



Reggora Appraisal Notifications

PROCESSOR NOTIFICATIONS

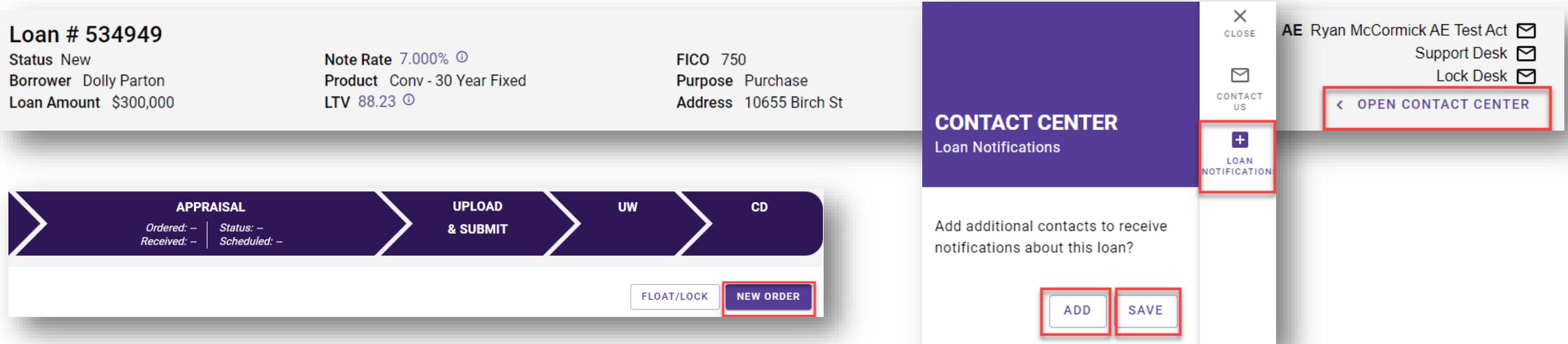
- The LOAN OFFICER is the only one that will receive the appraisal notifications.
- If the PROCESSOR would like to receive notifications, they will need to contact support@fcmtpo.com to request to be set up.

PROCESSOR NOTIFICATIONS

- The Support Team can set up the Processor to receive notifications based on one of the 3 options:
 - **LOAN OFFICER SPECIFIC** (only receives notifications for specific LO's)
 - **COMPANY WIDE** (receives notifications for all LO's at the company)
 - **ROUND ROBIN** (receives notifications only on loans they are assigned to)
- For the LOAN OFFICER SPECIFIC & COMPANY WIDE PROCESSORS, nothing further needs to be done after their account has been created.
- For the ROUND ROBIN PROCESSOR, they will have an **additional step** that needs to be done on EACH loan.

ROUND ROBIN PROCESSOR NOTIFICATIONS

- The Round Robin Processor’s email will need to be added as a Contact in the Loan Notifications within the Contact Center in FCM FUEL with each loan.
- This can be done by going to the Contact Center. Click on “Loan Notifications” and then add the processor’s email address, and click save.
- **This step must be done first before you click on the “New Order” button on the Appraisal tab.** NOTE: If this step is done after the “New Order” button is clicked, the Processor is unable to be added for notifications on that appraisal order.



Loan # 534949
Status New
Borrower Dolly Parton
Loan Amount \$300,000

Note Rate 7.000% ⓘ
Product Conv - 30 Year Fixed
LTV 88.23 ⓘ

FICO 750
Purpose Purchase
Address 10655 Birch St

CONTACT CENTER
Loan Notifications

AE Ryan McCormick AE Test Act
Support Desk
Lock Desk
[← OPEN CONTACT CENTER](#)

APPRAISAL | **UPLOAD & SUBMIT** | **UW** | **CD**

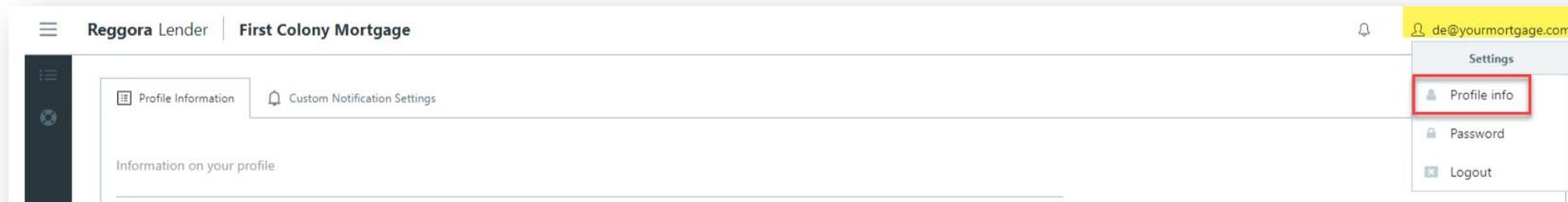
Ordered: - | Status: -
Received: - | Scheduled: -

FLOAT/LOCK **NEW ORDER**

ADD SAVE

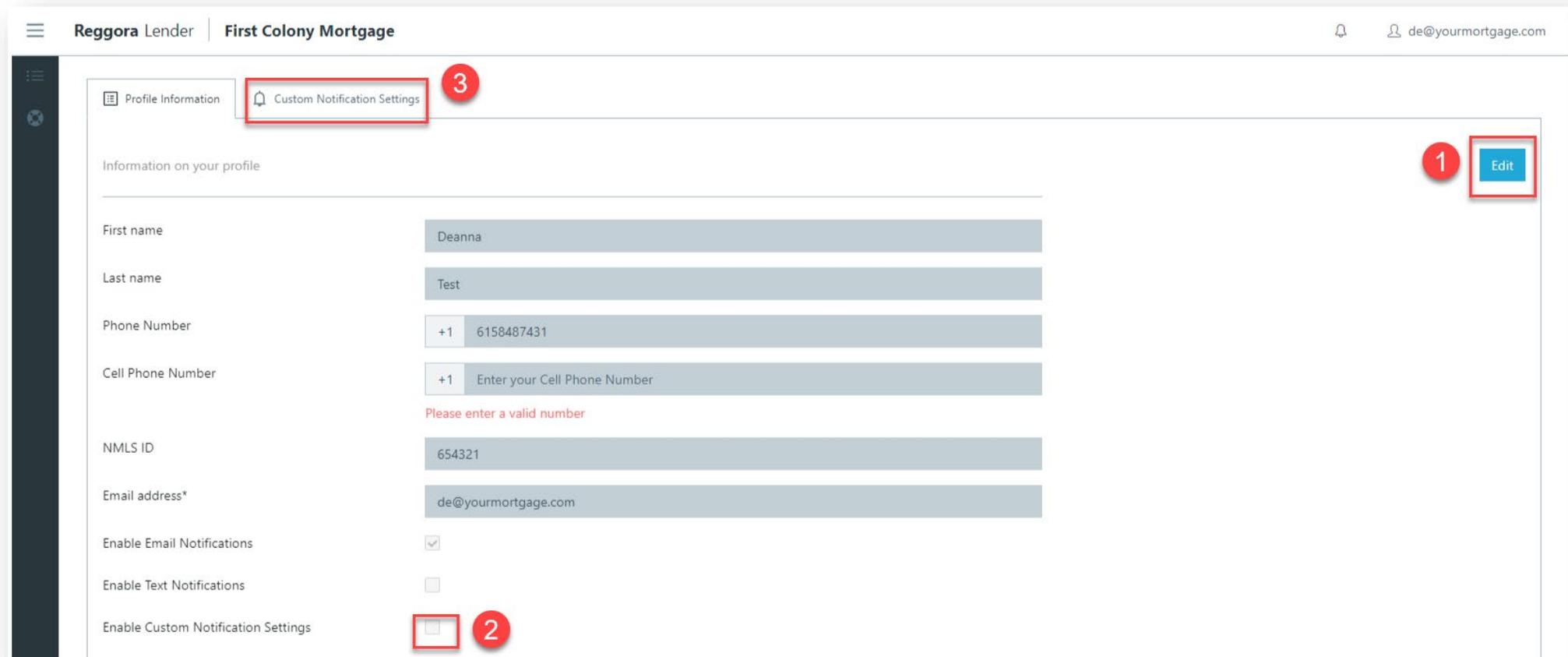
EDITING LOAN OFFICER NOTIFICATIONS

- If the Loan Officer would like to make changes to the loan notifications they are receiving, they can do so from their Reggora pipeline.
- This is found when you click on “New Order” or “Manage Order” from the Appraisal tab in FCM FUEL.
 - At the top right, the Loan Officer’s email address is listed. Click on that, and choose “Profile Info”.



EDITING LOAN OFFICER NOTIFICATIONS

1. Click Edit.
2. Click checkbox for “Enable Custom Notification Settings”
3. Click the “Custom Notification Settings” tab



The screenshot shows a web interface for a lender named Reggora Lender, specifically for First Colony Mortgage. The user is logged in as 'de@yourmortgage.com'. The page displays profile information for a user named Deanna Test. The 'Custom Notification Settings' tab is selected and highlighted with a red box and a red circle containing the number 3. An 'Edit' button is highlighted with a red box and a red circle containing the number 1. The 'Enable Custom Notification Settings' checkbox is highlighted with a red box and a red circle containing the number 2. The profile information includes fields for First name (Deanna), Last name (Test), Phone Number (+1 6158487431), Cell Phone Number (+1 Enter your Cell Phone Number), NMLS ID (654321), and Email address* (de@yourmortgage.com). There are also checkboxes for 'Enable Email Notifications' (checked), 'Enable Text Notifications' (unchecked), and 'Enable Custom Notification Settings' (unchecked).

EDITING LOAN OFFICER NOTIFICATIONS



4. Click/Uncheck Notifications based on preference, and click “Save” to save changes.

Reggora Lender | First Colony Mortgage

de@yourmortgage.com

Profile Information | Custom Notification Settings

Your custom notification settings ⓘ

Status Change <input checked="" type="checkbox"/>	Consumer Submission Download Alerts <input checked="" type="checkbox"/>
Order Message <input checked="" type="checkbox"/>	Order Behind Schedule <input checked="" type="checkbox"/>
Report Delivery <input checked="" type="checkbox"/>	Order Note Created <input checked="" type="checkbox"/>
Order Approved <input checked="" type="checkbox"/>	Requires Lender Attention <input type="checkbox"/>
Inspection Scheduled <input checked="" type="checkbox"/>	Order Cancel Request <input checked="" type="checkbox"/>
Report Completed <input checked="" type="checkbox"/>	Evault Upload <input checked="" type="checkbox"/>

4 Save

For more detailed instructions, please view the
“FCM Appraisal User Guide” in the
FCM FUEL Resource Center.

Please contact support@fcmtpo.com
should you have any questions.