

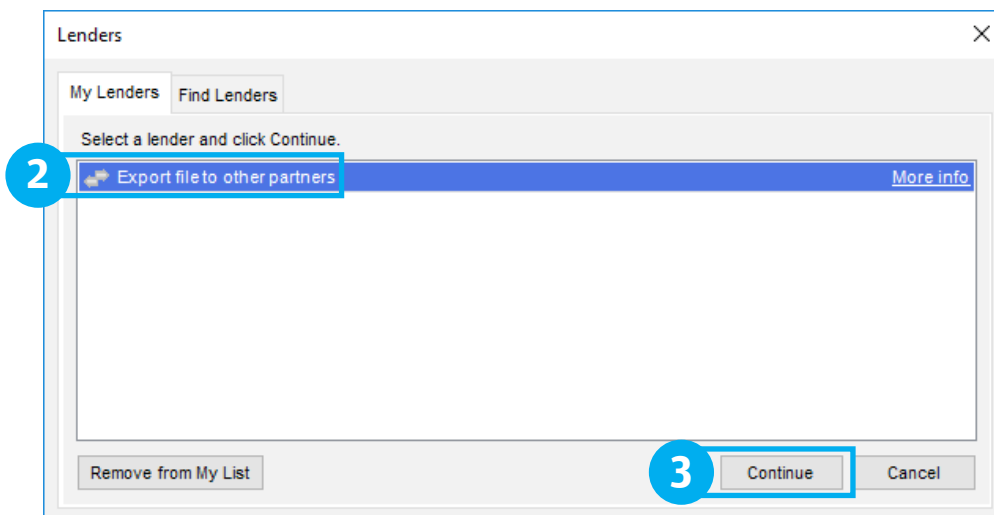
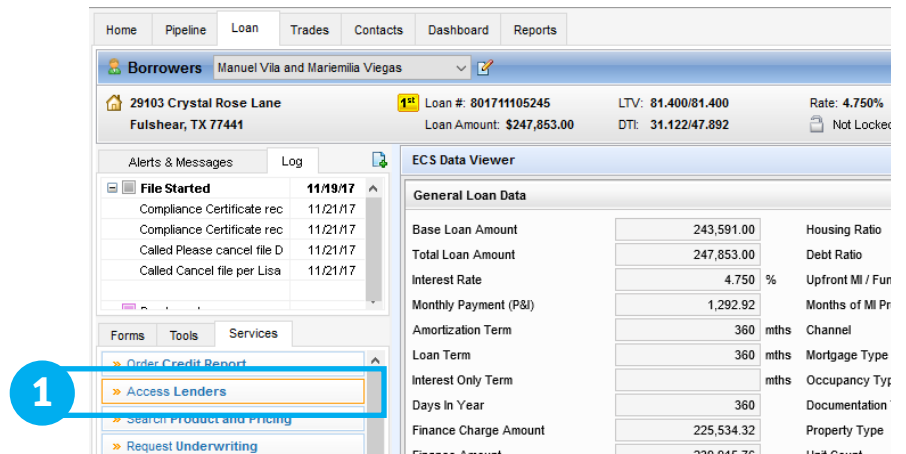


ENCOMPASS:

Export a Fannie Mae 3.2 File

From the Services Tab:

- 1 Select **Access Lenders**.
- 2 Select **Export file to other partners**.
- 3 Click **Continue**.





- Under the **Request Type** drop down box, select **Export Fannie Mae formatted file**.
- Select the directory and folder location for the exported file.
- Under **Create a Shortcut**, select **Other** as the export purpose and enter a file description.
- Click **Continue**.
- A message displays indicating the file has been created.

Lender Submission Request

Export file to other partners

Lender Login Information

No login information required.

Lender Transaction Options

Request Type: **4** Export Fannie Mae formatted file

Export to: Browse...

Set as default export directory

Include Log Entry

Loan Summary

Borrower: Keisha L Gist

Co-Borrower: Stanley X Gist

Property: 40105 FRENCH RD
Lady Lake, FL 32159-3519

Loan Number: 801611098119

Loan Amount: \$ 260,400.00

Loan Purpose: Purchase

Loan Term: 360 / 360

Loan Rate: 8.250 %

5 Create a Shortcut

Please enter the following information to help Ellie Mae keep the list of Encompass-connected partners up to date:

6 Export Purpose: Other

Description:

[More information](#)

7 Continue Cancel

Export File

8 Export complete. The 'C:\Users\rmoore\Documents\Test.fnm' has been created.

OK

