

Encompass® MI Activation Guide

Activate MI Commitment

- 1) Access the Enact Activation integration under the **Services tab, Order Mortgage Insurance**. You will find Enact Activation under the **All Providers** tab. Highlight and click the **Add to My List** button.

Note

There must be an active Enact commitment imported into the loan to activate. Only a deferred monthly rate plan can be activated since upfront cash is required for all other plans.

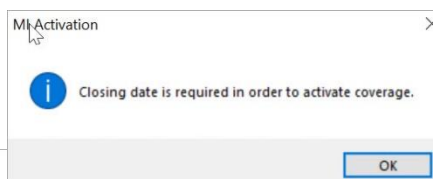
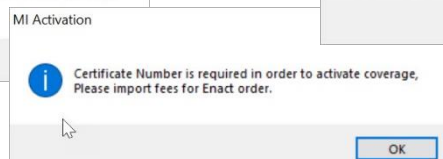
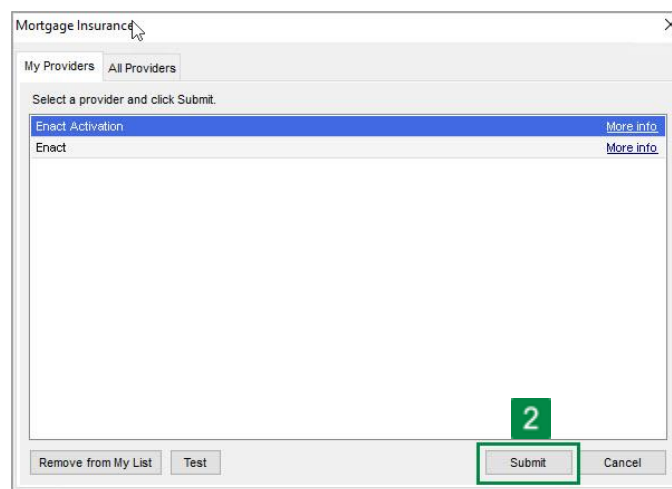
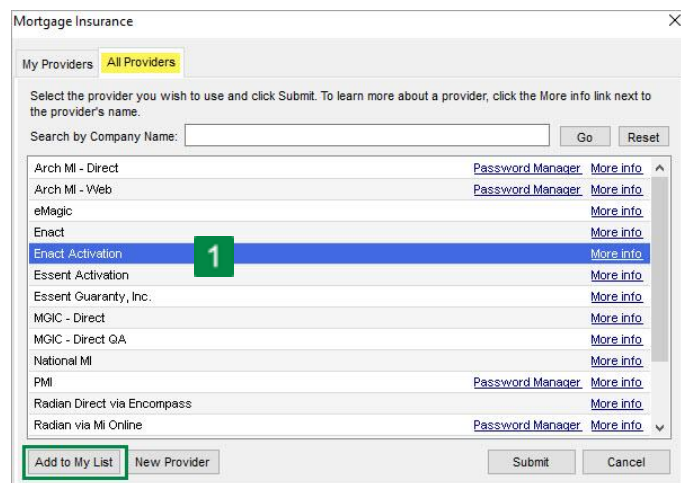
- 2) Once Enact Activation is added to the My Providers tab, select it and click the **Submit** button.
- 3) The Enact MI Activation window will open displaying the Master Policy #, Commitment Number and Closing Date. Click the **Activate Coverage** button to submit the request.

Note

The Encompass loan data must be updated to reflect Enact as the active MI company (Field #L248), have a valid commitment number and a closing date (Field #748) entered prior to submitting the request.

Field L248 and commitment number are updated from the MI fee import process. Field 748 (closing date) can be found on the Closing Disclosure Page 1.

For Contract Underwrite with MI orders, the commitment number and MI Company name must be updated manually.



- 4) Once an activation has been successfully submitted, the date, status and activation message will be displayed, and the **Activate Coverage** button will be disabled.

Note

All activation requests are processed via overnight batch.

The screenshot shows the 'ENACT MI Activation' window. At the top is the Enact logo. Below it, a yellow box contains the following information: Master Policy Number: B222225VGP, Certificate Number: 6279829324, and Closing Date: 03/10/2023. Below this, the 'Activation Summary' section shows 'Activation Date:' and 'Activation Status:' both with dashes. The 'Activation Message:' field is empty. At the bottom right, the 'Activate Coverage' button is highlighted with a green box and a green circle with the number 3.

The screenshot shows the 'ENACT MI Activation' window after successful activation. The yellow box now displays: Activation Date: 6/15/2023 3:15 PM and Activation Status: Activated. The 'Activation Message:' field contains a message: 'Your activation request has been received and will be processed within 1 business day. If further assistance is needed, please contact Enact Lender Servicing at 800-400-6747 or lenderservices@EnactMI.com'. This message is highlighted with a blue box and a green circle with the number 4. The 'Activate Coverage' button is now disabled and greyed out.

FOR MORE INFORMATION

Our ActionCenter® representatives are happy to help!
800-444-5664 or Action.Center@EnactMI.com.
Enact | 8325 Six Forks Road | Raleigh, NC 27615 | EnactMI.com

For Encompass support, call 800-777-1718.