

JOB AID: Re-Issuing credit and running AUS

Practical guidance for CWL brokers & partners

Community Wholesale Lending

Version: 1.0 Date: 08/28/2025

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1. Overview

This job aid provides step-by-step guidance on re-issuing credit and running AUS in the CWL system.

2. Step-by-Step Instructions

- 1. Navigate to the Loan Snapshot page
- -Select Credit/AUS



Figure 1. Loan Snapshot

2. Underwriting Type

-Select Underwriting Type (DU, Manual, LPA)

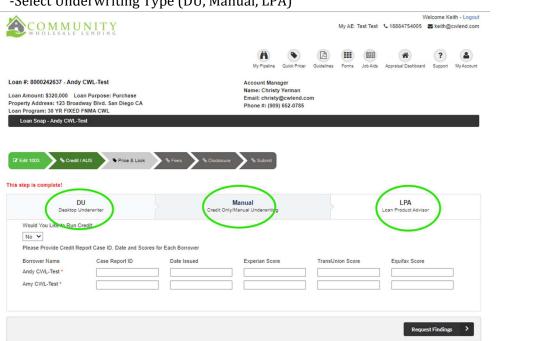


Figure 2. Underwriting Type

- 3. Desktop Underwriting (DU)
- -Select your credit agency in the drop-down box
- -Add your account username/ID and account password
- -Select "yes" to re-issue existing credit
- -Add your credit report ID

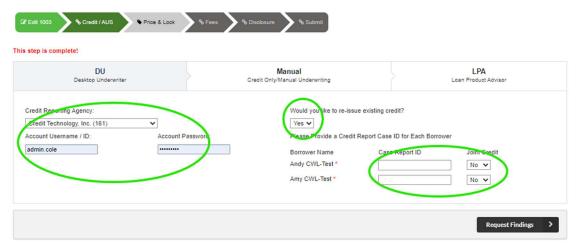


Figure 3. Desktop Underwriting

- 4. Manual Underwriting
 - -select the option to re-issue credit
 - -complete your case report ID
 - -select request findings

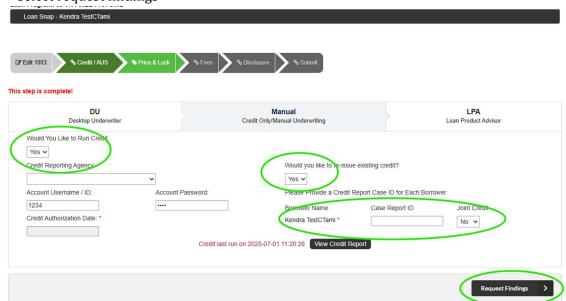


Figure 4. Manual Underwriting

- 5. Loan Product Advisor (LPA)
 - -select your credit reporting agency from the dropdown
 - -enter your case report ID
 - -select request findings

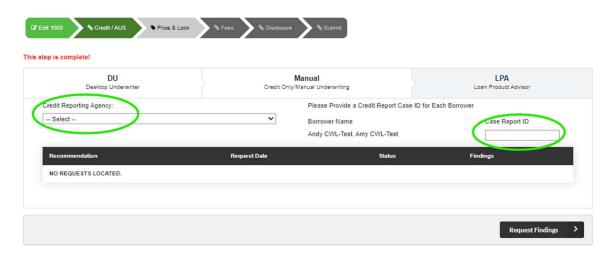


Figure 5. Loan Product Advisor

- 6. Reviewing Findings
 - -Once the findings are run, you will get the run status: ok
 - -view/print DU findings report



Figure 6. Viewing Findings

3. Support

Need help? Contact parcsupport@cwlend.com