

This job aid describes the process you must follow to successfully compare the appraisal data delivered in the selling system with the appraisal data in the Uniform Collateral Data Portal® (UCDP®). The selling system will return feedback messages if the delivery data you entered does not match the appraisal data in the UCDP. The selling system will compare the data in the UCDP against the data provided in the selling system based on the Appraisal Identifier that you enter in the selling system. The Appraisal Identifier is the Document File Identifier or Doc File ID that you receive from the UCDP.

## Compare Appraisal Data

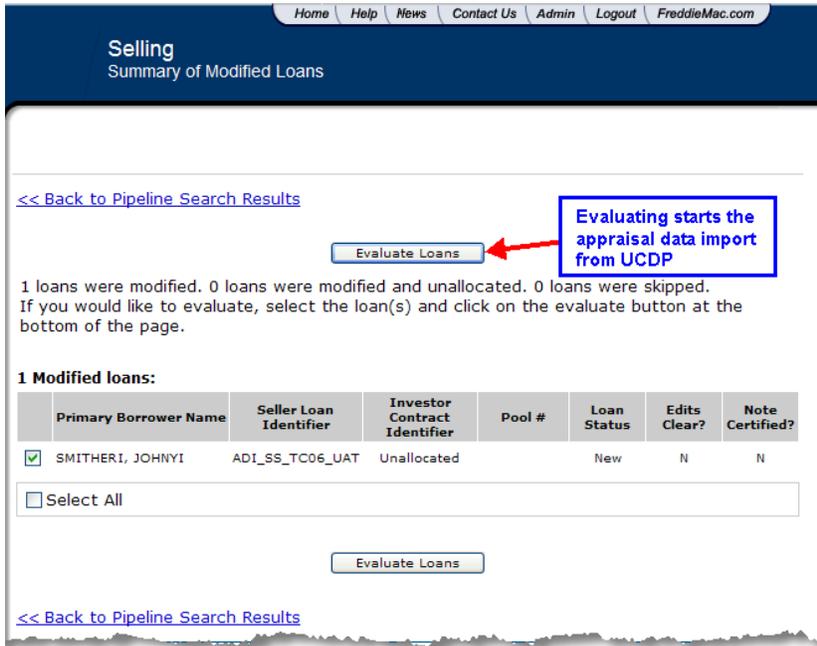
Follow the steps below to perform the comparison of appraisal data in the UCDP and the data in the selling system.

1. In the selling system, on the *Create New Loan* or *Modify Loan* screen, enter the Appraisal Identifier (along with other required loan data points)

2. Click the **Finish** button, once all required data has been entered.

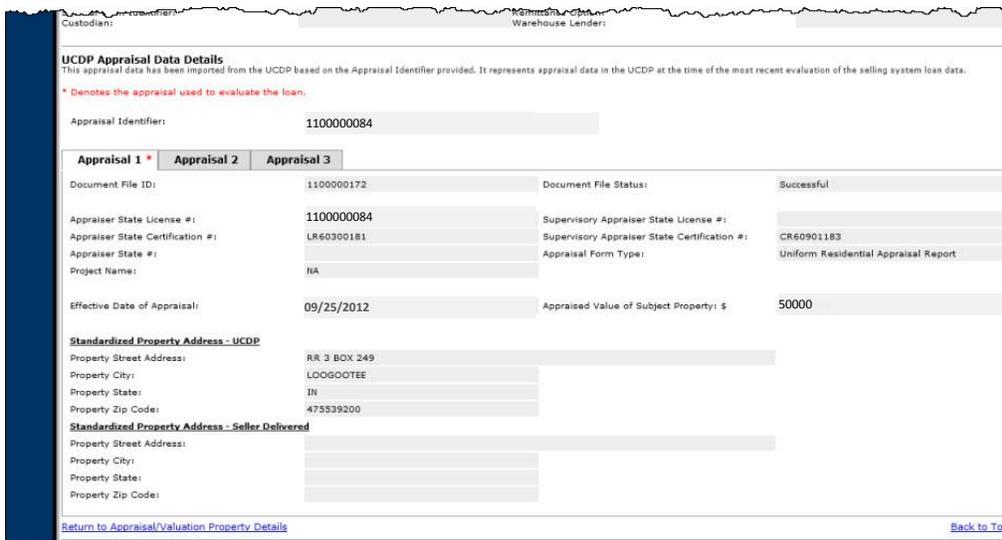
The *New Loan Summary* or *Summary of Modified Loans* screen will display.

From the *New Loan Summary* or *Summary of Modified Loans* screen, click **Evaluate Loans** (or the **Evaluate this loan** link), which starts the comparison and evaluation of appraisal data. (You must select the loan(s) first if on the *Summary of Modified Loans* screen.)



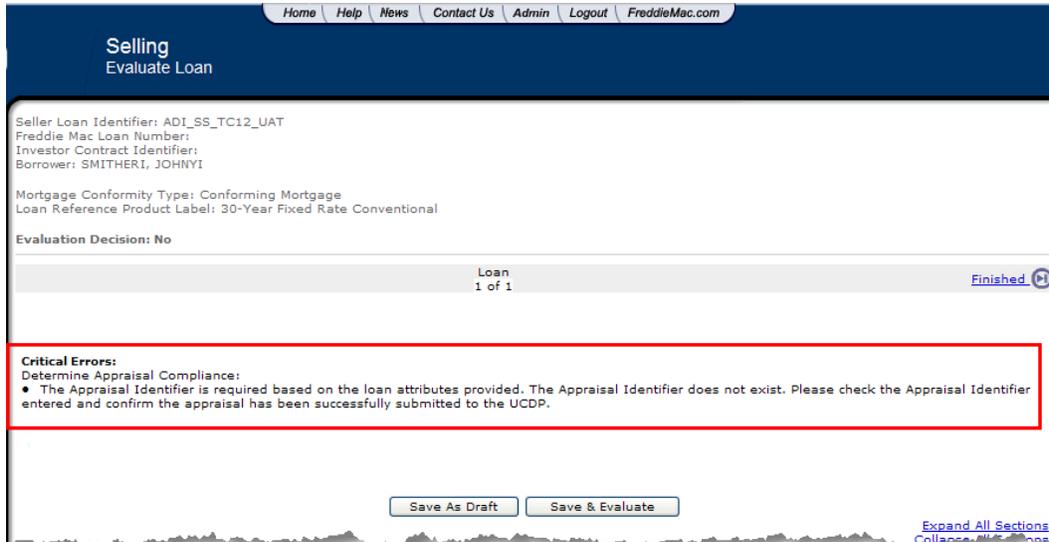
The *Modify Loan* screen will display when complete.

- If appraisal edit messages are returned, scroll to the bottom of screen and confirm UCDP Appraisal Data Details are present.



You may have more than one appraisal for a loan, but only one (denoted with the \* asterisk) will be used to evaluate the loan.

You will receive edit messages at the top of the screen, similar to other edit messages you receive in the selling system. If messages are present, resolve and re-evaluate the loan by clicking **Save & Evaluate** until all edit messages are resolved and removed. An example of an appraisal edit message is shown here:



If the data needs to be modified in the UCDP, you will need to resubmit the correct appraisal data the day prior to delivering the loan to Freddie Mac. You must wait until the UCDP data is updated before you reevaluate the loan, so ensure you have processes in place to correct the data for smooth delivery.