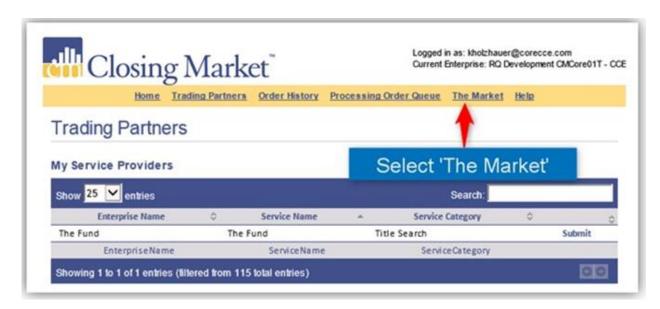




1. In CCE, launch the Closing Market plug-in



2. Select the link for 'The Market' from the tool bar menu







3. Choose 'Request' to initiate the TPR



4. Complete request by selecting on the 'Request' button. TPR request will automatically approve and this integration will become available within the Agents 'My Service Providers' list in Closing Market.







5. Click on 'Trading Partners' to refresh the list within the Closing Market plug-in. Select the desired integration from list and click 'Submit' to begin the order



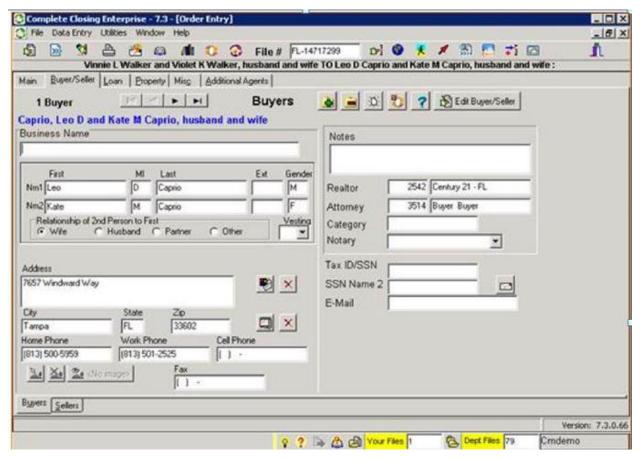




How to Use The Fund Interface to order a Fund branch product

Steps for Submitting the Service Request

1. Create an order or open an existing order in CCE, enter order entry information, buyer and seller information, and select a title company. Enter the loan amount and add a property. Save the order information.



Order Entry Screen









2. Click Closing Market plug-in.

Related Topic: How do I launch the Closing Market Plug-in from Complete Closing Enterprise?

3. Search for The Fund Integration and click Submit.

Note: If requesting updated title information, push the order again and then click update.



My Service Providers Screen





4. Confirm the property and product information. The fields in red are required. If documents are published for the order from File Scan Plus! or the Web Publishing icon, they will display on the bottom of the screen.



The Fund Screen (Red = Required Field)

Options	Description
File #	Displays file number associated with the order.
Property	Verify property information is correct. Note: If there are multiple properties listed in the drop-down menu, verify property for first address. Will need to submit multiple requests for multiple properties with the same order.
Product	Select the product from the drop-down menu. 20 - Commitment A & B 20 X - Commitment A & B Commercial 24 - Commitment/Policy A & B 24 X - Commitment/Policy A & B Commercial





	Note: If Code 24 is selected, both the commitment and policy are completed by The Fund.Note: If the user is unsure what code to select, please contact The Fund.
Responsible Party	Enter the responsible party to display on the commitment. Example would be an attorney or law firm. The Lender automatically pulls from Order Entry.

5. Click Submit . User will receive a successful submission notification in Closing Market and also receive a note in Order Entry Notes that the order was received.



Transaction Results Screen





Special Interface Requirements and Notes:

- The Title Company must contact The Fund to establish an account.
- The Title Company must request a Trading Partner Relationship with The Fund and they must approve it.
- The Title Company must use the custom Commitment Document Template provided by The Fund for use with this integration. Contact The Fund representative to obtain the document template.
- Product Return:
- The Fund will deliver a note to Order Entry in CCE indicating a successful return when an order is submitted; the order is updated; a document is added; and/or a note is added.
- Documents returned from The Fund are available in FileScan Plus! and Web Publishing, for those that do not have FileScan.
- Title search data (effective date, effective time, current title holder, legal description, Schedule B
 requirements, and Schedule B exceptions) returned from The Fund is processed by the user through
 PC Alarms. Edits and changes to data information processed through PC Alarms are accepted into the
 database.
- In addition, title updates requested from The Fund are also processed through PC Alarms. See <u>Using</u> PC Alarms for more information.







The Fund CPL and Jacket Interface (CPL) CCE

The Fund provides property search information for the state of Florida. The Fund CPL and Jacket Closing Market Interface provides easy access to title information and ensures accurate document preparation for closings.

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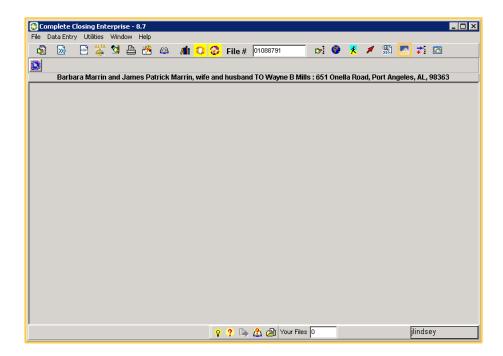
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Access the The Fund CPL and Jacket Interface

Complete the following steps to access the **The Fund CPL and Jacket** interface:

Access Closing Market

- 1.) Access the **CCE** application.
- 2.) Click the Closing Market icon.



Note: The Closing Market Trading Partners screen will be displayed.

Log Into the The Fund CPL and Jacket Interface

- 1.) Enter The Fund CPL and Jacket into the Search field.
- 2.) Click the **Submit** button for the **The Fund CPL and Jacket** listing.



Note: The The Fund CPL and Jacket Log-in screen will be displayed.

- 3.) Enter your username into the **Username** field.
- 4.) Enter your password into the **Password** field.
- 5.) Click the **Login** button.



Note: The The Fund Product Selection screen will be displayed.

Generate the CPL

Complete the following steps to generate the CPL:

Select the Applicable Document

1.) Select CPL from the Product drop-down list.

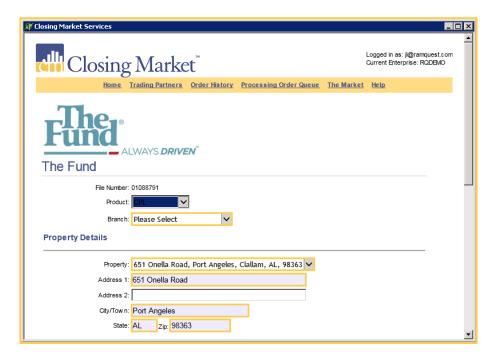


Note: The CPL screen will be displayed.

Complete the Property Details Section

- 1.) Select the applicable branch from the **Branch** drop-down list (if applicable).
- 2.) Select the applicable property from the **Property** drop-down list (if applicable).
- 3.) The following fields will auto-populate:
 - Address 1
 - City/Town
 - State
 - Zip

Note: Enter additional address info into the Address field if necessary.

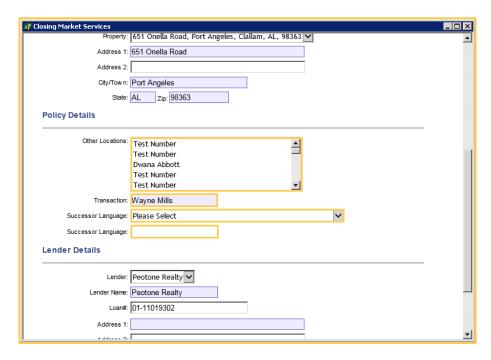


Complete the Policy Details Section

1.) Select the applicable location from the **Other Locations** field (if applicable).

Note: The Transaction field should auto-populate.

- 2.) Select the applicable successor language from the **Successor Language** drop-down list (if applicable).
- 3.) Enter/edit additional successor language into the second **Successor Language** field if necessary.

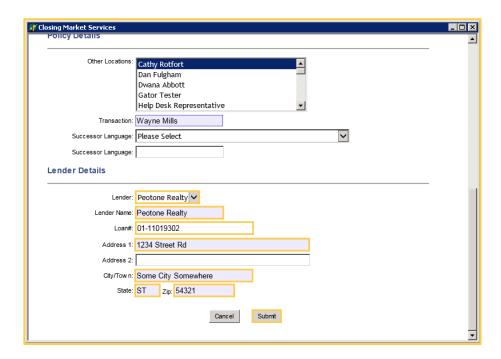


Complete the Lender Details Section

1.) Select the applicable lender from the **Lender** drop-down list (if applicable).

Note: The following fields will auto-populate.

- Lender Name
- Loan #
- Address 1
- City/Town
- State
- Zip
- 2.) Click the **Submit** button.



Note: The Transaction Results screen will be displayed.

Review the Transaction Results

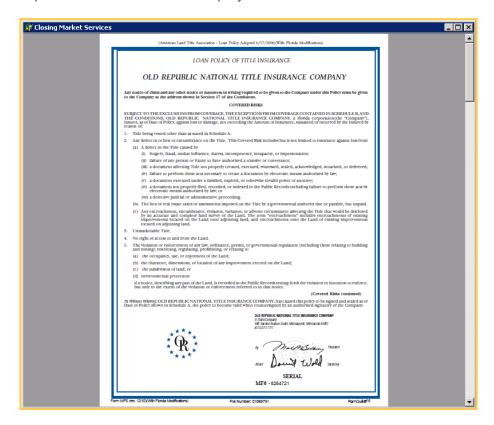
Complete the following steps to review transaction results:

View the Generated Document

1.) Click the View Attached Document button to view the generated document.



Note: The requested document will be displayed.



Complete the Request

1.) Click the **Continue** button to complete the transaction.



Note: The Product Selection screen will be displayed.



Note: Successfully placed orders will be listed in the **Existing Products Section for This Order** section. Documents listed here can be viewed and/or downloaded.

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The Fund CPL and Jacket Integration (CPL) RamQuest One

The Fund provides property search information for the state of Florida. The Fund CPL and Jacket Closing Market Integration provides easy access to title information and ensures accurate document preparation for closings.

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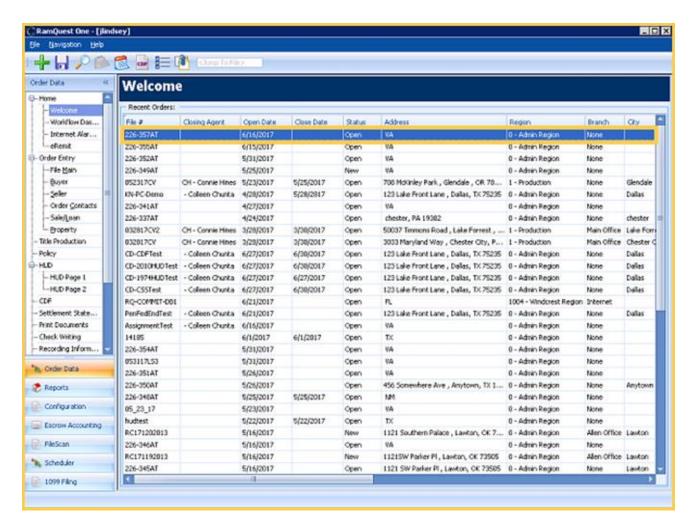
Access the The Fund CPL and Jacket Integration

Access Closing Market

1.) Access the **RamQuest One** application.

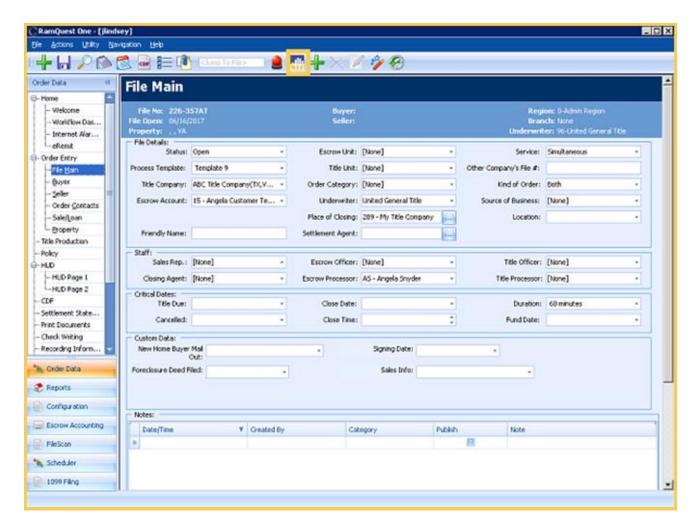
Note: The Welcome screen will be displayed.

2.) Access the applicable file.



Note: The File Main screen will be displayed.

3.) Click the Closing Market icon.



Note: The Closing Market Trading Partners screen will be displayed.

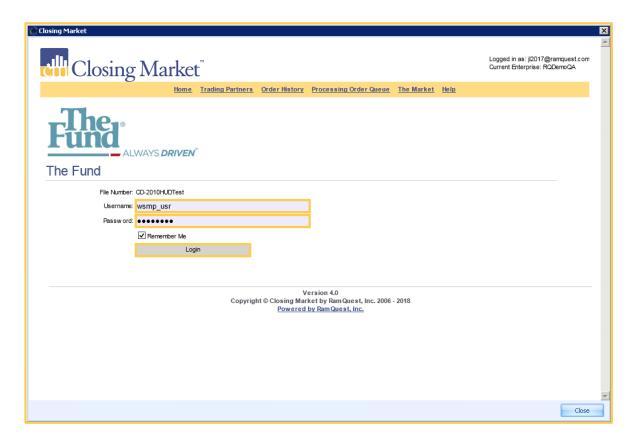
Log Into the The Fund CPL and Jacket Integration

- 1.) Enter The Fund CPL and Jacket into the Search field.
- 2.) Click the **Submit** button for the **The Fund CPL and Jacket** listing.



Note: The The Fund CPL and Jacket Log-in screen will be displayed.

- 3.) Enter your username into the **Username** field.
- 4.) Enter your password into the **Password** field.
- 5.) Click the **Login** button.



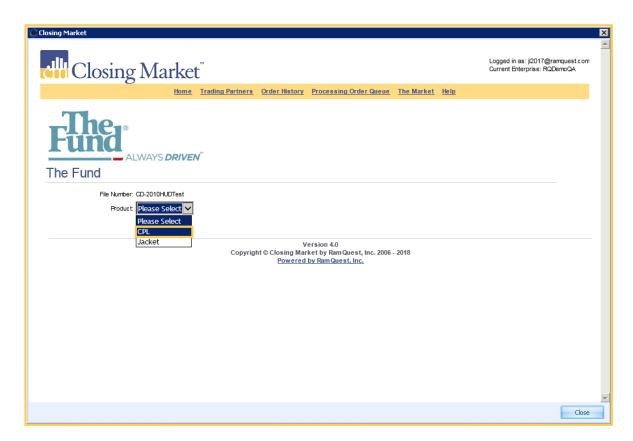
Note: The The Fund Product Selection screen will be displayed.

Generate the CPL

Complete the following steps to generate the CPL:

Select the Applicable Document

1.) Select CPL from the Product drop-down list.

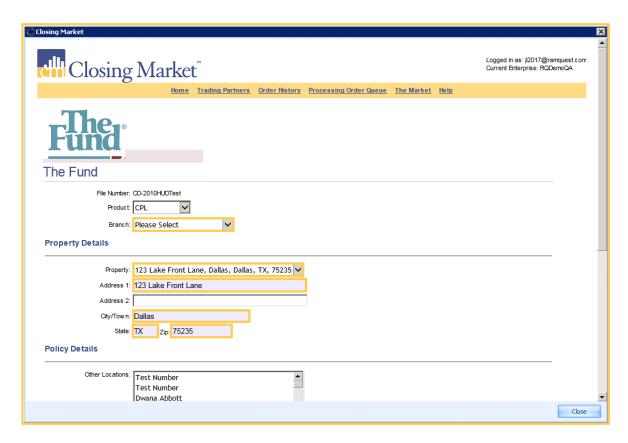


Note: The CPL screen will be displayed.

Complete the Property Details Section

- 1.) Select the applicable branch from the **Branch** drop-down list (if applicable).
- 2.) Select the applicable property from the **Property** drop-down list (if applicable).
- 3.) The following fields will auto-populate:
 - Address 1
 - City/Town
 - State
 - Zip

Note: Enter additional address info into the **Address** field if necessary.

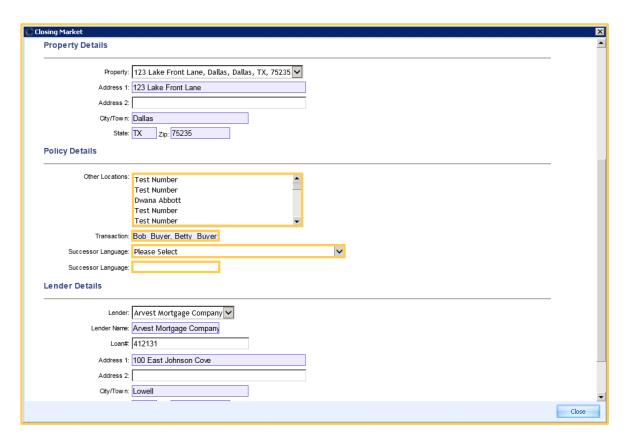


Complete the Policy Details Section

1.) Select the applicable location from the **Other Locations** field (if applicable).

Note: The Transaction field should auto-populate.

- 2.) Select the applicable successor language from the **Successor Language** drop-down list (if applicable).
- 3.) Enter/edit additional successor language into the second **Successor Language** field if necessary.

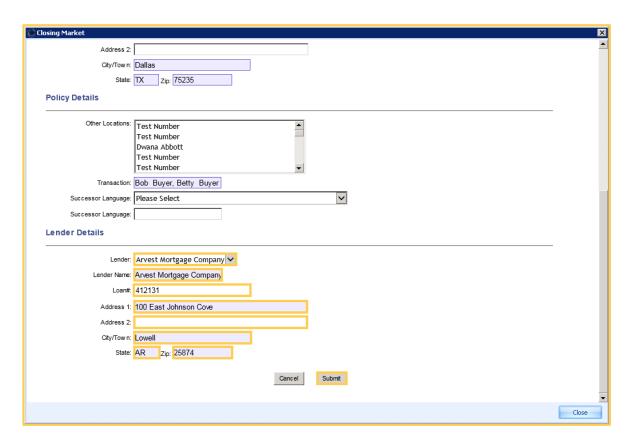


Complete the Lender Details Section

1.) Select the applicable lender from the **Lender** drop-down list (if applicable).

Note: The following fields will auto-populate.

- Lender Name
- Loan #
- Address 1
- City/Town
- State
- Zip
- 2.) Click the **Submit** button.



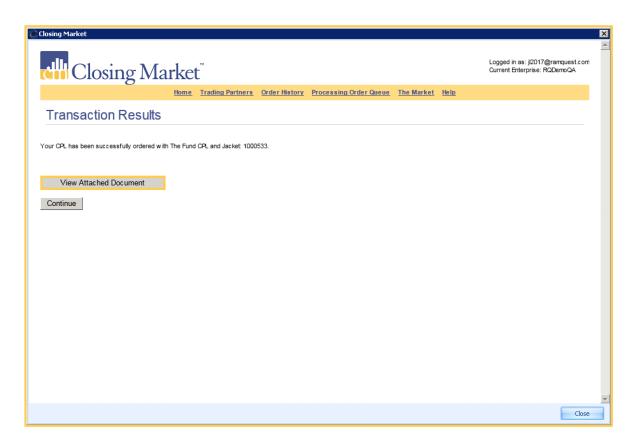
Note: The Transaction Results screen will be displayed.

Review the Transaction Results

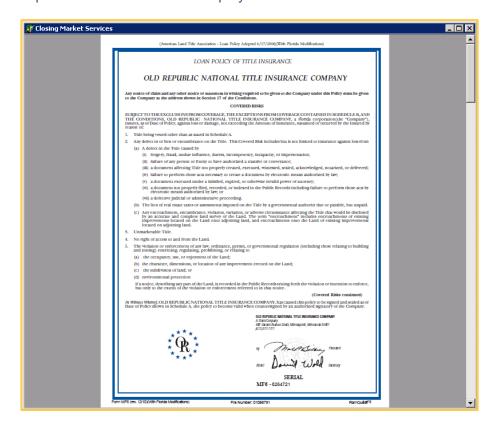
Complete the following steps to review transaction results:

View the Generated Document

1.) Click the View Attached Document button to view the generated document.



Note: The requested document will be displayed.

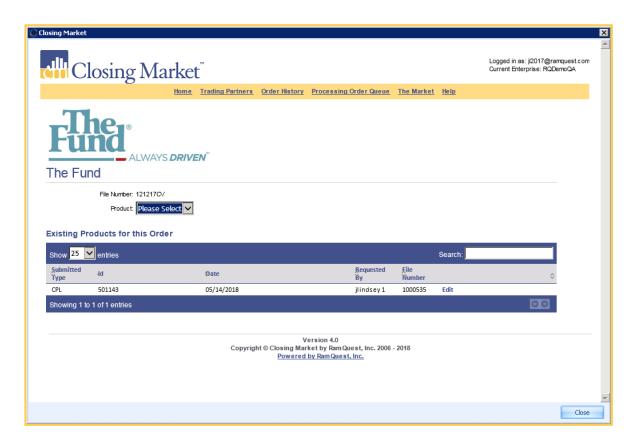


Complete the Request

1.) Click the **Continue** button to complete the transaction.



Note: The Product Selection screen will be displayed.



Note: Successfully placed orders will be listed in the **Existing Products Section for This Order** section. Documents listed here can be viewed and/or downloaded.

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The Fund Jacket



User Guide (CCE)



About The Fund



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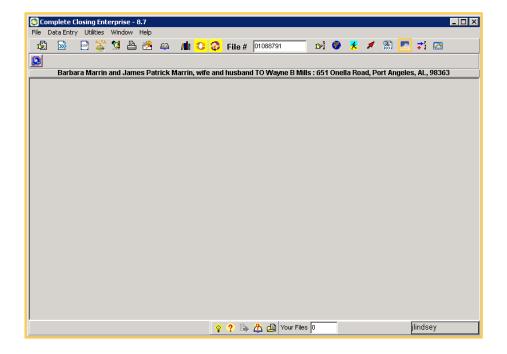


The Fund Jacket User Guide (CCE)

Access the **CCE** application.

Click the **Closing Market** icon.

Note: The Closing Market Trading Partners screen will be displayed.





Enter The Fund CPL and Jacket into the Search field.

Click the **Submit** button for **The Fund CPL and Jacket LISTING**.

Note: The The Fund CPL and Jacket Log-in screen will be displayed.



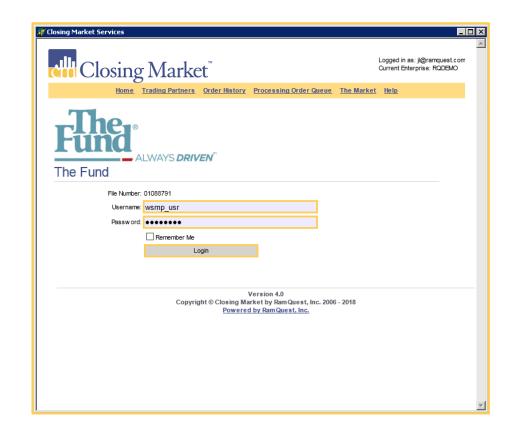


Enter your username into the **Username** field.

Enter your password into the **Password** field.

Click the **Login** button.

Note: The **The Fund Product Selection** screen will be displayed.





Select **Jacket** from the **Product** drop-down list.

Note: The **Jacket** screen will be displayed.





Select the branch from the **Branch** drop-down menu.

Select the applicable property from the **Property** drop-down menu (if applicable).

Enter the address into the **Address 1** field.

Enter the city into the **City/Town** field.

Enter the state into the **State** field.

Enter the zip code into the **Zip** field.





Select the policy type from the **Policy Type** field.

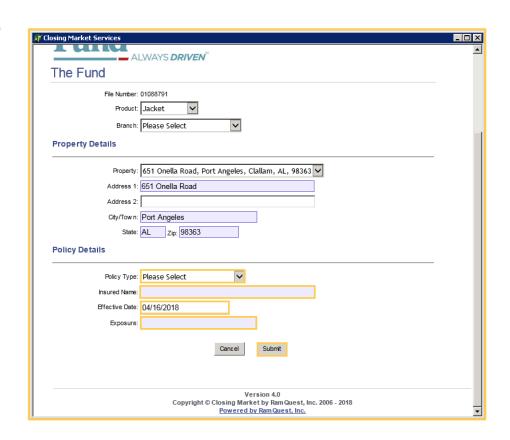
Enter the name of the insured into the **Insured Name** field.

Enter the effective date into the **Effective Date** field.

Enter the exposure amount into the **Exposure** field.

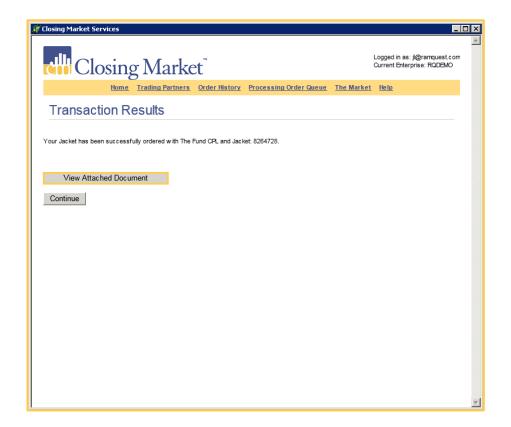
Click the **Submit** button.

Note: The **Transaction Results** screen will be displayed.





Note: Click the View Attached Document button to view the generated document.





Note: The requested document will be displayed.





Click the **Continue** button to complete the transaction.

Note: The **Product Selection** screen will be displayed.





Note: Successfully placed orders will be listed in the **Existing Products For This**Order section. Documents listed here can be viewed and/or downloaded.







Call RamQuest Support at 214-291-1616.

Or, email Support at support aramquest.com.

The Fund Jacket



User Guide (RamQuest One)



About The Fund



The Fund provides property search information for the state of Florida. The Fund CPL and Jacket Closing Market Integration provides easy access to title information and ensures accurate document preparation for closings.

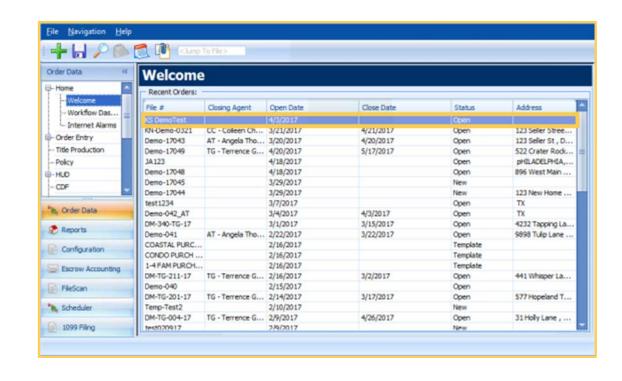


Access the **RamQuest One** application.

Note: The **Welcome** screen will be displayed.

Double-click the applicable order.

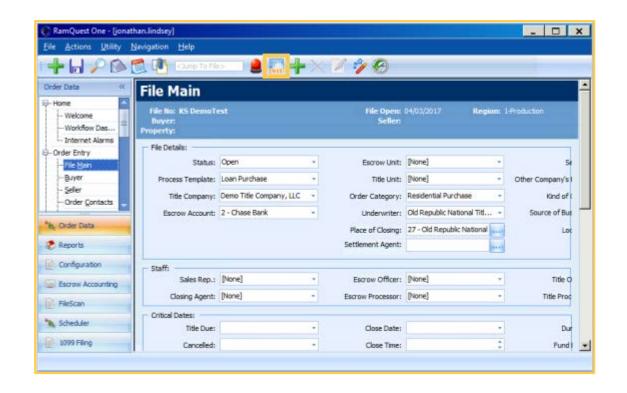
Note: The File Main screen will be displayed.





Click the Closing Market icon.

Note: The Trading
Partners screen within
the Closing Market
window will be
displayed.





Enter The Fund CPL and Jacket into the Search field.

Click the **Submit** button for **The Fund CPL and Jacket LISTING**.

Note: The The Fund CPL and Jacket Log-in screen will be displayed.

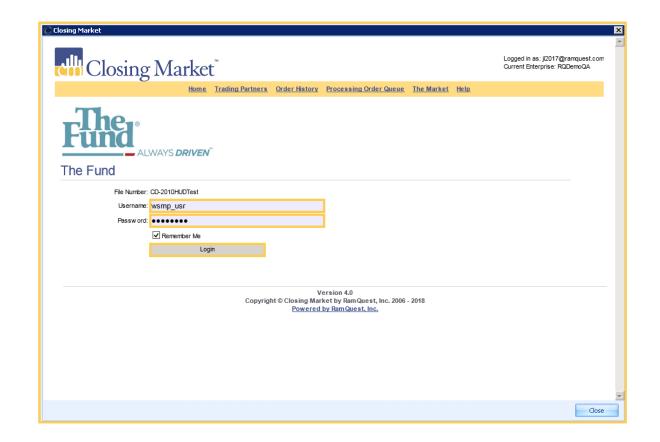




Enter your username into the **Username** field.
Enter your password into the **Password** field.

Click the **Login** button.

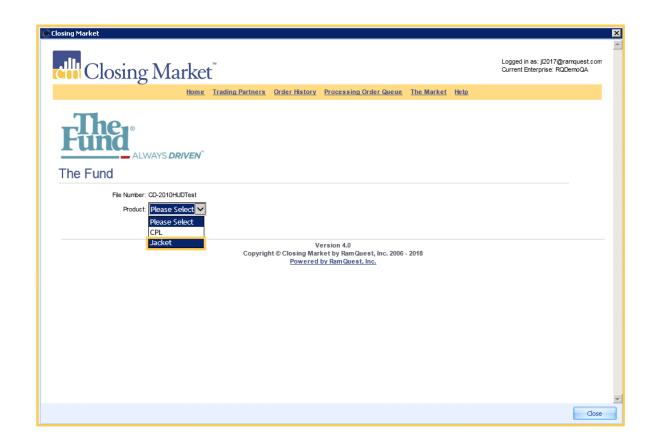
Note: The The Fund Product Selection screen will be displayed.





Select **Jacket** from the **Product** drop-down list

Note: The **Jacket** screen will be displayed.





Select the branch from the **Branch** drop-down menu.

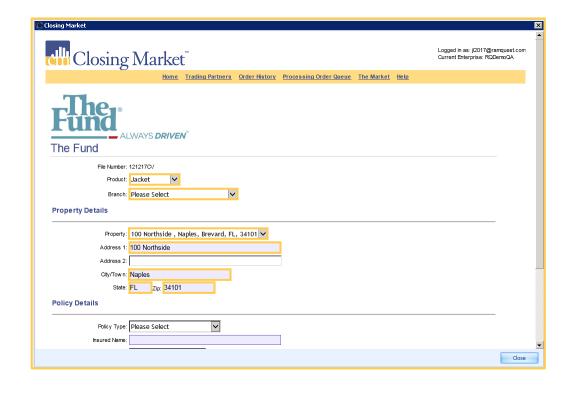
Select the applicable property from the **Property** drop-down menu (if applicable).

Enter the address into the **Address 1** field.

Enter the city into the **City/Town** field.

Enter the state into the **State** field.

Enter the zip code into the **Zip** field.





Select the policy type from the **Policy Type** field.

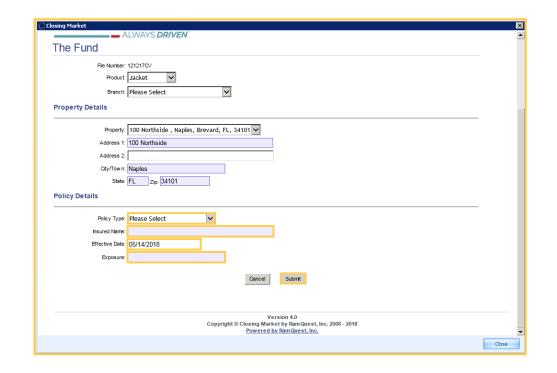
Enter the name of the insured into the **Insured Name** field.

Enter the effective date into the **Effective Date** field.

Enter the exposure amount into the **Exposure** field.

Click the **Submit** button.

Note: The **Transaction Results** screen will be displayed.





Note: Click the View Attached Document button to view the generated document.





Note: The requested document will be displayed.





Click the **Continue** button to complete the transaction.

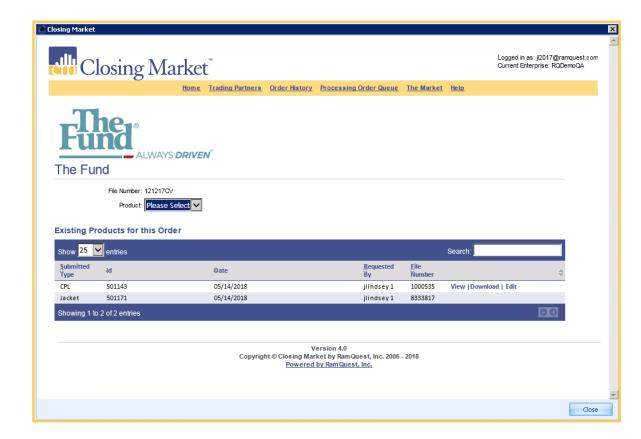
Note: The Product Selection screen will be displayed.





Note: Successfully placed orders will be listed in the Existing Products For This Order section.

Documents listed here can be viewed and/or downloaded.







Call RamQuest Support at 214-291-1616.

Or, email Support at support aramquest.com.