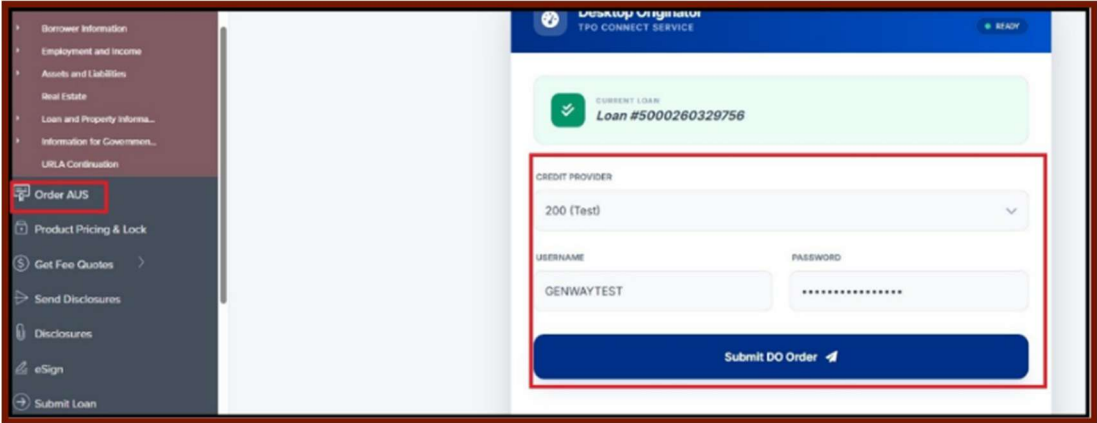
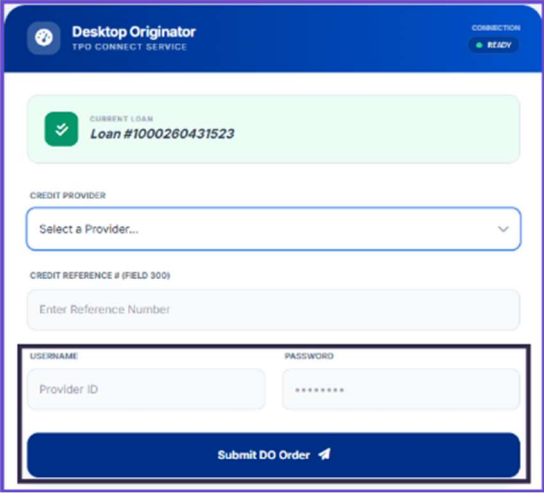


Purpose: This job aid explains how to upload additional documents after submission and re-submit the loan to ensure underwriting receives updates. It highlights proper document placement, timing for updates, and when to use re-submission versus conditions.

DESCRIPTION	STEP / ACTION
<div>HOW TO ORDER AUS</div>	<div><div><div><div>1. Click the Order AUS tab in the Arena Portal.</div><div>2. Select the appropriate credit provider.</div></div><div></div></div></div>
	<div><div><div><div>3. Enter your username and password for the selected credit provider.</div><div>4. Click Submit DO Order.<ul style="list-style-type: none">This action reissues credit and runs AUS simultaneously.</div></div><div></div></div></div>
	<div><div>5. Review the confirmation message to ensure the order was completed successfully.</div></div>