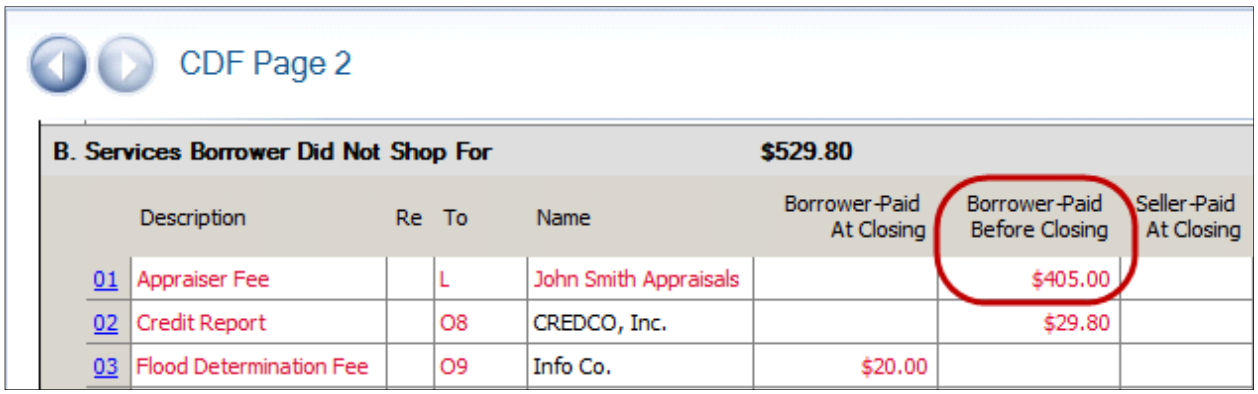
Entering and Splitting POC Charges on the CDF

Follow these steps to enter **POC** and **Partial POC** items.

Entering a Full POC

1. Navigate to the **CDF Page 2** screen
2. On the next available line, enter the full amount of the charge in the **Borrower Paid Before Closing** column



CDF Page 2

B. Services Borrower Did Not Shop For **$529.80**

	Description	Re	To	Name	Borrower-Paid At Closing	Borrower-Paid Before Closing	Seller-Paid At Closing
01	Appraiser Fee		L	John Smith Appraisals		$405.00	
02	Credit Report		O8	CREDCO, Inc.		$29.80	
03	Flood Determination Fee		O9	Info Co.	$20.00		

Entering a Partial POC

1. Navigate to the **CDF Page 2** screen
2. On the next available line, enter the amount to be paid at closing in the **Borrower Paid At Closing** column
3. Enter the POC amount in the **Borrower Paid Before Closing** column

CDF Page 2

B. Services Borrower Did Not Shop For **$529.80**

	Description	Re	To	Name	Borrower-Paid At Closing	Borrower-Paid Before Closing	Seller-Paid At Closing
01	Appraiser Fee		L	John Smith Appraisals	$205.00	$200.00	
02	Credit Report		O8	CREDCO, Inc.		$29.80	
03	Flood Determination Fee		O9	Info Co.	$20.00		

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