



Debts to be Paid at Closing and Prior to Closing



M/I FINANCIAL, LLC

A Subsidiary of M/I Homes, Inc.

Debts to be Paid at Closing

To add debts to be paid at closing, go into your 1003 URLA Part 3, 2c, Liabilities. Press Show All VOL.

The screenshot shows the '1003 URLA Part 3' form, specifically the '2c. Liabilities - Credit Cards, Other Debts and Leases That You Owe - Borrower and Co-Borrower' section. The 'Show all VOL' button is circled in red. The form includes a table with columns for 'Bor/Cob or Both', 'Account Type', 'Company Name', 'Account Number', 'Unpaid Balance', 'Paid Off', 'Monthly Amount', and 'Included in Section 3'. The table lists four liabilities: two 'Lease Payments' from Mountain Bank and two 'Revolving' accounts from Hemlocks. The 'Show all Other Liabilities' button is also visible at the bottom.

Bor/Cob or Both	Account Type	Company Name	Account Number	Unpaid Balance	Paid Off	Monthly Amount	Included in Section 3
Borrower	Lease Payments	Mountain Bank	19732	2,600.00	<input type="checkbox"/>	123.00	<input type="checkbox"/>
Borrower	Revolving	Hemlocks	3184	437.00	<input type="checkbox"/>	44.00	<input type="checkbox"/>
Borrower	Lease Payments	Mountain Bank	9732	2,600.00	<input type="checkbox"/>	123.00	<input type="checkbox"/>
Borrower	Revolving	Hemlocks	3184	437.00	<input type="checkbox"/>	44.00	<input type="checkbox"/>
					<input type="checkbox"/>		<input type="checkbox"/>

Debts to be Paid at Closing

When the Show All VOL is open, highlight the debt to be paid at closing. Scroll down to Debt Information and mark Exclude from URLA Liabilities Total.

The screenshot shows the 'Quick Entry - VOL' window. At the top is a table with the following data:

Creditor	Type	Balance	Months	Payment	Exclude Mon. Pay	To Be Paid Off
Hemlocks	Revolving	437.00		44.00	N	N
Mountain Bank	Lease Payments	2,600.00		123.00	N	N
Hemlocks	Revolving	437.00		44.00	Y	N

Below the table is the 'Debt Information' form. The 'Exclude from URLA Liabilities Total' checkbox is checked and circled in red. Other fields include:

- Factor for Revolving Debt: []
- No. Months to exclude from installment debts: []
- ☐ Will be paid off (*)
- Purpose: []
- UCD Payoff Type: [v]
- ☐ This Debt is NOT secured to Subject Property?
- ☒ Exclude from URLA Liabilities Total
- ☐ Resubordinated Indicator
- ☐ Subject Property
- Current Lien Position: [v]
- Proposed Lien Position: [v]
- ☐ Bank Liability Considered in Exposure
- Balance: 437.00
- Months Left: []
- Payment: 44.00
- Credit Limit: []
- ☐ Payment includes Taxes and Insurance
- Prepayment Penalty: []
- Payoff Amount: []
- Energy Efficient Debt
 - ☐ PACE Loan
 - ☐ Energy Improvement

Debts to be Paid at Closing

For Debts to be paid off at closing, go into Forms, 1003 URLA Part 3, 2c, Liabilities. Check mark the paid off button.

Forms Tools Services

- MI Borrower Summary - Origination
- 1003 URLA - Lender
- 1003 URLA Part 1
- 1003 URLA Part 2
- 1003 URLA Part 3**
- 1003 URLA Part 4
- 1003 URLA Continuation
- MI Borrower Summary

2c. Liabilities - Credit Cards, Other Debts and Leases That You Owe - Borrower and Co-Borrower [Show all VOL](#)

Borrower ☐ Does not apply
Co-Borrower ☐ Does not apply

[Order Credit](#) [View Credit](#) [Import Liabilities](#)

Bor/Cob or Both	Account Type	Company Name	Account Number	Unpaid Balance	Paid Off	Monthly Amount	Included in Section 3
Borrower	Lease Payments	Mountain Bank	9732	2,600.00	<input type="checkbox"/>	123.00	<input type="checkbox"/> X
Borrower	Revolving	Hemlocks	3184	437.00	<input checked="" type="checkbox"/>	44.00	<input type="checkbox"/> X
Borrower	Lease Payments	Mountain Bank	9732	2,600.00	<input type="checkbox"/>	123.00	<input type="checkbox"/> X
Borrower	Revolving	Hemlocks	3184	437.00	<input type="checkbox"/>	44.00	<input type="checkbox"/> X
					<input type="checkbox"/>		<input type="checkbox"/> X

2d. Other Liabilities and Expenses - Borrower and Co-Borrower [Show all Other Liabilities](#)

Borrower ☐ Does not apply

Debts to be Paid at Closing

Open in Forms,
Closing
Disclosure Page
3, press Payoffs
and Payments.

Confirm the
debt to be paid
at closing is
marked paid off
and include.

Press OK.

Good Faith Fee Variance Violated 11/11/25
eConsent Accepted - Amy Americ 10/07/25
eConsent Accepted - Andy DNUF 10/07/25
20 loan document(s) retrieved 10/08/25
Income analyzer has open issues 11/10/25

Forms Tools Services

Verbal Verification of Employment
Verification of Additional Loans
Verification of Gifts and Grants
Verification of Other Assets
Verification of Other Income
Verification of Other Liability
Borrower Information - Vesting
Property Information
Aggregate Escrow Account
RegZ - CD
Closing Conditions
Closing Disclosure Page 1
Closing Disclosure Page 2
Closing Disclosure Page 3
Closing Disclosure Page 4
Closing Disclosure Page 5
M/I Financial Holdback

Summaries of Transactions

Show All (VOL) Payoffs & Payments

Borrower's Transaction Seller's Transaction

Payoffs and Payments

Disbursement to Others

Paid Off	Include	Pair	Creditor Name	Description of Purpose	Balance	Payoff Amount	UCD Type
<input type="checkbox"/> 1	<input type="checkbox"/>	1	Best		210,279.00		
<input type="checkbox"/> 2	<input type="checkbox"/>	1	Callable		210,027.00		
<input type="checkbox"/> 3	<input type="checkbox"/>	1	Allen		4,665.00		
<input checked="" type="checkbox"/> 4	<input checked="" type="checkbox"/>	1	Relentless		1,554.00	1,554.00	Installment
<input type="checkbox"/> 5	<input type="checkbox"/>	1	Bursting		1,357.00		
<input type="checkbox"/> 6	<input type="checkbox"/>	1	Prime		450.00		
<input type="checkbox"/> 7	<input type="checkbox"/>	1	Capital		29.00		

Total Payoffs and Payments \$ 1,554.00

Calculating Cash to Close

Loan Amount		450,000.00
Total Closing Costs (J)	-	12,938.83
Closing Costs Paid Before Closing		0.00
Total Payoffs and Payments (K)	-	1,554.00
Cash to Close	To Borrower	435,507.17

OK Cancel



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Debts to be Paid at Closing

Once you press Ok, Encompass will want you to confirm to add the payoff, select yes.

Payoff can be confirmed added, in Forms, Closing Disclosure Page 3.

The payoff will also reflect on your AUS findings and on your CD.

Summaries of Transactions

Borrower's Transaction | Seller's Transaction | Omit from Print

Payoffs and Payments

Paid Off	Include	Pair	Creditor Name	Description of Purpose	Balance	Payoff Amount	UCD Type
<input type="checkbox"/> 1	<input type="checkbox"/>	1	Best		210,279.00		
<input type="checkbox"/> 2	<input type="checkbox"/>	1	Callable				
<input type="checkbox"/> 3	<input type="checkbox"/>	1	Allen				
<input checked="" type="checkbox"/> 4	<input checked="" type="checkbox"/>	1	Relentless				
<input type="checkbox"/> 5	<input type="checkbox"/>	1	Bursting				
<input type="checkbox"/> 6	<input type="checkbox"/>	1	Prime				
<input type="checkbox"/> 7	<input type="checkbox"/>	1	Capital				

Total Payoffs and Payments \$ 1,554.00

Calculating Cash to Close

Loan Amount	450,000.00
Total Closing Costs (J)	12,938.83
Closing Costs Paid Before Closing	0.00
Total Payoffs and Payments (K)	1,554.00
Cash to Close	To Borrower 435,507.17

Encompass

Do you want to copy Total Payoffs and Payment (K) to line K-04 in the Summaries of Transactions on the CD page 3?

Yes No

Summaries of Transactions

Borrower's Transaction

K. Due from Borrower at Closing		Sub Total	514,492.83
01	Sale Price of Property	500,000.00	
02	Sale Price of Any Personal Property Included in Sale		
03	Closing Costs Paid at Closing (J)	12,938.83	
04	Relentless	1,554.00	

Adjustments

05			
06			
07			

Adjustments for Items Paid by Seller in Advance

08	City/Town Taxes		
09	County Taxes		
10	Assessments		
11			
12			
13			
14			
15			
16			

Forms Tools Services

VOL

VOR

VOM

Verbal Verification of Employment

Verification of Additional Loans

Verification of Gifts and Grants

Verification of Other Assets

Verification of Other Income

Verification of Other Liability

Borrower Information - Vesting

Property Information

Aggregate Escrow Account

RegZ - CD

Closing Conditions

Closing Disclosure Page 1

Closing Disclosure Page 2

Closing Disclosure Page 3

FAR0121 Assets and Reserves

The total funds to be verified are no less than \$57,335.79. This amount includes:

- Required borrower funds: \$55,781.79
- Required reserves: \$0.00
- Debts to be paid off at or before closing: \$1,554.00
- Debts to be paid down at or before closing: \$0.00

Payoffs and Payments

Use this table to see a summary of your payoffs and payments to others from your loan amount.

TO	AMOUNT
01 Relentless	\$1,554.00
02	



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Debts to be Paid Prior to Closing



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Debts to be Paid Prior to Closing

To add debts to be paid prior to closing, go into your 1003 URLA Part 3, 2c, Liabilities. Press Show All VOL.

The screenshot displays the M/I Financial software interface. On the left is a sidebar menu with the following items: Forms, Tools, Services, MI Borrower Summary - Origination, 1003 URLA - Lender, 1003 URLA Part 1, 1003 URLA Part 2, 1003 URLA Part 3 (highlighted in blue), 1003 URLA Part 4, 1003 URLA Continuation, MI Prequal letter, 2015 Itemization, RegZ - LE, Loan Estimate Page 1, Loan Estimate Page 2, Loan Estimate Page 3, Request for Transcript of Tax, and Home Counseling Providers.

The main window is titled '2c. Liabilities - Credit Cards, Other Debts and Leases That You Owe - Borrower and Co-Borrower'. It features a 'Show all VOL' button circled in red. Below the title are checkboxes for 'Borrower' and 'Co-Borrower', each with a 'Does not apply' option. To the right are buttons for 'Order Credit', 'View Credit', and 'Import Liabilities'.

A table lists liabilities with the following columns: Bor/Cob or Both, Account Type, Company Name, Account Number, Unpaid Balance, Paid Off, Monthly Amount, and Included in Section 3. The table contains four entries:

Bor/Cob or Both	Account Type	Company Name	Account Number	Unpaid Balance	Paid Off	Monthly Amount	Included in Section 3
Borrower	Lease Payments	Mountain Bank	19732	2,600.00	<input type="checkbox"/>	123.00	<input type="checkbox"/>
Borrower	Revolving	Hemlocks	3184	437.00	<input type="checkbox"/>	44.00	<input type="checkbox"/>
Borrower	Lease Payments	Mountain Bank	9732	2,600.00	<input type="checkbox"/>	123.00	<input type="checkbox"/>
Borrower	Revolving	Hemlocks	3184	437.00	<input type="checkbox"/>	44.00	<input type="checkbox"/>

Below the table is a section titled '2d. Other Liabilities and Expenses - Borrower and Co-Borrower' with a 'Show all Other Liabilities' button. It also includes checkboxes for 'Borrower' and 'Co-Borrower' with 'Does not apply' options.



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Debts to be Paid Prior to Closing

When the Show All VOL is open, highlight the debt to be paid prior to closing.

Scroll down to the Debt Information.
Checkmark:
Will be paid off
And
This Debt is not
secured to subject
property.

Quick Entry - VOL

Creditor	Type	Balance	Months	Payment	Exclude Mon. Pay	To Be Paid Off
Best Ever	Mortgage	210,279.00		1,691.00	N	N
Callable	Mortgage	210,027.00		1,671.00	N	N
Allen	Revolving	4,665.00		133.00	N	Y
Debtless	Installment	1,554.00		40.00	N	N

Other Description

Debt Information

Factor for Revolving Debt

No. Months to exclude from installment debts

☒ Will be paid off (*)

Purpose

UCD Payoff Type: Revolving

☒ This Debt is NOT secured to Subject Property?

☐ Keep HELOC Open after Pay Off

☐ Exclude from URLA Liabilities Total

☐ Resubordinated Indicator

☐ Subject Property

Balance: 4,665.00

Months Left

Payment: 133.00

Credit Limit

☐ Payment includes Taxes and Insurance

Prepayment Penalty

Payoff Amount: 4,665.00

Energy Efficient Debt

☐ PACE Loan

☐ Energy Efficient Debt



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Debts to be Paid Prior to Closing

Now that the debt is marked to be paid off (prior to closing) it will reflect in the URLA Part 3, on the AUS, and you can confirm it is not listed on the CD page 3.

1003 URLA Part 3
1003 URLA Part 4
1003 URLA Continuation
MI Prequal letter
2015 Itemization
RegZ - LE
Loan Estimate Page 1
Loan Estimate Page 2
Loan Estimate Page 3
Request for Transcript of Tax
Home Counseling Providers
State-Specific Disclosure Information
Additional Disclosures Information
MI Disclosure Summary
Additional Requests Information

Co-Borrower Total

2c. Liabilities - Credit Cards, Other Debts and Leases That You Owe - Borrower and Co-Borrower Show all VOL

Borrower ☐ Does not apply Order Credit View Credit Import Liabilities
Co-Borrower ☐ Does not apply

Bor/Cob or Both	Account Type	Company Name	Account Number	Unpaid Balance	Paid Off	Monthly Amount	Included in Section 3
Borrower	Mortgage	Best Ever	2088	210,279.00	<input type="checkbox"/>	1,691.00	<input checked="" type="checkbox"/>
Borrower	Mortgage	Callable	7570	210,027.00	<input type="checkbox"/>	1,671.00	<input checked="" type="checkbox"/>
Borrower	Revolving	Allen	5617	4,665.00	<input checked="" type="checkbox"/>	133.00	<input type="checkbox"/>
Borrower	Installment	Relentless	0021	1,554.00	<input type="checkbox"/>	46.00	<input type="checkbox"/>
Borrower	Revolving	Bursting	1442	1,357.00	<input type="checkbox"/>	27.00	<input type="checkbox"/>

Reduce the total asset by any amount that is not verified and resubmit.

FAR0121 Assets and Reserves

The total funds to be verified are no less than \$60,446.79. This amount includes:

- Required borrower funds: \$55,781.79
- Required reserves: \$0.00
- Debts to be paid off at or before closing: \$4,665.00
- Debts to be paid down at or before closing: \$0.00

Forms Tools Services

VOL
VOR
VOM
Verbal Verification of Employment
Verification of Additional Loans
Verification of Gifts and Grants
Verification of Other Assets
Verification of Other Income
Verification of Other Liability
Borrower Information - Vesting
Property Information
Aggregate Escrow Account
RegZ - CD
Closing Conditions
Closing Disclosure Page 1
Closing Disclosure Page 2
Closing Disclosure Page 3
Closing Disclosure Page 4

Summaries of Transactions

Borrower's Transaction

K. Due from Borrower at Closing Sub Total 515,781.79

01	Sale Price of Property	500,000.00
02	Sale Price of Any Personal Property Included in Sale	
03	Closing Costs Paid at Closing (J) <input type="checkbox"/> Incl. POC	15,781.79
04		

Adjustments

05		
06		
07		

Adjustments for Items Paid by Seller in Advance

08	City/Town Taxes	//	to	//	
09	County Taxes	//	to	//	
10	Assessments	//	to	//	
11					



M/I TITLE AGENCY



M/I TITLE, LLC



M/I FINANCIAL, LLC

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TransOhio Residential Title



M/I FINANCIAL, LLC

A Subsidiary of M/I Homes, Inc.