

# ResMac



## Linking Documents to a Specific Condition

- 1) Log into the TPO Portal with LendingQB credentials.



Login	<input type="text"/>	<a href="#">Forgot login?</a>
Password	<input type="password"/>	<a href="#">Forgot password?</a>
<b>LOGIN</b>		

- 2) Once logged into the portal, select the file that you wish to upload docs to. To enter the loan file, just click the loan number.

Display most recent  loans assigned to

Loan Number	Conditions
 <a href="#">919020023</a> 	1 Condition

- 3) Inside the loan file, scroll down to the conditions page.

Status and Agents
Application Information
Closing Costs
Pricing
Loan Information
Rate Lock 
Disclosures
E-docs
 Conditions (1)
Order Services

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- 4) At the conditions page, you can either “drag and drop” the documents or “Select Files to Upload.”

Supporting Documents

**Requirement:** None

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**Association:** None

[↻ associate previously uploaded](#)

Drag and Drop Files Here Files to Upload (Max 12):

**OR SELECT FILES TO UPLOAD**

- 5) The last step is to select the doc type for the upload of the document. Feel free to select the TPO Intake folder and the conditions doc type. Do not worry if the incorrect doc type is selected, we can fix internally.

Please select document(s) to upload and associate with this condition.

File Name	Doc Type	Description	Application
TPO Submission.pdf	<a href="#">select Doc Type</a> ✖	<input type="text"/>	ANDY AMERICA & AMY AMERI <a href="#">remove</a>

[CANCEL](#)    [UPLOAD DOCUMENT](#)

## Select a Doc Folder

Search for:  [SEARCH](#) 🔍

Choose a Doc Folder:

- Folder
- [RESMAC DISCLOSURES](#)
- [TPO INTAKE](#)
- [UNCLASSIFIED](#)

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## Select a Doc Type



[Folders](#) > TPO INTAKE

Search for:

SEARCH

Choose a Doc Type:

Doc Type

CONDITIONS

DISCLOSURES

SUBMISSION



- 6) After that, just hit the upload documents button in the bottom left corner of the window.

**Description**

**Application**

ANDY AMERICA & AMY A ▾

[remove](#)

CANCEL

UPLOAD DOCUMENT

