





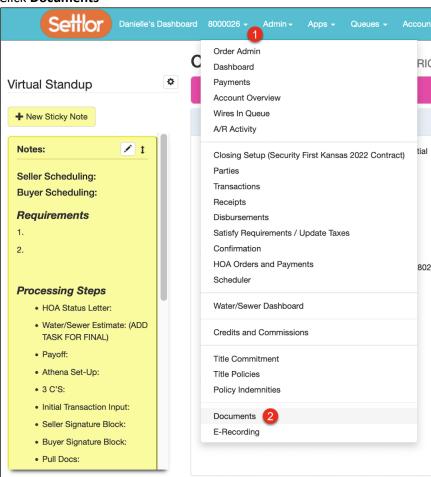
Closing Protection Letter – Process in Settlor

Learn how to generate a Closing Protection Letter (CPL) using the AgentNet[®] Integration.

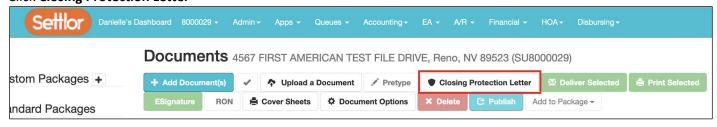
Request CPL

After a title commitment is created, to generate the closing protection letter document in your Settlor file:

- 1. Click the file number on the Settlor dashboard
- 2. Click Documents



3. Click Closing Protection Letter



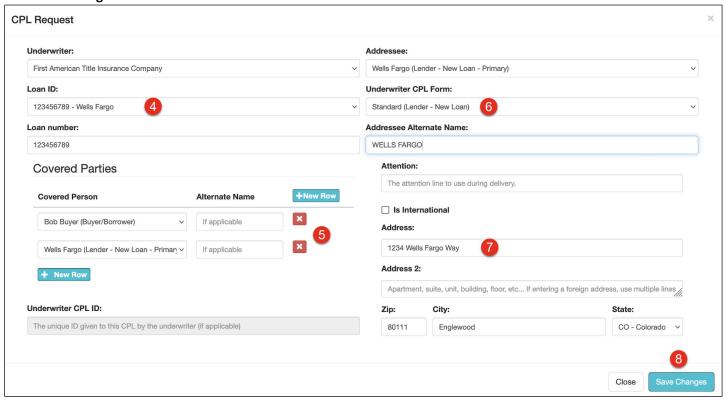
NOTE: The CPL Request window displays information pulled in from the file. Required fields are red.







- 4. Select the corresponding Loan ID for the CPL
 - **NOTE:** The loan number, address, and covered parties are pulled into the request from the file; these are editable if needed.
- 5. Click the red X icons to remove unneeded CPLs from the request
- 6. Select the type of Underwriter CPL Form
- **7.** Edit address information if needed
- 8. Click Save Changes

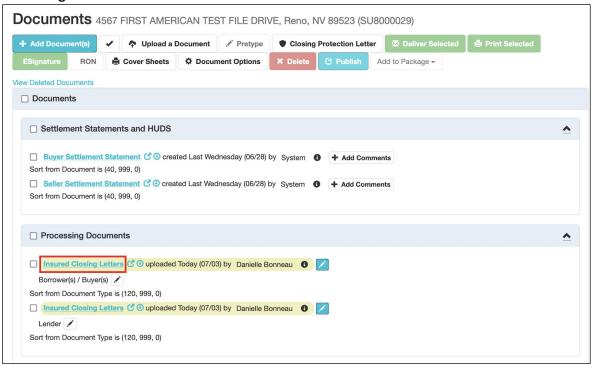




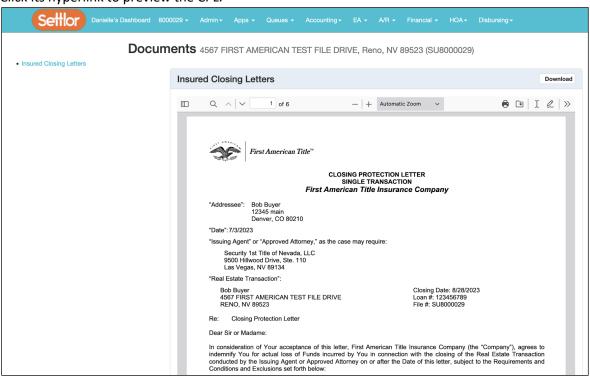




NOTE: The document is created in the Settlor file and in AgentNet. In Settlor, the CPL displays in the **Documents** list under **Processing Documents**.



9. Click its hyperlink to preview the CPL.



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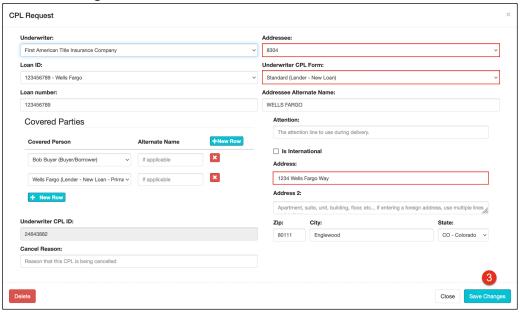


Edit CPL

1. Click the icon to the right of the CPL in the Processing Documents list



- 2. Edit CPL information
- 3. Click Save Changes



NOTE: The original CPL is voided, and the updated CPL replaces it. Preview the CPL to confirm changes.





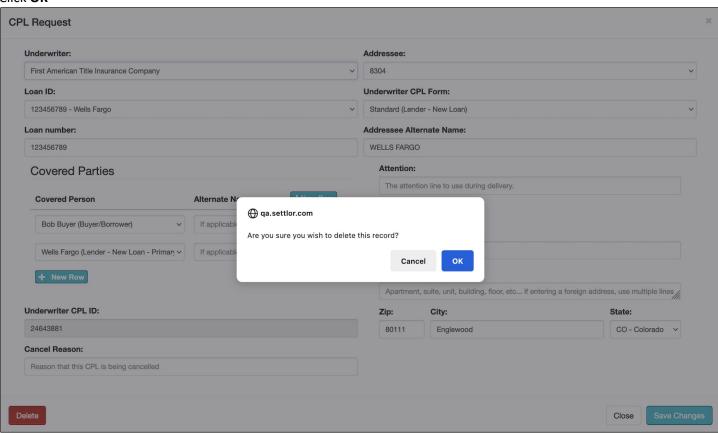


Void CPL

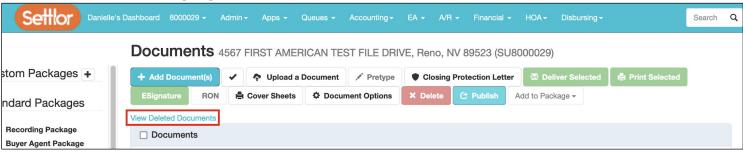
1. Click beside the CPL in the **Processing Documents** list



- 3. Enter the Cancel Reason
- 4. Click OK



NOTE: The CPL is voided through AgentNet. Click the View Deleted Documents link to access it in Settlor.



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