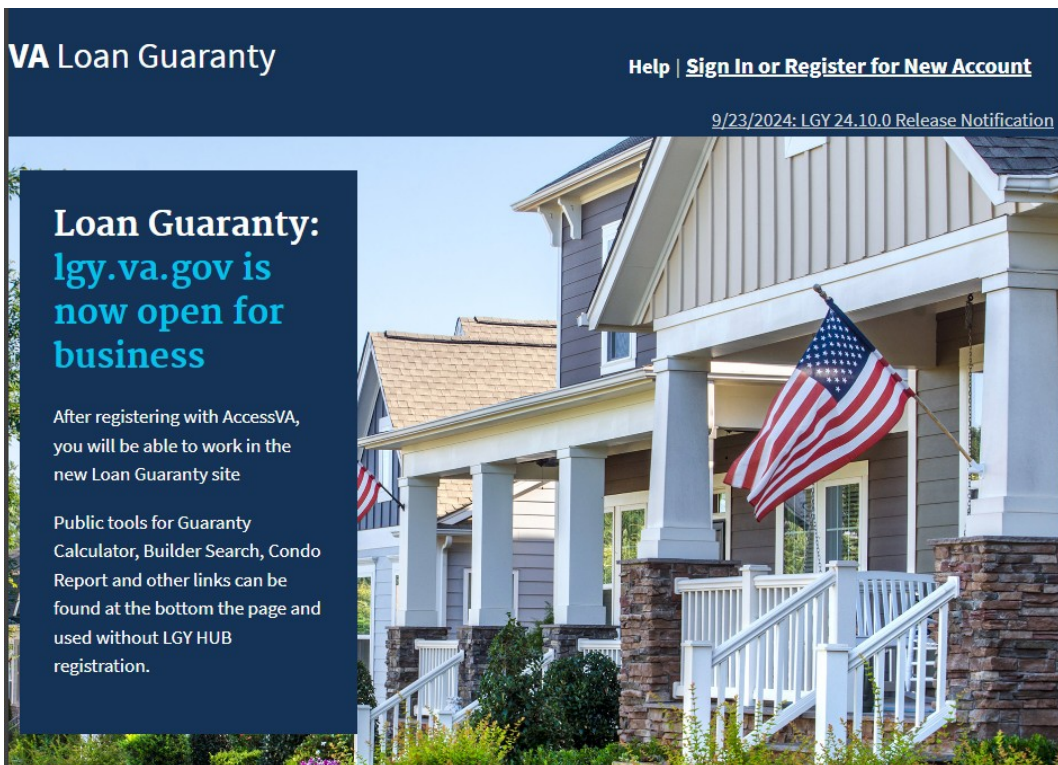
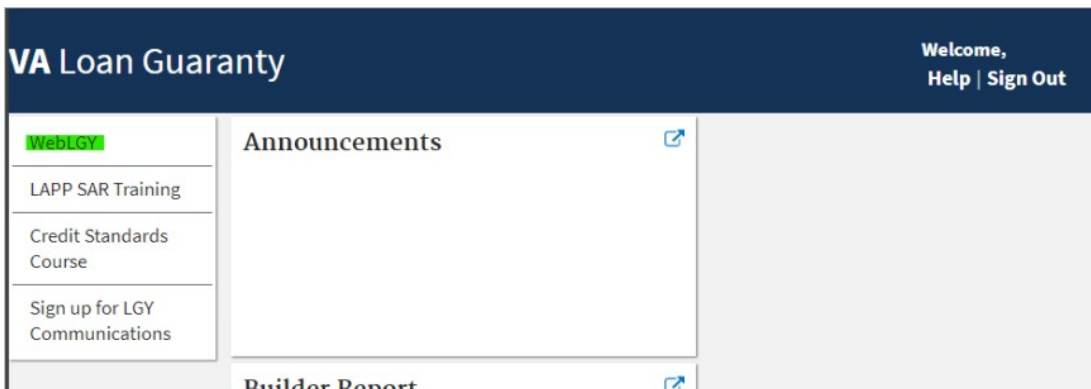


Requesting Prior Approval

Lenders Login to VA's Loan Guaranty system:

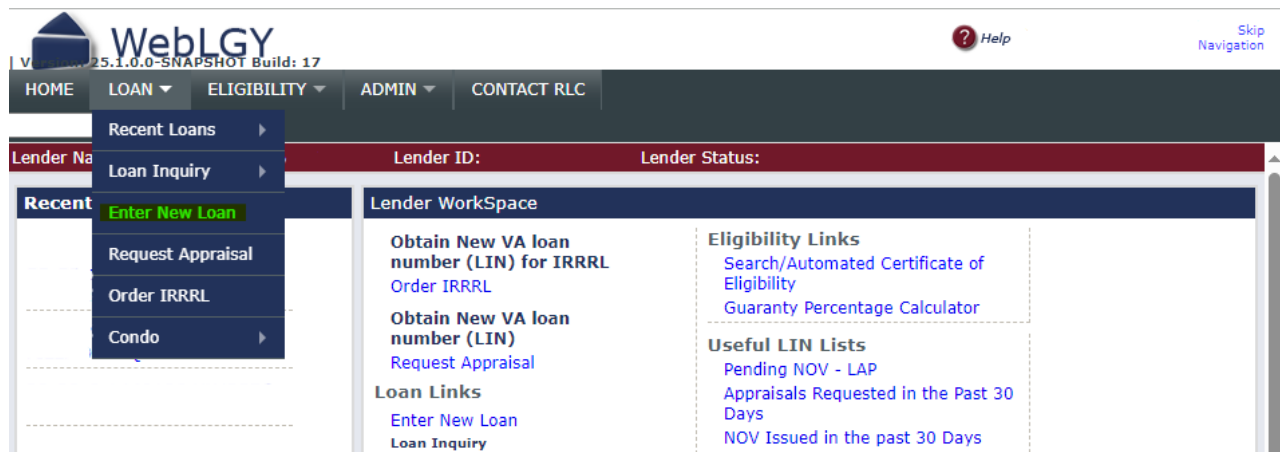


And navigate to WebLGY



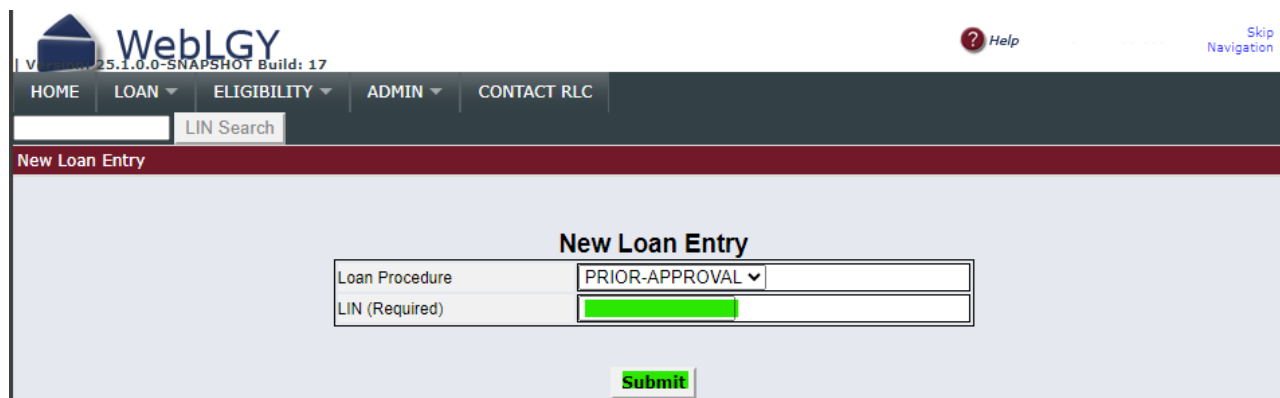
Requesting Prior Approval

Using the top navigation the lender selects Loan > Enter New Loan



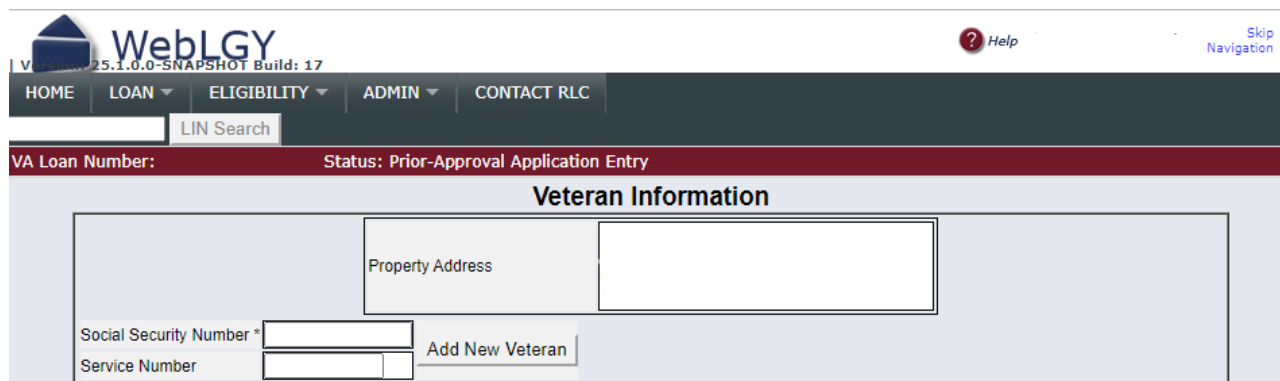
The screenshot shows the WebLGY Lender Workspace. The top navigation bar includes HOME, LOAN, ELIGIBILITY, ADMIN, and CONTACT RLC. The LOAN dropdown menu is open, showing options: Recent Loans, Loan Inquiry, Enter New Loan (highlighted), Request Appraisal, Order IRRRL, and Condo. The main content area is titled 'Lender WorkSpace' and contains sections for 'Obtain New VA loan number (LIN) for IRRRL', 'Obtain New VA loan number (LIN)', 'Loan Links', 'Eligibility Links', and 'Useful LIN Lists'. The 'Enter New Loan' option is highlighted in the dropdown menu.

The lender will use the Loan Procedure drop down to select Prior-Approval, enter the LIN and click Submit.



The screenshot shows the 'New Loan Entry' form. The form has a title 'New Loan Entry' and two input fields: 'Loan Procedure' with a dropdown menu set to 'PRIOR-APPROVAL' and 'LIN (Required)' with a green input field. A 'Submit' button is located at the bottom of the form.


The lender will enter the requested information and then click Add New Veteran, they will click Add New Veteran for each Veteran using entitlement on the loan.




The screenshot shows the 'Veteran Information' form. The form has a title 'Veteran Information' and a 'VA Loan Number:' field. Below the title, there is a 'Property Address' field and a 'Social Security Number *' field. A 'Service Number' field is also present. An 'Add New Veteran' button is located at the bottom right of the form.

Requesting Prior Approval

The lender will review the information returned, complete the necessary fields, and click Loan Analysis.

 **WebLGY**
Version 25.1.0.0-SNAPSHOT Build: 17

 [Help](#)

[Skip Navigation](#)

HOME | LOAN ▾ | ELIGIBILITY ▾ | ADMIN ▾ | CONTACT RLC

LIN Search

VA Loan Number: Status: Prior-Approval Application Entry

Veteran Information

Property Address

Social Security Number *

Service Number

Add New Veteran

Veteran Remove Veteran

Social Security Number *	<input type="text"/>	Show / Hide	Validate Veteran	<input type="text"/>
Name	<input type="text"/>			
Service Number	<input type="text"/>			
Gender *	<input type="text"/>	<input type="text"/>		
Date of Birth *	<input type="text"/>	<input type="text"/>		
Email Address	<input type="text"/>			
Ethnicity *	<input type="text"/>	<input type="text"/>		
Race *	<input type="checkbox"/> White <input type="checkbox"/> Black or African American <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> Other reported <input type="checkbox"/> No value entered/Not provided			
Entitlement Code *	<input type="text"/>			
Entitlement Available *	<input type="text"/>			
Branch of Service *	<input type="text"/>			
Military Status *	<input type="text"/>			
First Time Home Buyer *	<input type="text"/>	<input type="text"/>		
Subsequent Use *	<input type="text"/>			
Funding Fee Exempt *	<input type="text"/>	<input type="text"/>		


Loan Analysis

Requesting Prior Approval

The lender will then fill in the Loan Analysis

Loan Analysis

Veteran's Name		
Status of Loan		
Loan Procedure	Prior Approval Supervised	
Designation	Existing	
Property Type		
Home Category		
Type of Structure		
Loan Amount *	\$	
Refinance Code *		
Loan Purpose *		
Ownership Type *		
Type of Mortgage *		
Interest Rate *		
Underwriter Interest Rate		

 Department of Veterans Affairs	LOAN ANALYSIS	LOAN NUMBER
<p>PRIVACY ACT INFORMATION: The VA will not disclose information collected on this form to any source other than what has been authorized under the Privacy Act of 1974 or Title 5, Code of Federal Regulations 1.526 for routine uses as (i.e., the record of an individual who is covered by this system may be disclosed to a member of Congress or staff person acting for the member when the request is made on behalf of the individual) identified in the VA system of records, 55VA26, Loan Guaranty Home, Condominium and Manufactured Home Loan Applicant Records, Specially Adapted Housing Applicant Records, and Vendee Loan Applicant Records - VA, published in the Federal Register. Your obligation to respond is required in order to determine the veteran's qualifications for the loan.</p> <p>RESPONDENT BURDEN: This information is needed to help determine a veteran's qualifications for a VA guaranteed loan. Title 38, USC, section 3710 authorizes collection of this information. We estimate that you will need an average of 30 minutes to review the instructions, find the information, and complete this form. VA cannot conduct or sponsor a collection of information unless a valid OMB control number is displayed. You are not required to respond to a collection of information if this number is not displayed. Valid OMB control numbers can be located on the OMB Internet Page at: www.whitehouse.gov/omb/library/OMBINV.VA.EPA.htm#VA. If desired, you can call 1-800-827-1000 to get information on where to send comments or suggestions about this form.</p>		
CRV DATA (VA USE)		
49a. REASONABLE VALUE	49b. EXPIRATION DATE	49c. ECONOMIC LIFE (YEARS)
\$		Years
SECTION A		

Requesting Prior Approval

Loan Analysis, continued

SECTION A			
2. PURCHASE PRICE *	\$		
3. CASH DOWN PAYMENT ON PURCHASE PRICE *	\$		
SECTION B - BORROWER'S PERSONAL AND FINANCIAL STATUS			
4. APPLICANT'S AGE			
5. OCCUPATION OF APPLICANT *			
6A. NUMBER OF YEARS AT PRESENT EMPLOYMENT			
6B. NUMBER OF MONTHS AT PRESENT EMPLOYMENT			
7A. LIQUID ASSETS *	\$		
7B. TOTAL ASSETS *	\$		
8. CURRENT MONTHLY HOUSING EXPENSES *	\$		
9. UTILITIES INCLUDED?	<input type="checkbox"/> YES		
10. SPOUSE'S AGE			
11. OCCUPATION OF SPOUSE			
12A. NUMBER OF YEARS AT PRESENT EMPLOYMENT			
12B. NUMBER OF MONTHS AT PRESENT EMPLOYMENT			
12C. SPOUSE INCOME CONSIDERED?	<input type="checkbox"/> YES		
13. AGE OF DEPENDENTS			
SECTION C - ESTIMATED MONTHLY SHELTER EXPENSES (This Property)			
ITEMS	AMOUNT		
NOTE: ROUND ALL DOLLAR AMOUNTS BELOW TO THE NEAREST WHOLE DOLLAR			
14. TERM (Months) *			
15. MORTGAGE PAYMENT (Principal and Interest) *	\$		
16. REALTY TAXES *	\$		
17. HAZARD INSURANCE *	\$		
18. SPECIAL ASSESSMENTS	\$		
19. MAINTENANCE AND UTILITIES *	\$		
20. OTHER (HOA, Condo Fees)	\$		
21. TOTAL	\$		
SECTION D - DEBTS AND OBLIGATIONS (Itemize and indicate by (check) which debts considered in Section E, Line 41)			

SECTION D - DEBTS AND OBLIGATIONS (Itemize and indicate by (check) which debts considered in Section E, Line 41)			
ITEMS	(check)	MONTHLY PAYMENT	UNPAID BALANCE
22.	<input type="checkbox"/>	\$	\$
23.	<input type="checkbox"/>	\$	\$
24.	<input type="checkbox"/>	\$	\$
25.	<input type="checkbox"/>	\$	\$
26.	<input type="checkbox"/>	\$	\$
27.	<input type="checkbox"/>	\$	\$
28.	<input type="checkbox"/>	\$	\$
29.	<input type="checkbox"/>	\$	\$
30. TOTAL		\$0	\$0
SECTION E - MONTHLY INCOME AND DEDUCTIONS			

Loan Analysis, continued

SECTION E - MONTHLY INCOME AND DEDUCTIONS

ITEMS	BORROWER	CO-BORROWER	TOTAL
31. MONTHLY EARNINGS FROM EMPLOYMENT	\$	\$	\$0
31A. TAX FILING MARITAL STATUS			
31B. SELF EMPLOYED?			
31C. NUMBER OF EXEMPTIONS			
32. FEDERAL INCOME TAX	\$	\$	Calculate
32B. TAX FILING STATE			
33. STATE INCOME TAX	\$	\$	Calculate
34. RETIREMENT OR SOCIAL SECURITY	\$	\$	Calculate
35. OTHER (SPECIFY)	\$	\$	
36. TOTAL DEDUCTIONS	\$0	\$0	\$0
37. NET TAKE HOME PAY	\$0	\$0	\$0
38. PENSION, COMPENSATION OR OTHER NET INCOME	\$	\$	\$0
39. TOTAL (Sum of lines 37 and 38)	\$0	\$0	\$0
40. LESS THOSE OBLIGATIONS IN SECTION D WHICH SHOULD BE DEDUCTED FROM INCOME			\$0
41. TOTAL NET EFFECTIVE INCOME			\$0
42. LESS ESTIMATED MONTHLY SHELTER EXPENSE (Line 21)			\$
43A. GEOGRAPHICAL REGION			
43B. FAMILY SIZE			
43C. BALANCE AVAILABLE FOR FAMILY SUPPORT GUIDELINE:	Calculate	\$	\$ The Balance Available must be a positive Number!
44. RATIO (Sum of Items 15, 16, 17, 18, 20 and 40 (divided by) Sum of Items 31 and 38)			0 %
45. PAST CREDIT RECORD *		<input type="radio"/> SATISFACTORY <input type="radio"/> UNSATISFACTORY	
46. DOES LOAN MEET VA CREDIT STANDARDS? * (Give reasons for decision under "Remarks" if necessary)		<input type="radio"/> YES <input type="radio"/> NO	
47. CAIVRS			
48. NOTES (To see previous notes, use the Notes function on the left navigation bar.)			
Public			

48. NOTES (To see previous notes, use the Notes function on the left navigation bar.)

Public

Submit

Requesting Prior Approval

After clicking Submit, the lender will upload the Prior Approval Loan Package outlined in the Stacking Order by selecting the 'Correspondence' link on the left navigation panel.

The screenshot displays the WebLGY system interface. At the top, there is a navigation bar with links: HOME, LOAN, ELIGIBILITY, ADMIN, and CONTACT RLC. A 'LIN Search' box is also present. The main header area shows 'IND APPRAISAL (11/02/2022) NOV Issued' and 'Loan Status: Application Received'. The 'Loan Status & History' section is active, showing 'Audit: No'. The left sidebar contains a 'LOAN INFORMATION' dropdown menu with options: LOAN PROCESSING, Status & History, Notes, Change Lender, Correspondence (highlighted), CERTIFICATES, PRIOR APPROVAL, Analysis, and Cancel or Withdraw. The main content area is divided into three sections: Veteran/Obligor Information, Property Information, and Loan Information. The Veteran/Obligor Information section includes fields for Obligor Name, Date of Birth, SSN, Entitlement Code, Entitlement Charged, and Restoration Code. The Property Information section includes fields for Property Documents (with links to Appraisal Report and Sales Contract), Property Address, and Building Type. The Loan Information section includes fields for Refinance/Loan Code, Loan Use, Purchase Price, Down Payment, Base Loan Amount, Energy Improvements, and Funding Fee. The Guaranty Information section includes fields for Guaranty Documents, Guaranty Date, Guaranty Amount, and Guaranty Percent.

The lender will then Select the document for upload. There is a place for an optional note as well.

The screenshot shows the 'Correspondence' form. The form has a header 'Correspondence' and a sub-header 'Enter Correspondence'. The form fields are: Submission Date* (text input), Document Association* (dropdown menu with 'Loan' selected), Correspondence Type* (dropdown menu with 'Document Received' selected), Document Type* (dropdown menu with 'Prior Approval Loan Package' selected), File to Upload* (button 'Choose File' and text 'No file chosen'), Document Name* (text input), and Public Document (checkbox checked). On the right side, there is a 'User' field and a 'Note' field with a 'Public Note' label. A green 'Submit' button is located at the bottom right of the form.

Once the lender hits submit, the loan is routed to VA for prior approval review.