

# Loan Center help: Order full-file contract underwriting – MGIC Mortgage Services, LLC, NMLS #391375

On the home page, click the orange *Order Contract UW* button.

Enter MI information.

Click *Browse* to upload loan documents.

Select a Notification Option.

Enter any File Handling Notes.

Click *Send Files*.

You will receive a “Document Upload Successful” message.

**Order New Services**

**Order New MI**

**Order Contract UW**  
With or without MI

Request HARP Refi-to-Mod (RTM) ☺

Enter RTM Data

Upload RTM Loan Documents

Check if MGIC Insured

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**Underwriting Option**

**Contract Underwriting with MGIC MI**  
(MGIC Mortgage Services, LLC NMLS #391375)

**Contract Underwriting Only**  
(MGIC Mortgage Services, LLC NMLS #391375)

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**MI Information**

<b>Premium Paid By</b>	<b>Premium Type</b>	<b>Coverage Percent</b>	<b>Refund Option</b>	<b>Renewal Option</b>
<input type="text" value="Borrower-BPMI"/>	<input type="text" value="Monthly"/>	<input type="text" value=""/>	<input type="text" value="Non-Refundable"/>	<input type="text" value="Constant"/>
<small>Agency Coverage Requirements</small>				
<b>Employee Relocation</b>	<b>Housing Finance Agency</b>	<b>MGIC Program ID #1</b>		
<input type="text" value="No"/>	<input type="text" value="1st Mortgage Program"/>	<input type="text" value=""/>		
<small>See MGIC Underwriting Guide</small>				
<input type="checkbox"/> <small>Save as Preference for Future Submissions</small>				

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**Loan Documentation**

**Borrower Last Name**

**Lender Loan Number**

**Upload Document(s)**

**What type of documents are you uploading?**  
(Check all that apply)

Appraisal

Underwriting/Origination

Closing

**Select Document(s)** Having trouble uploading? Try the [Basic Uploader](#)

**Drag & Drop Files Here, or**

**Select Files:**  No files selected.

**Notification Option**

Email:

Fax:

No notification needed; I will retrieve my loan decision documents in the Loan Center.

**File Handling Notes (Optional):**

Character Count: 0 / 2000

NOTE: Changes to phone/fax number above will be only for this request. If you wish to change permanently, click [here](#) to access your Profile.

When applying for MGIC MI, MGIC will rely on the insurance Application data submitted for its MI decision. Verification Information is not reviewed or considered by MGIC in its insurance underwriting decision, but may be reviewed by MGIC after a loan is insured to verify the insurance Application information.

By submitting this application, it's implied that you agree to these [terms](#).



For more information about using the Loan Center, contact [customer\\_service@mgic.com](mailto:customer_service@mgic.com) or 1-800-424-6442.  
If you have underwriting questions, contact your Underwriting Service Center, [mgic.com/contact](http://mgic.com/contact).

Login at [loancenter.mgic.com](http://loancenter.mgic.com)