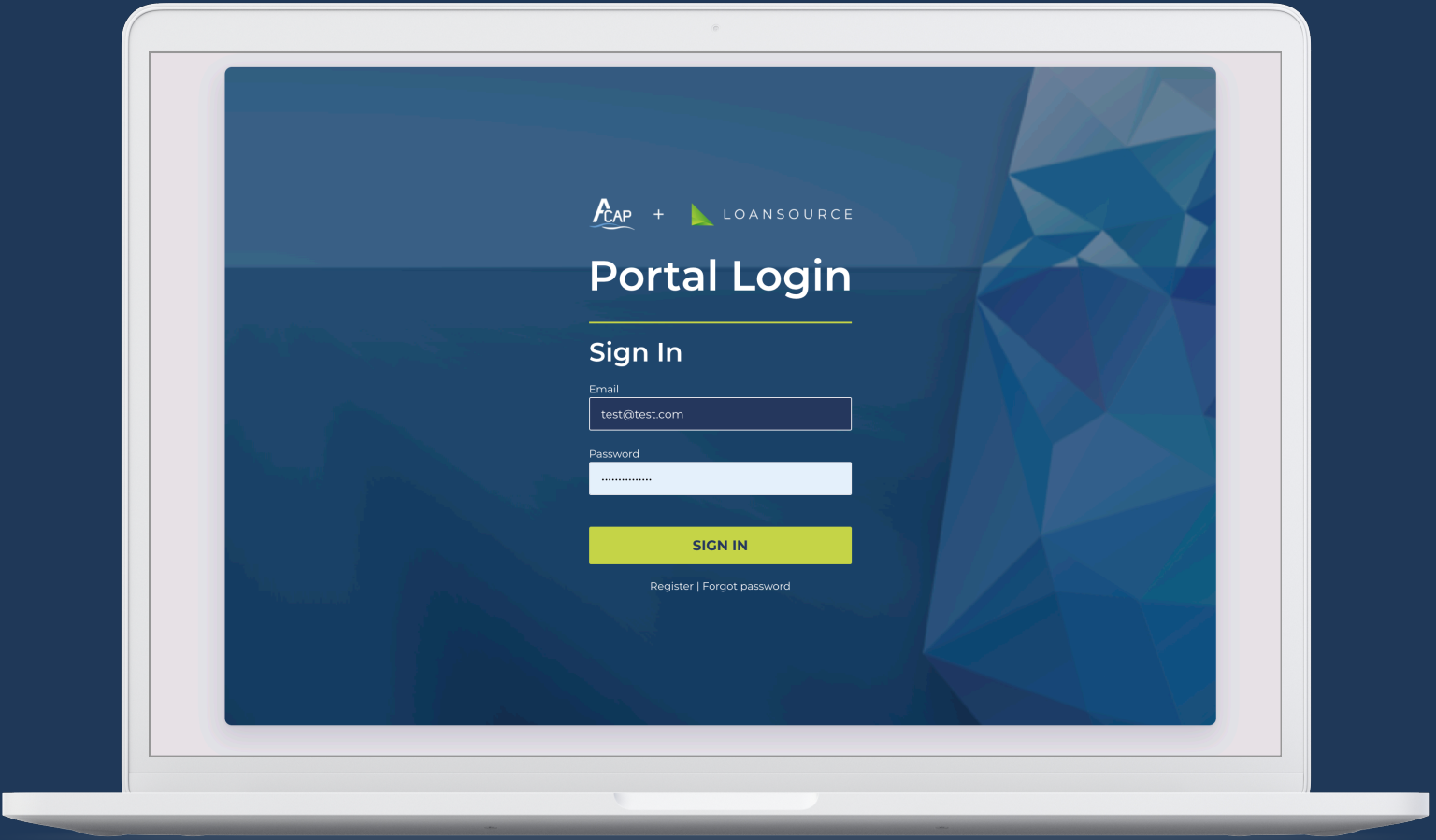
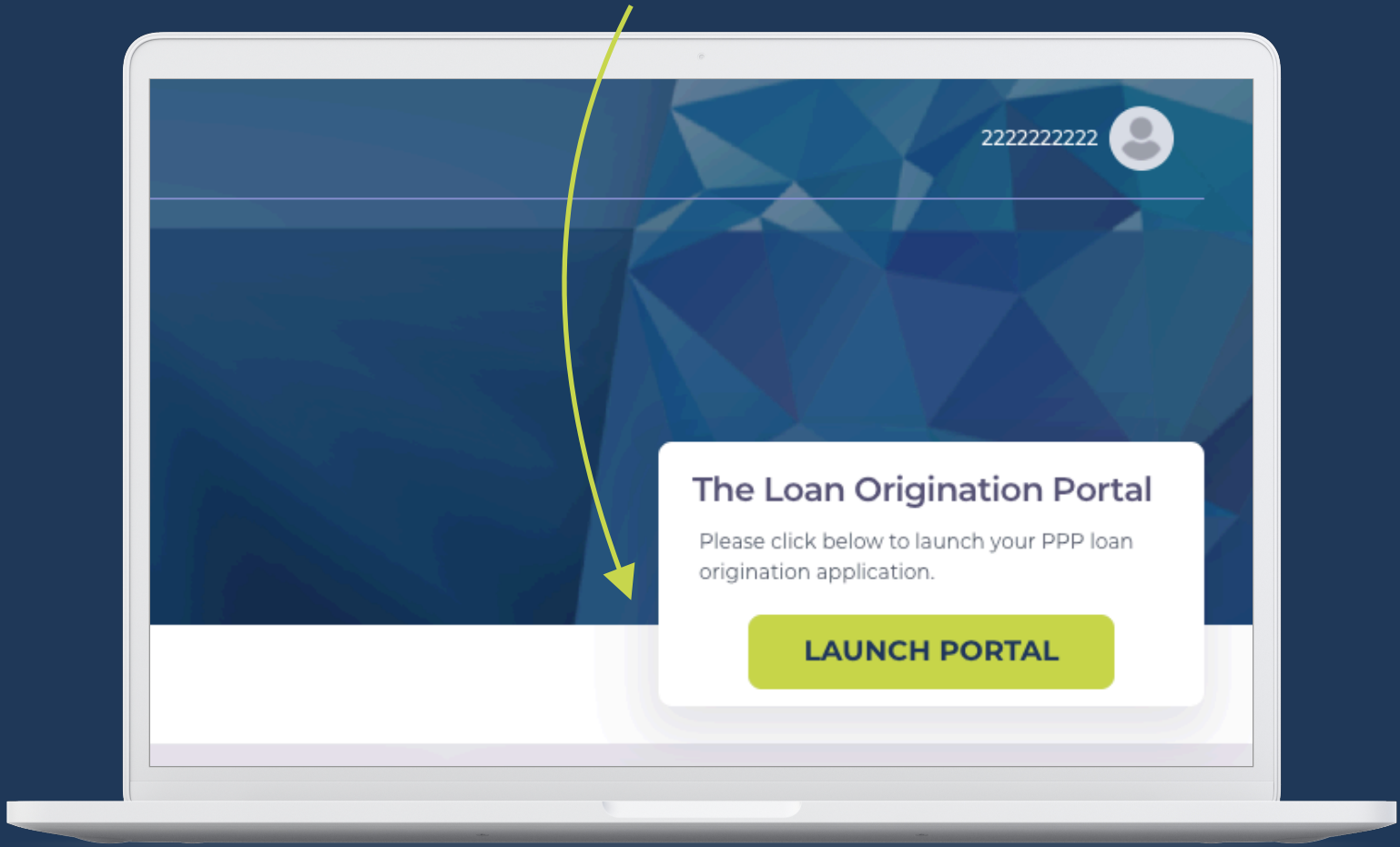


How to check your application status

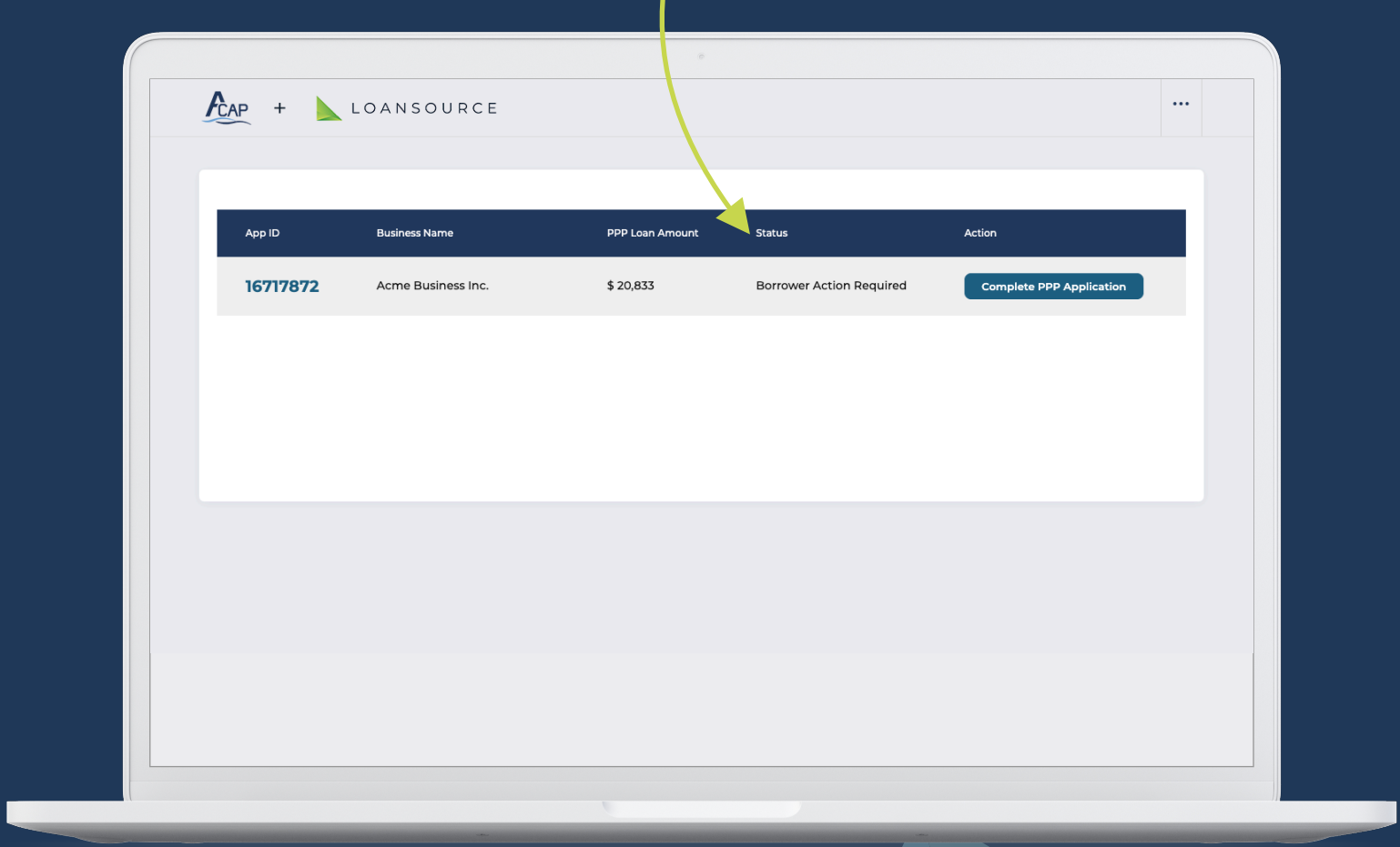
1. Login to your account



2. Launch origination portal



3. View status column



Be sure to review our **Status Definitions** on the next page to understand each application state.

Status Definitions

- i. Accessed Portal but not Started Application** – Please begin your application today by launching the origination portal.
- ii. Started Application** – Please complete your application by launching the origination portal.
- iii. Submitted to Verifier** – Your application is in review with a member of the ACAP team. Please look out for an email from an '@acapgp.com' address with next steps of 1) requesting additional required documentation or 2) requesting your eSignature on the application. **Please note**, this eSignature request is preliminary. Your application will be reviewed while you execute your eSignature. You will sign a final application once the review procedures are complete.
- iv. Borrower Action Required** – Please log into the portal to determine the information required before your application can advance to the next stage. In order to continue processing, you will need to re-access your application, page through the journey, and re-submit the application back to ACAP + The Loan Source. This may appear as if you are starting a new application, but all of your previously supplied information has been saved.
- v. Verifier Reviewed** – Your application has been reviewed by the verification team. Lender-required documentation is being added to your file.
- vi. Verifier Action Required** – The underwriting team has noted they need additional information from the verification team or from you to advance your application.
- vii. Underwriter Reviewed** – The underwriting team has completed their review of your application and it is ready to go to the SBA.
- viii. Submitted to the SBA** – Your application has been sent to the SBA. Please be advised, the SBA is not immediately issuing loan numbers. They will be conducting their own underwriting of your loan and application. We have been given estimates this may require 7 to 10 days to complete.
- ix. SBA Approved** – Congratulations, the SBA has approved your application. Please look out for an email requesting your signature on your loan note.
- x. SBA Rejected** – The SBA has rejected your application because it did not meet program standards. If you think there has been a mistake, please contact 'origination@theloansource.com' immediately.
- xi. Loan Note Sent for E-Sign** – Please check your inbox, spam and junk for an email requesting your signature on the loan document. Funds cannot be released until the loan note is signed.
- xii. Signed Loan Note Received** – We have received your signed loan note. With this document in place, the team can begin the process to release the funds to your account.
- xiii. Funded** – Your PPP loan has been funded. Please keep a look out for deposited funds in your designated account.



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