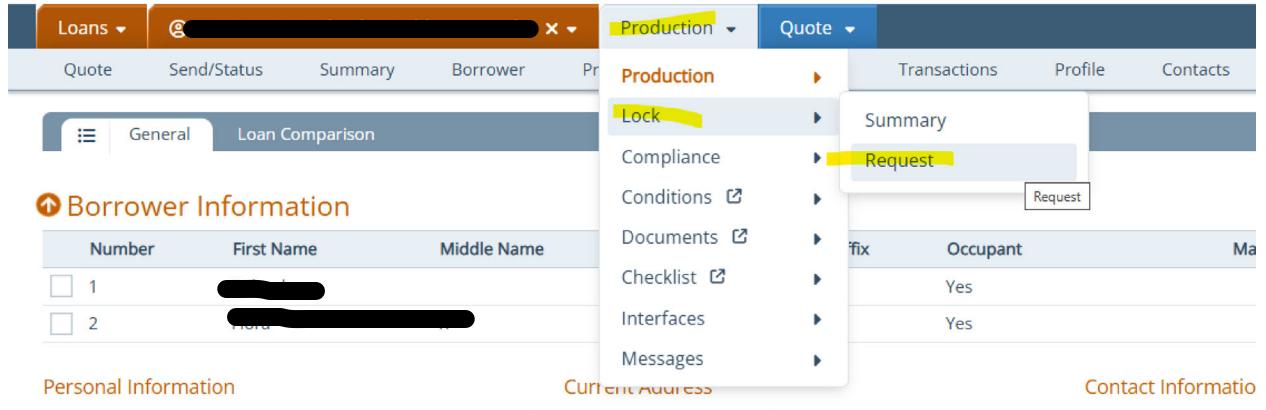


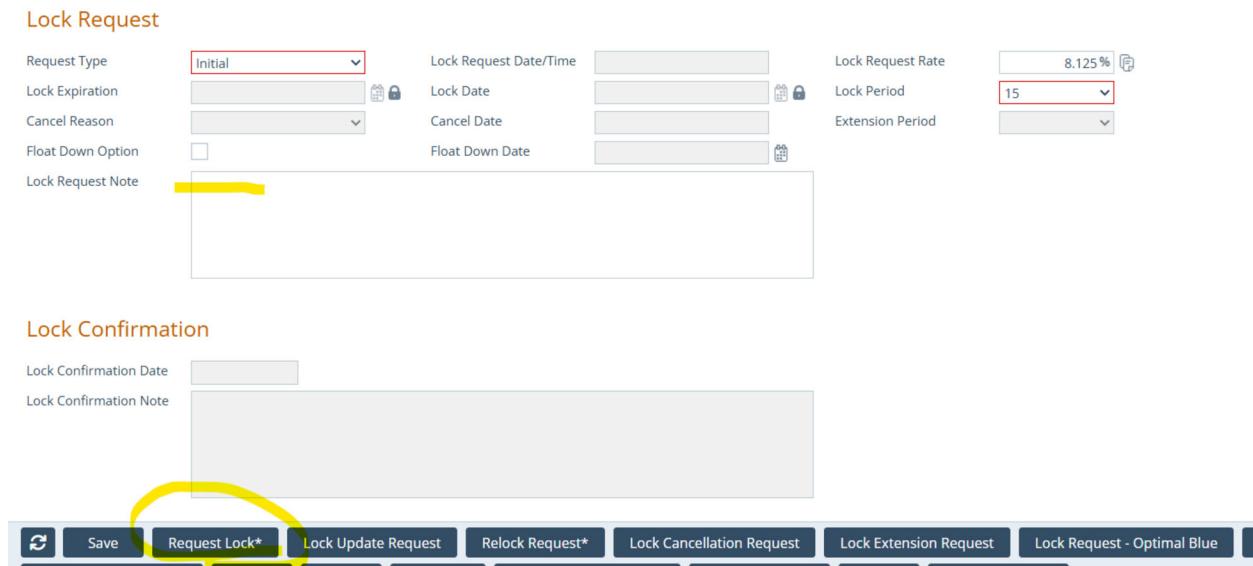
HOW TO REQUEST A LOCK

Production>Lock>Request



Production > Lock > Request

Lock Request Note RATE LOCK. Got bottom of the screen and click request lock



Lock Request

Request Type	Initial	Lock Request Date/Time		Lock Request Rate	8.125 %
Lock Expiration		Lock Date		Lock Period	15
Cancel Reason		Cancel Date		Extension Period	
Float Down Option	<input type="checkbox"/>	Float Down Date			
Lock Request Note	<input type="text"/>				

Lock Confirmation

Lock Confirmation Date	
Lock Confirmation Note	<input type="text"/>

Save Request Lock* Lock Update Request Relock Request* Lock Cancellation Request Lock Extension Request Lock Request - Optimal Blue