## **EXCEPTION REQUEST FORM edited 10-12-22**

Exception Request, after the loan is locked, go the to the exception request button in encompass under forms, select pricing exception.

Be sure to fill out all in yellow, underneath you will fill out your referral source but above is what you need to complete #1=locked price. (if you locked it at 97.125 that is what goes there)

#2 this is almost always going to be ZERO only time it would not be is if your locked price was 101 or something like that.
#3, this is where the discount you are charging the borrower goes.

