MGIC/Link Tutorials

Review and Submit Monthly Premium Bill

Last Revised Date: 09/30/2024

1. Log in to MGIC/Link Servicing



Contact: MGIC Customer Service

1-800-424-6442

2. Go to Premium Billing

At the top of the page, select the **Premium Billing** tab.

From this view, you will see the Premium Bill ID, Bill Type, Payment Due Date, Bill Creation Date, Total Premium/Tax Bill Billed, and Bill Status information.

After reviewing and submitting, you will see the Total Premium/Tax Submitted, Submission Date and Submitted By information.



3. View a Bill

To view your bill, click on the **Premium Bill ID** number.

The **Premium Bill Detail** information screen will appear. The section **Loan Detail** contains information for each Certificate on the bill.

Click the + sign next to the **Servicer Loan #** for additional loan level data. The row will expand to include the full name, property address, and a breakdown of the premium and tax due.



1-800-424-6442

4.	Adju	ust	the	Bill
----	------	-----	-----	------



5. Add a Loan for Premium Payment

Directly under the Loan Detail section heading, enter the MGIC Certificate number in the box labeled MGIC Cert #, then click Add .	Q M	MGIC/LINK MGIC/LINK ain Menu Reports Gold Cert Premium Bill Detail	t Lending Compan Gisconsin St on WI 53711 Report Prem				
A pop-up box will appear.		Status Reconciliation		er Name	🛓 Coverage Date	Termination Date (Past Due)	Mortgage Balance
			Count	м	02/01/2018		\$78,000.00
Enter the Premium & Tax Due amount.		Original Bill	4	м	01/01/2018	05/01/2018	\$139,906.00
		Renewal	3	1	Add Additional Premium		Close
		Modified	1	м			
If needed, you may also edit the		Add	0	м	MGIC Cert #: 21394063	Servicer Loan #:	
Servicer Loan # here.		Exclude	0		Borrower Name:		
		Totals	4		MFULL NM	Premium & Tax Due	· · · · · · · · · · · · · · · · · · ·
Click Save to add to your bill.					Subject Property State: IL		
		Loan Detai			Save	Cancel	

Contact: MGIC Customer Service

1-800-424-6442

6. Use the User Reviewed Function

On the right-hand side of the table, the **User Reviewed** column contains checkboxes for each row.

The checkbox automatically updates after adding or excluding a Certificate to your bill.

You can also manually check the checkboxes as you reconcile each Certificate on your bill.

		_					
Menu Reports Gold	Cert Report Premium Billi	ng					
emium Bill Detail					Premium Bill Information	Payment Int	lormatio
						« Back to E	SIII His
Status Reconciliation				Bill Information			_
	Count	Premium	Tax	Premium Bill ID	Premium Bill ID		
Original Bill	4	\$167.83	\$0.00	MGIC ID		48-460-4-0534	_
Renewal	3	\$167.83	\$0.00	Payment Due Date		03/31/2018	_
Modified	1	\$47.45	\$0.00	Bill Creation Date		01/19/2018	_
Add	0	\$0.00	\$0.00	Bill Status		In Process	
Exclude	0	(\$0.00)	(\$0.00)	Total Premium and Tax Due:		\$215.28	
Totals	4	\$215.28	\$0.00		Submit Premium Bill	0	
Loan Detail							
	ldd				Servicer	.com # / MGIC Ce	ind
MGIC Cert II			Terminal	ion Date	Premium & Tax Due	Statur :	lser
MGIC Cert #	MGIC Cert # Borre	wer Name Coverage	Past Du	e) Hortgage Balani			certewe
M20 Cert # 0 ▲ Servicer Loan # 123456	* NGIC Cert # : Borre 23319082 FULL	NM 02/01/2	Date (Past Du	\$78,000.0D	\$47.45	Nodified	(

7. Submit Premium Bill

When you have completed reconciling the Certificates on your bill, click **Submit Premium Bill**, located under the Bill Information table.

A Submission Confirmation warning pop-up screen will appear. Click **OK** to proceed.

Note – Once submitted, you can no longer make changes.



8. Print Bill Summary PDF

The Successful Submission pop-up screen will display.

If you are mailing a paper check, select **Print PDF Bill Summary** before closing.

	lory					Premum Bill Information	Payment	information
Premium Bill ID	; Bill Type	Payment Due Date	Bill Creation Date	Total Premium/Tax Billed	Bill Status	Total Premium/Tax Submitted	Submission Date	Submitted
900003165		04/30/2018	03/08/2018	\$915.64	Submitted	\$915.64	08/29/2024	Chris Ploch
900003138		03/31/2018	01/19/2018	\$167.83	Submitted	\$215.28	10/14/2024	anita mccl
900003135		03/31/2018	01/19/2018	\$36.66	In Process	\$36.66		
900003145		02/28/2018	01/19/2018	\$269.41	Submitted	\$269.41	09/27/2024	Chris Ploch
900003137		03/31/2018	01/19/2018	\$58.67	In Process	\$35.40		
900003136		03/31/2018	01/19/2018	\$161.72	Submitted	\$93.05	10/07/2024	Chris Ploch
900003143		02/28/2018	01/19/2018	\$315.96	Never Accessed	\$315.96		
900003144		02/28/2018	01/19/2018	\$58.86	Never Accessed	\$58.86		
900003147		02/28/2018	01/19/2018	\$110.63	Never Accessed	\$110.63		
900003139		03/31/2018	01/19/2018	\$161.36	Never Accessed	\$161.36		
900003140		03/31/2018	01/19/2018	\$110.36	Never Accessed	\$110.36		
900003148		02/28/2018	01/10/2018	\$220.00	No. of Longer	4930.09		
900003141		03/31/2018 Succe	ssful Submission		Ci	52.60		
900003142		03/31/2018 You su	ccessfully submitted pre	emium bill 900003138.		76.87		
900003149		02/28/2018 If you	are mailing in your premi our remittance.	ium payment, please include a co	ey of the premium summ	mary 97.83		
4422186	Borrower Paid/Lender Paid	09/30/2015				24.52		

9. View Payment Information

ACH, wire transfer and check mailing instructions can be found by selecting the **Payment Information** button, located in the upper right-hand side of the Premium Bill Detail screen.

	Imart Lending Company - Port 44 Wiscown 52 4adison WI 53711	falia A			Relater	d Lotins Tasala	anita muzdain
Menu Reports Gold C	Cert Report Premium B	illing		Premi	um Bill Information	Payment inform	ation
Status Reconciliation				Bill Information		« Back to Bill	History
	Count	Premium	Tax	Premium Bill ID		900003138	
Original Bill	4	\$167.83	\$0.00	MGIC ID		48-460-4-0534	
Renewal	3	\$167.83	\$0.00	Payment Due Date		03/31/2018	
Modified	1	\$47.45	\$0.00	Bill Creation Date		01/19/2018	
Add	0	\$0.00	\$0.00	Dill Status		In Process	
Exclude	0	(\$0.00)	(\$0.00)	Total Premium and Tax D	bue:	\$215.28	
Totals	4	\$215.28	\$0.00	Robert D	Dill.	0	
 123456 	23319082 FL	Bank Name	US Bank	Mail 10.		nev.	
4564555 92364086 TEST12345	23319082 PU 27668743 PU 27668743 PU	City, State, Zip Bank Routing Number Account Number Payee Address	Milwaukee, WI 53202 075000022 112-663-706 270 E. Kilbourn Ave	MOIC MOICLInic Premium Bill Box 75461 Mitroexistee, WI 53278-8461 Include the applicable Premium Bill Summary with your payment remittance	17.45 15.11 11.36 41.36	Modified Renewal Renewal Renewal	•
43543355 42544385 92364086 TEST12345 Showing 1 to 4 of 4 entries	23319082 PL 27668743 PL 27668743 PL	City, State, Zip Bank Routing Number Account Number Payee Address Addendum #	Milwaukee, WI 53202 075000022 112-663-706 270 E. Kilbourt Ave MGIC/Link, Premium Bill ID end MGIC ID	MGIC MGICLark Premum Bil Box 7963 Microaluse, VI 53278-8461 Include the applicable Premium Bill Bummary with your payment remittance	17.45 15.11 11.36 11.36	Hodified Renewal Renewal Renewal Previous	
4364555 92364086 <u>125112345</u> Showing 1 to 4 of 4 entries	23319082 PC 27668743 PL 27668743 PC	City, State, Zip Bank Routing Number Account Number Payee Address Addendum # Variation Num	Milvaukee, WI 53202 975000022 112-863-706 270 E. Kilbourt Ave MOIC/Link, Premium Bill ID en MOIC ID	MOXC MOXCARE MOXARE Minacure, WI 3277-8461 Include the application Premium DB Summary with your payment reinitiance	7.45 15.11 11.36 11.36	Hodified Renewal Renewal Renewal Previous	Next
4364355 4364355 92364085 1E5112345 Showing 1 to 4 of 4 entries	23319082 PU 27668743 R 27668743 PU	City, State, Zip Bank Routing Number Account Number Playee Address Addendum # Vo Corporation Name	Milveukee, W 53202 975000022 112-463-706 27/0 E. Kilourit Ava MOIC/Link, Premium Bill ID and MOIC ID MOIC 100 Rest	MOC UNEXPERIMENT BI DOC 74601 Milorunaw, W 53272-8401 Milorunaw, W 53272-8401 Include the approach Pressure DB Summary with your payment remitance	7.45 5.11 1.36 1.36	Hodified Renewal Renewal Renewal Previous	I Next
4364355 4364355 92364086 TEST12345 Showing 1 to 4 of 4 entries Dolicy Terms & Constitues 1	23319082 // 27668743 R 27668743 R	City, Osta, Zip Bank Roufing Number Account Number Peyse Address Addendum # V Corporation Name Bank Name	Minisuices, WI 53202 475000022 112-805-706 ZO E. KRourit Avs MOLCLinc, Premium Bill ID and Bill ID 40 MOLC UB Bank 40 40 40 40 40 40 40 40 40 40	ACC Concentration of the second second Box 2004 Index void Second Second Second Monumery with your payment remainance Commeny with your payment remainance	7.45 5.11 1.36 41.36	Hodified Renewal Renewal Previous C Mortage Guerrarity In	Next
del 4264555 del 22364086 del 22364086 TEST12345 Showing 1 to 4 of 4 entries Nulsy Tems & Conditions 1	23319082 FT 27668743 Ft 27668743 Ft 8 8 88a Becurity	City State, Zip Bank Routing Number Account Number Payee Address Adsendum # W Corporation Name Dank Name City, State, Zip	Milliveskee, Wr 5202 47500022 112-867-706 270 E. Kithourn Ave MICLExix, Prentum Bill ID end MICL ID MICLE Milliveskee, Wr 5202 Milliveskee, Wr 5202	NOC 20 Personal Bit Moc 24 Personal Bit Doc 7641 Mocular the space of the space of the space Subset of the space of the space of the space Subset of the space of the space of the space Subset of the space of the space of the space of the space Subset of the space o	7.45 5.11 1.36 1.36	Holdfied Reneval Reneval Previous C Mintpage Generally J	Next
	23319082 FV 27668743 FV 27668743 FV 27668743 FV	City, Stales, Zie Banis, Routing Namber Account Nember Payse Adoes Addendum # Corporation Name Corporation Name Cally Stales, Zije Banis Routing Namber	Minisuke, Wi 5202 97500022 112-865-708 1276 E. Kikouri Ave MOCC JO 105 Data MOIC US Data MINisuke, Wi 5202 97500022	MOC Law, Pennin Bil Bor 744 Brannes K. Kostin - 6493 Brannes M. Kostin	7.45 5.11 1.36 1.36	Holdfied Keneval Reneval Previous C Martuage Georetry In	Next
	23319082 FV 27668743 FV 27668743 FV 8 Phg Becurity	City, Steik, Zie Bank Roufing Kanteer Acceant Noreiner Pape Addreas Addendum # W W Corporation Noreis Bank Noring Kanteer Acceant Northee	Milvaure, 19 5202 17500022 121 667706 270 E. Kithouri Ave MilOCAre, Prenum Bil D ed Milo C D MIC US Bank Miloure, 19 5202 187900022 112-65-706	INCO Law Person Bil Bio Callo Fernan Bil Bio Sea Biologia (S3276-640) Rocuet the applicable Prensum Bil Summery with your payment remoting	7.45	Hoffiel Reteval Reteval Previous O Minlawy Guardy M	Next
Selections Selections Selections Testricates	23319082 PK 27668743 Pr 27668743 Pr 9 30a Bacurity	City, Steik, Zie Bank Roufing Kanteer Accessit Noreheer Projek Addeed Addendum # W Corporation Name Dank Name Caty, Stalk, Zijo Bank Nouting Bank Nouting Bank Nouting Bank Nouting Parjee Addees Hetereco #	Milvauree, 19 5202 07500022 121-067706 270 E. Kihouri Ava MilOCure, Prenum Bil D Milouree, 19 5202 07500022 112-957706 275 E. Kihouri Ava	INCLESS PRENIN BE MOLESS PRENIN BE BALLESS BALLESS BALLESS BALLESS SUPERING STATES SUPERING SUPERING STATES SUPERING STATES SUPERING STATES SUPERING STATES SUPERING STATES SUPERING STATES SUPERING SUPERING STATES SUPERING SUPERING SUPERING STATES SUPERING SUPERING	7.45	Holfed Retexul Eartend Retexul Presteux	Next

10. View Premium Bill Information

For more details on your Premium Bill, click the Premium Bill Information button, located in the upper right-hand side of the Premium Bill Detail screen.



MGIC Premium Bill Information

GENERAL INFORMATION

This premium bill includes premium(s) due to Mortgage Guaranty Insurance Corporation, MGIC Indemnity Corporation, and for coverage on unimproved lot loans issued by MGIC Assurance Corporation. Each bill contains:

MGIC

- Insurance premiums due* for current and unpaid coverage periods
 Applicable premium taxes or assessments required by any state or local jurisdiction
 *Includes premium due for loans in default

For state of New York properties ONLY:

For state or new Tork properties UNLT: It is the insured's or servicer's responsibility to comply with New York Insurance Law 6503 (d) & (e): a mortgagor shall not be required to pay, directly or indirectly, the cost of continuing insurance on a loan secured by a first lien on NY real estate when the unpaid principal balance is 75% or less of the original appraised value. For SONYMA loans, use 60% of original fair market value. Please refer to the Homeowners Protection Act to determine its effect on this New York law.

Premium Bill Due Date: Premium is due by the payment due date as shown on each bill. Any premiums not received and applied by MGIC before your next bill creation date*, will be included on the subsequent months' bill and indicated at loan level with a coverage termination date.

If payment is not received within the 60 day grace period after the payment due date, coverage will be cancelled on the certificate by the coverage termination date indicated on the bill, unless the loan is in default.

* For your next bill creation date, see Billing Cycles

PREMIUM BILL HISTORY

This history provides a listing of premium bills issued beginning when you first elected to receive bills via MGIC/Link

You can access an individual premium bill by clicking the Premium Bill ID. You may also view a summary of the bills submitted by clicking on the PDF icon located next to the bill status.

Bill History Field Descriptions

Field	Description				
Premium Bill ID	Unique identifier assigned to the premium bill; Allows user to access individual premium bill				
Bill Type	Borrower Paid-Includes Borrower Paid Mortgage insurance Premiums				
	Borrower Paid/Combined-Includes both Borrower Paid & Lender Paid Premiums				
	Lender Paid-Includes Lender Paid Mortgage Insurance Premiums				
Payment Due Date	Date the premium payment is due				
Bill Creation Date	Date the bill was created				
Total Premium/Tax Billed	Total premium and tax billed on the bill creation date				
Bill Status	Indicates the current status of the bill. Values are as follows:				
	Never Accessed-Bill has not been viewed				