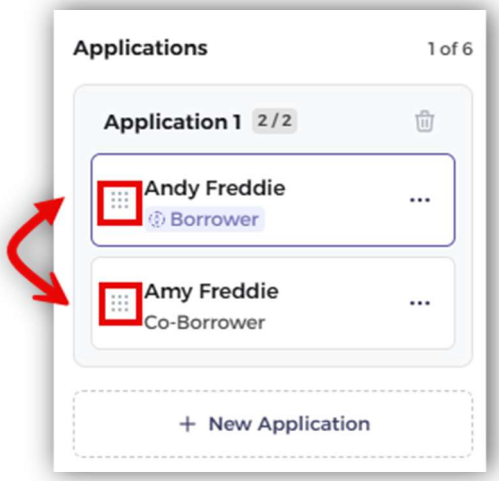
MANAGING BORROWERS ON LOAN APPLICATIONS:

If you need to reposition the borrowers on an Application within CODA:

- Go to **Edit 1003**, then click on the **Borrower** tab.
- Click the **square grid** icon next to the borrower and drag the borrower up or down to the intended position.
- Click **Save**.

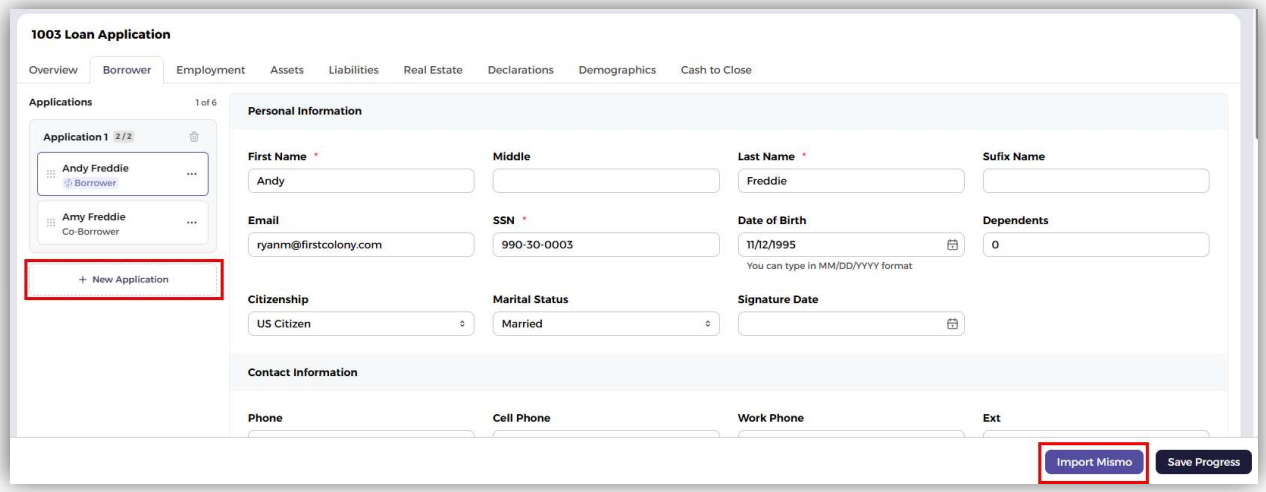


ADD AN ADDITIONAL APPLICATION OR MOVING BORROWERS BETWEEN APPLICATIONS:

There are 2 options:

Go to **Edit 1003**:

- Click **Import Mismo** to bring in the 1003 data of the additional borrower(s).
- **OR** you can click the **+Application** button on the **Borrower** tab to manually add.
- You can then click the **square grid** to drag the borrowers up or down to the intended application.



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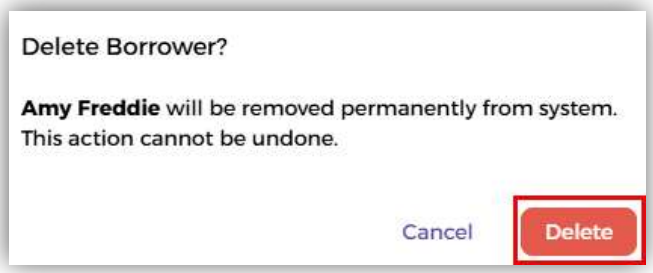
DELETING A BORROWER:

- To delete a Borrower, click on the **3 dots** next to the Borrower's Name, and click **Remove from loan**.



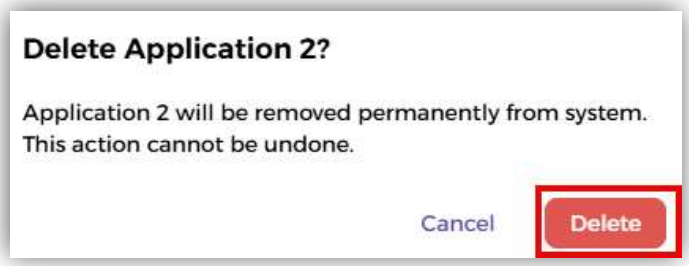
A message will appear, **Delete Borrower?**

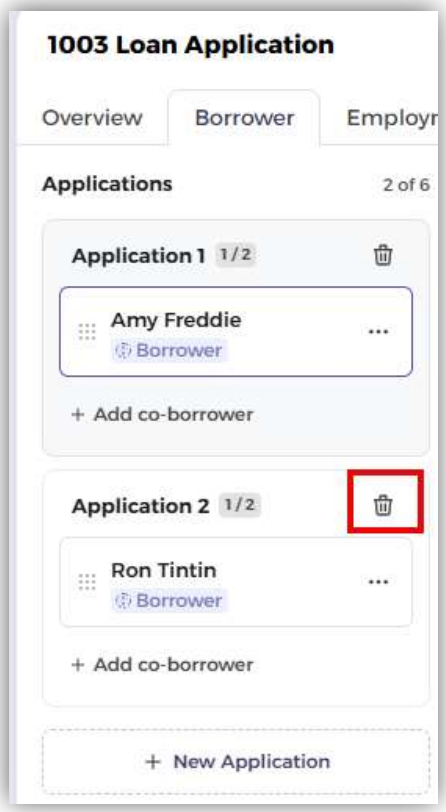
- Click **Delete** button.



DELETE AN ENTIRE APPLICATION:

- Click the **trash can** icon to the right of the intended Application.
- A message will appear, **Delete Application?**
- Click **Delete** button.





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