



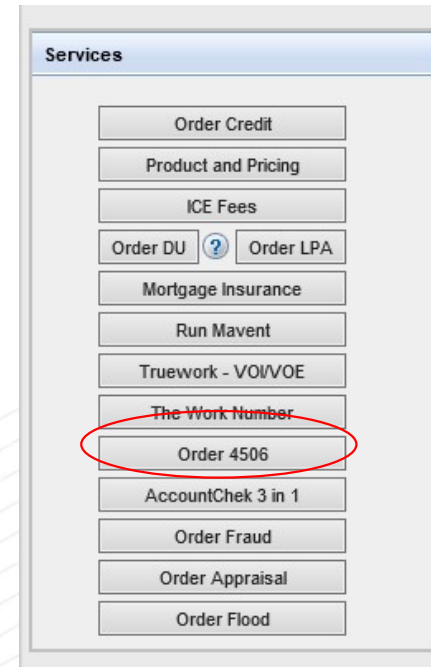
Ordering Transcripts and SSA



M/I FINANCIAL, LLC
A Subsidiary of M/I Homes, Inc.

Ordering Transcripts

To Order Transcripts,
start by pressing the
Order 4506 button on
M/I Borrower
Summary –
Origination Screen



The screenshot shows a 'Services' menu with the following items: Order Credit, Product and Pricing, ICE Fees, Order DU (with a question mark icon), Order LPA, Mortgage Insurance, Run Mavent, Truework - VOI/VOE, The Work Number, Order 4506 (circled in red), AccountChek 3 in 1, Order Fraud, Order Appraisal, and Order Flood.

Services	
Order Credit	
Product and Pricing	
ICE Fees	
Order DU	Order LPA
Mortgage Insurance	
Run Mavent	
Truework - VOI/VOE	
The Work Number	
Order 4506	
AccountChek 3 in 1	
Order Fraud	
Order Appraisal	
Order Flood	

Ordering 4506 Transcripts

The DataVerify screen will open. Select the checkbox next to the desired product. Attach the borrower's 4506C form as well as the esign audit log. Press the paperclip to open the documents to select.

DATAVERIFY DataVerify Verifications

Loan Information

Select Borrower

Alice Firstimer

Loan Number

000100593

Borrower

Alice Firstimer

Contact Information

Requester Name

Catherine Monasterio

Requester Phone

813-393-5737

Requester Email

cMonasterio@mihomes.com

Order Verifications

Check Status

* For every product selected, input a minimum of one year and attach the form. Attach audit trail if not appended to form

Individual Products

Select Products

☒ 1040 Borrower

☐ W2 Borrower

☐ 1099 Borrower

☐ SSA Borrower

Enter Transcript Years*

2023

2022

YYYY

YYYY

Form*



Audit Trail



Requester Email format incorrect. Please enter valid email address and

Attach your 4506c form as well as the audit log.

Customer Support 1-866-895-3282

Orders may not be cancelled once submitted

Close

Order

Ordering 4506 Transcripts

When you press the paperclip next to Form, the document files will open for you to select the 4506 and Esign Audit trail form.

Select Products: ☒ 1040 Borrower

Enter Transcript Years*: 2023 2022 YYYY YYYY

Form*  Audit Trail 

Select Documents and Files

Document Groups (eDisclosures)

Browser: LOCAL DRIVE
Drop files here to upload

ALL DOCUMENTS | 1 Selected Upload

DOCUMENT FOLDER	ATTACHED FILES	DESCRIPTION	FOR BORROWER PAIR	DOCUMENT STATUS	STATUS DATE	SOURCE	UPLOAD STATUS
☐ 1003 - URLA	1003 - URLA.pdf		Alice Firstimer	ready to ship	04/23/2025	EFolder	
☐ 1003 - URLA	Sample LOX.pdf		Alice Firstimer	ready to ship	04/23/2025	EFolder	
☐ Affiliated Business Arrangement Disclos	Affiliated Business Arrangement Disclosur	Affiliated Business Disclosure	Alice Firstimer	received	04/22/2025	EFolder	
☐ Change of Circumstance Cover Letter	Change of Circumstance Cover Letter		Alice Firstimer	received	04/22/2025	EFolder	
☐ Cover Letter	Cover Letter		Alice Firstimer	received	04/22/2025	EFolder	
☐ Escrow Account Information	Escrow Account Information		Alice Firstimer	ready to ship	04/23/2025	EFolder	
☐ Escrow Account Information	Escrow Account Information.pdf		Alice Firstimer	ready to ship	04/23/2025	EFolder	
☐ Escrow Account Information	Escrow Account Information.pdf		Alice Firstimer	ready to ship	04/23/2025	EFolder	
☐ Home-Ownership Counseling Acknowled	Home-Ownership Counseling Acknowledg		Alice Firstimer	received	04/22/2025	EFolder	
☐ How to Stop Unsolicited Mortgages	How to Stop Unsolicited Mortgages		Alice Firstimer	received	04/22/2025	EFolder	
☐ HUD Approved Homeownership Counse	HUD Approved Homeownership Counsell		Alice Firstimer	received	04/22/2025	EFolder	
☐ Important Items After Your Loan Approv	Important Items After Your Loan Approval		Alice Firstimer	received	04/22/2025	EFolder	
☒ IRS 4506C - Request for Transcript of Ti	IRS 4506C - Request for Transcript of Tax F		Alice Firstimer	received	04/22/2025	EFolder	
☐ Loan Commitment	Loan Commitment.pdf	Loan Commitment	Alice Firstimer	received	04/23/2025	EFolder	
☐ Loan Commitment	Loan Commitment.pdf	Loan Commitment	Alice Firstimer	received	04/23/2025	EFolder	
☐ Loan Commitment - TX	Loan Commitment - TX.pdf	Loan Commitment - TX	Alice Firstimer	received	04/23/2025	EFolder	
☐ Loan Commitment - TX	Loan Co	☐ IRS 4506C - Request for Transcript of Ti	Dublin Jefferson Farms	received	04/30/2025	EFolder	
☐ Loan Commitment - TX	Loan Co	☐ IRS 4506C - Request for Transcript of Ti	Dublin Jefferson Farms	received	04/30/2025	EFolder	
☐ Loan Commitment - TX	Loan Co	☐ IRS 4506C - Request for Transcript of Ti	Dublin Jefferson Farms	received	04/30/2025	EFolder	

Select your documents

ESign = Audit Trail

ESign

Ordering 4506 Transcripts

Once your documents are attached it will bring you back to the DataVerify screen. Press order at the bottom righthand side of the screen.

Services

Loan Information

Select Borrower

Alice Kristens DNUfor LO20 Firstimer

Select Business

Business Name not listed

Loan Number

000100804

Borrower

Alice Kristens DNUfor LO20 Firstimer

Contact Information

Requester Name

Branch Manager

Requester Phone

678-867-5309

Requester Email

branchmgr@mihomes.com

Order Verifications

Check Status

* For every product selected, input a minimum of one year and attach the form. Attach audit trail if not appended to form

Individual Products

Select Products

Enter Transcript Years*

Form*

Audit Trail

☒ 1040 Borrower

2024

2023

YYYY

YYYY

☐ W2 Borrower

☐ 1099 Borrower

☐ SSA Borrower

Business Products

Select Products

Enter Transcript Years*

Form*

Audit Trail

Business Name

Business Name

EIN

EIN

☐ 1065 Business

☐ 1120 Business

Customer Support 1-866-895-3282

Orders may not be cancelled once submitted

Close

Order

AL, LLC

omes, Inc.

Transcripts – Checking Status

If you need to confirm an order is received or in progress, you can search for an order by pressing the Check Status tab.



DataVerify Verifications

Loan Information

Select Borrower

Loan Number
[REDACTED]

Select Business
Business Name not listed

Contact Information

Requester Name
Kristen J Brown-Stout

Requester Phone
941-554-2703

Requester Email
kbrown-stout@MIHOMES.com

Order Verifications

Check Status

Orders

Order Id	Order Date	Last Updated	Form Type	Borrower/ Corporate Name	Years	Status	PDF
41744689	07/24/2025 10:22:26 AM	07/24/2025	SSA	[REDACTED]		Completed/Success	
41727966	07/22/2025 01:10:15 PM	07/22/2025	1040	[REDACTED]	24, 23	Completed/Success	

If you need any help accessing your account, please contact us at 1-866-895-3282

Close

M/I FINANCIAL, LLC
A Subsidiary of M/I Homes, Inc.

Transcripts – Order Complete

Once the order is complete; you will need to go into the eFolder and press the Retrieve button. This will bring the document into the eFolder.

Order Id	Order Date	Last Updated	Form Type	Borrower/ Corporate Name	Years	Status
41744689	07/24/2025 10:22:26 AM	07/24/2025	SSA	[REDACTED]		Completed/Success
41727966	07/22/2025 01:10:15 PM	07/22/2025	1040	[REDACTED]	24, 23	Completed/Success

Tools: eConsent, Request, eDisclosures, **Retrieve**, Document Manager, File Manager, Send

Documents: 24/25, 23/25

Encompass eFolder

Documents View | Standard View

Document Group: (All Documents) | Stacking Order: None

Att	File Name	Description	For Borrower Pair	Type	Access	For Milestone	Status	Date
	Verifications	Verifications	[REDACTED]	Settlement Service	AU, BM, CL, CU,...	Processing	Received	07/24/25
	Verifications	Verifications	[REDACTED]	Settlement Service	AU, BM, CL, CU,...	Processing	Received	07/23/25
	Application - Other	BOWTOWN RD PROPERTY SEARCH - ...	[REDACTED]	Needed	AU, BM, CL, CU,...	Processing	Received	07/22/25
	Loan Commitment	Loan Commitment	[REDACTED]	eDisclosure	AU, BM, CL, CU,...	Processing	Received	07/22/25

The 4506 Document will be listed under verifications in the eFolder.

Encompass eFolder

Document Details (Verifications)

Details

Name: Verifications

Description: Verifications

For Borrower Pair: [REDACTED]

For Milestone: Processing

Access: AU, BM, CL, CU, FN, LA, LD, LO, LP, Others, PC, UW

Conditions: [REDACTED]

ATR/QM: [REDACTED]

Doc Groups: [REDACTED]

Available: ☒ WebCenter ☒ TPO Portal ☒ EDM Lenders

Tracking

Status: Comments

Days to Receive: [REDACTED]

Days to Expire: [REDACTED]

Requested From: DataVerify Tax Transcript and SSA 89 Verifica

☒ Requested 07/22/25 01:10 PM [REDACTED] [REDACTED]

☐ Re-requested

☒ Received 07/23/25 08:02 PM [REDACTED] <partnerco

☐ Reviewed

☐ Ready for UW

☐ Ready to Ship

Files

Name	Date	Current Version
1040_41727966_1.pdf	07/23/25 08:02 PM	☒

1 / 20 100% Edit File View Original Download

Tax Return Transcripts 41727966 269985881 1040 Alsaf

DataVerify

Taxpayer Tax Return Summary Report

Tax Payee: [REDACTED] SSN/EIN: XXXX [REDACTED]

Order ID: 41727966 Loan Number: [REDACTED]

Ordered By: Lindsay Scott Form: 1040

Years: 24,23 Date Ordered: 7/22/2025

Date Completed: 7/23/2025 Requesting Company: MI Financial, LLC

DVPIN: 2FH2XYD9QI

Year 2024 - IRS FORM 1040 - STATUS: MARRIED TAXPAYER FILING JOINT RETURN

Item	IRS Info
WAGES, SALARIES, TIPS, ETC.:	\$0.00
TAXABLE INTEREST INCOME(Schedule B):	\$391.00
BUSINESS INCOME OR LOSS(Schedule C):	\$77,458.00
CAPITAL GAIN OR LOSS(Schedule D):	\$1,905.00
RENT/ROYALTY/PARTNERSHIP/ESTATE(Schedule E):	\$0.00
TOTAL INCOME:	\$84,061.00
ADJUSTED GROSS INCOME:	\$71,036.00
OTHER INCOME:	\$0.00

Year 2023 - IRS FORM 1040 - STATUS: MARRIED TAXPAYER FILING JOINT RETURN

Item	IRS Info
WAGES, SALARIES, TIPS, ETC.:	\$0.00
TAXABLE INTEREST INCOME(Schedule B):	\$0.00
BUSINESS INCOME OR LOSS(Schedule C):	\$111,855.00
CAPITAL GAIN OR LOSS(Schedule D):	\$0.00
RENT/ROYALTY/PARTNERSHIP/ESTATE(Schedule E):	\$0.00
TOTAL INCOME:	\$111,855.00
ADJUSTED GROSS INCOME:	\$92,780.00
OTHER INCOME:	\$0.00

Ordering SSA

In Services, press Order
4506

On the Order Verifications Tab, select SSA Borrower.

Click the paperclip under the form area.

In Select Documents, check mark the SSA form with the esign source and click upload.

Once upload is complete, click done.

Services	
Order Credit	
Product and Pricing	
ICE Fees	
Order DU	Order LPA
Mortgage Insurance	
Run Mavent	
Truework - VOI/VOE	
The Work Number	
Order 4506	
AccountChek 3 in 1	
Order Fraud	
Order Appraisal	
Order Flood	

Order Verifications

Check Status

Individual Products

Select Products

Enter Transcript Years*

Form*

Audit Trail

1840 Borrower

W2 Borrower

1099 Borrower

1042 Borrower

Select Documents and Files

Document Groups

No document group selected

Browser: LOCAL DRIVE

Drop files here to upload

Upload

ALL DOCUMENTS

1 Selected

DOCUMENT FOLDER	ATTACHED FILES	DESCRIPTION	FOR BORROWER NAME	DOCUMENT STATUS	STATUS DATE	SOURCE	UPLOAD STATUS
Recycle/Mac Bin	18420 18420 18420.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Recycle/Mac Bin	Completed Report		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Request to Share Information	Request to Share Information.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Request to Share Information	Request to Share Information.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Social Security Administration	Social Security Administration 18420 18420 18420.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Social Security Administration	Social Security Administration 18420 18420 18420.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Social Security Number Search	Social Security Number Search 18420 18420 18420.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	

Select Documents and Files

Document Groups

No document group selected

Browser: LOCAL DRIVE

Drop files here to upload

Upload

ALL DOCUMENTS

0 Selected

DOCUMENT FOLDER	ATTACHED FILES	DESCRIPTION	FOR BORROWER NAME	DOCUMENT STATUS	STATUS DATE	SOURCE	UPLOAD STATUS
Recycle/Mac Bin	18420 18420 18420.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Recycle/Mac Bin	Completed Report		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Request to Share Information	Request to Share Information.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Request to Share Information	Request to Share Information.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Social Security Administration	Social Security Administration 18420 18420 18420.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	
Social Security Administration	Social Security Administration 18420 18420 18420.pdf		Mohamed Marzouk U Hassan	received	01/16/2025	Folder	

Ordering SSA

You will want to verify the form is uploaded and then click Order.

Order Verifications | Check Status

* For every product selected, input a minimum of one year and attach the form. Attach audit trail if not Appended to form

Individual Products

Select Products	Enter Transcript Years*	Form*	Audit Trail
☐ 1040 Borrower			
☐ W2 Borrower			
☐ 1099 Borrower			
☒ SSA Borrower		12/31/2020 - 12/31/2020	

Business Products

Select Products	Enter Transcript Years*	Form*	Audit Trail
Business Name: EIN:			
☐ 1095 Business			
☐ 1120 Business			

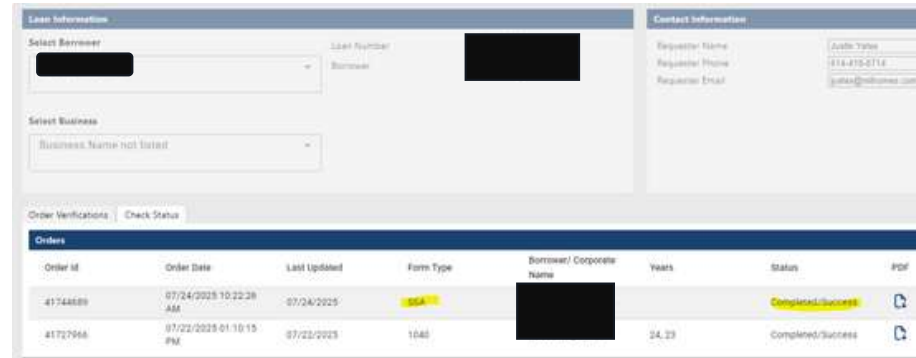
Customer Support 1-866-894-5162 Orders may not be cancelled once submitted

Close **Order**

Ordering SSA

Once the order is complete; you will need to go into the eFolder and press the Retrieve button.

This will bring the document into the eFolder.



Order ID	Order Date	Last Updated	Form Type	Borrower/ Corporate Name	Years	Status	PDF
41744889	07/24/2025 10:22:28 AM	07/24/2025	SSA	[REDACTED]		Completed/Success	[Icon]
41727966	07/22/2025 01:10:15 PM	07/22/2025	1045	[REDACTED]	24, 25	Completed/Success	[Icon]



Buttons: eConsent, Request, eDisclosures, **Retrieve**, Document Manager, File Manager, Send

Encompass eFolder

eFolder Documents Help

Documents Conditions Packages History

Documents View Standard View

Document Group (All Documents) Stacking Order None

Documents (72)

Alt	Fo	Name	Description	For Borrower Pair	Type	Access	For Milestone	Status	Date
[Icon]		Verifications	Verifications	[REDACTED]	Settlement Service	AU, BM, CL, CU,...	[Icon] Processing	Received	07/24/25
[Icon]		Verifications	Verifications	[REDACTED]	Settlement Service	AU, BM, CL, CU,...	[Icon] Processing	Received	07/23/25
[Icon]		Application - Other	BOWTOWN RD PROPERTY SEARCH - ...	[REDACTED]	Needed	AU, BM, CL, CU,...	[Icon] Processing	Received	07/22/25
[Icon]		Loan Commitment	Loan Commitment	[REDACTED]	eDisclosure	AU, BM, CL, CU,...	[Icon] Processing	Received	07/22/25

The SSA Document will be listed under verifications in the eFolder.

Document Details (Verifications)

Details

Name: Verifications

Description: Verifications

For Borrower Pair: Abdoulmajid Alsaf

For Milestone: Processing

Access: AU, BM, CL, CU, FN, LA, LD, LO, LP, Others, PC, UW

Conditions:

ATR/QM:

Doc Groups:

Available: ☒ WebCenter ☒ TPO Portal ☒ EDM Lenders

Files

Name	Date	Current Version
SSA_41744689_2.pdf	07/24/25 10:54 AM	☒

1 / 1 100% Edit File View Original Download

Discard

Tracking

Status: Comments

Days to Receive: Days to Expire:

Requested From: DataVerify Tax Transcript and SSA 89 Verifica

☒ Requested 07/24/25 10:22 AM jayates

☐ Re-requested

☒ Received 07/24/25 10:54 AM spartnerco

☐ Reviewed

☐ Ready for UW

☐ Ready to Ship

DATAVERIFY Automation Research, Inc.
DataVerify

Identity Report: SSN: [REDACTED] DV PIN: [REDACTED]

Requestor: Phone: [REDACTED] Price: \$

The Social Security Administration has searched their database to verify the assignment of the Social Security Number listed below to the subject name listed below, and has confirmed that the information, as entered below, **DOES MATCH**.

First Name: [REDACTED]
Last Name: [REDACTED]
Social: [REDACTED]
DOB: [REDACTED]



M/I TITLE AGENCY



M/I TITLE, LLC



M/I FINANCIAL, LLC
A Subsidiary of M/I Homes, Inc.



TransOhio Residential Title



M/I FINANCIAL, LLC
A Subsidiary of M/I Homes, Inc.