



Requesting VA Sponsorship

Non-Delegated Correspondent Sellers must follow the instructions below to request VA sponsorship:

1. Remit \$100 check payable to the Department of Veterans Affairs.
2. Complete [VA Authorized Agent Sponsorship Form](#)
3. Mail Check and completed VA Authorized Agent Sponsorship Form to:

Royal Pacific Funding, Corp.
4000 MacArthur Blvd., West Tower – 7th Floor
Newport Beach, CA 92660
Attention: Client Administration

Non-Delegated Correspondent Seller must be approved and have the ability to originate, process and close VA loans.

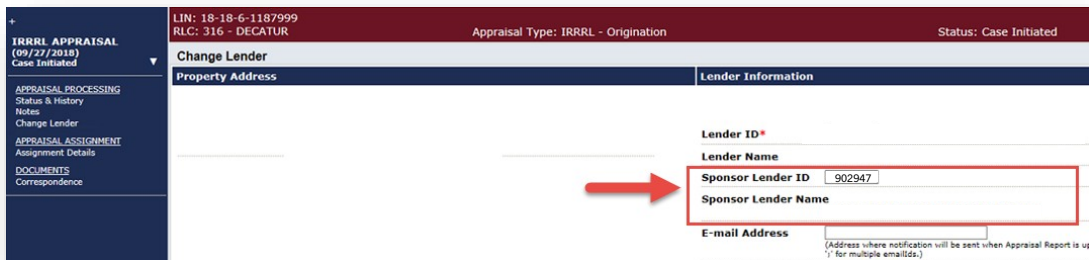
Registering a Loan

All Non-Delegated Correspondent Seller VA loans must be Registered in Seller Portal “RPF Connect” prior to ordering the appraisal through the VA portal.

Add Royal Pacific Funding Inc. as Sponsoring Lender



1. Login to VA Portal, WebLGY at:
<https://weblgy.vba.va.gov>
2. Access the Case Number
3. Click **Change Lender**
4. Enter **Sponsor Lender ID: 902947-0000**
5. Enter **Sponsor Lender Name:**
Royal Pacific Funding Corp.
6. Click OK





VA Funding Fee

Non-Delegated Correspondent Seller is responsible for paying the VA Funding Fee. RPF will audit the closed loan file to validate the Funding Fee has been paid and the L&C is in the loan file prior to RPF purchasing the loan and ensuring the VA loan is guaranteed.

Appraisal & Notice of Value (NOV)

As the VA Sponsor, RPF is required to issue the Notice of Value (NOV) within 5 days of appraisal delivery to the lender. All appraisal assignment requests must be completed using Royal Pacific Funding Corp. VA Lender Sponsor Identification Number.

Royal Pacific Funding Corp. VA Sponsorship Identification Number: 902947-0000

Ordering the Appraisal

To request the appraisal, choose LAPP as the Appraisal Type and click Submit.

HOME LOAN ELIGIBILITY ADMIN CONTACT RLC

Request Appraisal

Request Appraisal/LIN Only

Attention Lender! Obtaining a Certificate of Eligibility (COE) for your Veteran borrower is an important step in obtaining a VA Home Loan. VA recommends that lenders order the COE as early as possible to avoid processing delays. At the end of the appraisal order process you will have the ability to order the COE if you have not done so already. Thank you for your continued support of Veterans and the VA Home Loan program.

This function assigns a loan number and appraiser to a single property case. Liquidation cases can be initiated with this screen.
Required/Mandatory Fields are denoted with *

Select Appraisal Type *

Origination Appraisals
* If this request is for an Interest Rate Reduction Refinancing (IRRRL) loan, obtain a new VA loan number with the order IRRRL function.
A VA appraisal is not required for an IRRRL loan.

LAPP -- Lender Appraisal Processing Loans
 IND -- Individual NOV

Liquidation appraisals
 LGI -- Liquidation of a VA Guaranteed Loan

Submit

In Section 1, complete all fields and verify 902947-00-00 as the Sponsor's Identification Number.

HOME LOAN ELIGIBILITY CONTACT RLC

Request Single Property Appraisal: LAP Case

1. Requester Information

User Id _____
Name _____
Address _____
Sponsor's Identification Number 902947-00-00

1B. Requester Phone Number, Extension, Name* (Please provide full 10-digit phone number, Extension followed by the Requester's last name) _____
1C. E-mail Address* (Address where notification will be sent when Appraisal Report is uploaded. Separate it by ';' for multiple emails.) _____
1D. Institution's Case Number _____

5. Firm or Person Making Request/Application

Name _____
Address Line One _____
Address Line Two _____
City _____
State _____
Zip _____ - _____

6. Applicable Lender Point of Contact(POC)

Name* _____
Phone Number* _____
E-Mail Address* _____

7. Property Facts



Ordering the Appraisal, Continued

In Section 9, verify the Veteran's Name, Address, City, State and Zip Code

9. Purchaser Information

Purchaser Exists
(The following fields are required if Purchaser Exists Indicator is selected.
First Name, Last Name, First Address line, City, State and 5 digit Zip Code)

Name

Address One Text

Address Two Text

City

State

Zip Code -