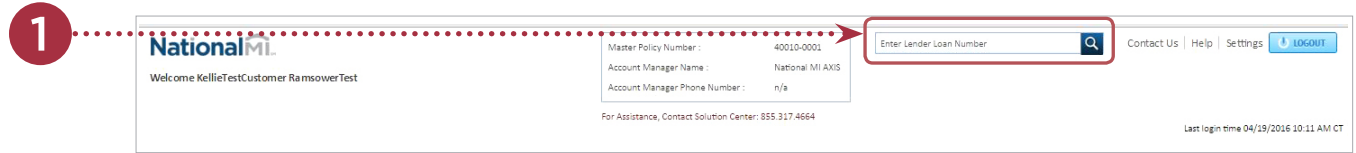
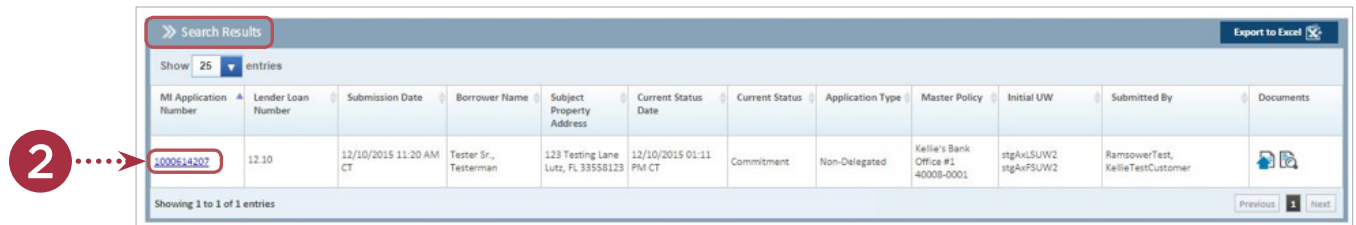


1. Go to <https://axis.nationalmi.com>

Login with your User ID and Password to the Home page. Access your loan using Search on the toolbar.



2. From your search results, click on the MI Application Number to open the loan.



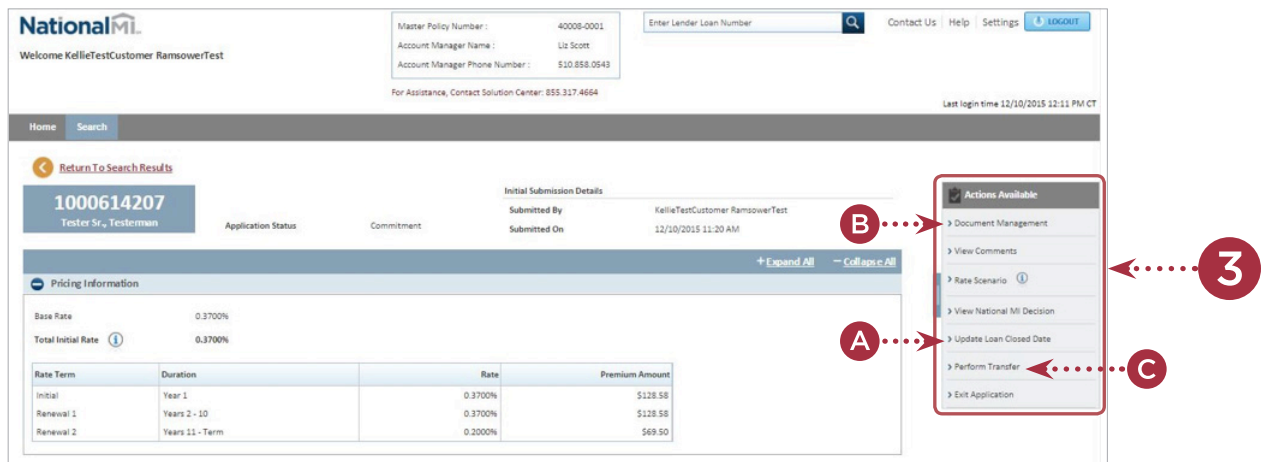
3. Using **Actions Available** box on the **Loan Details** page, perform actions in this order:

A **Update Loan Closed Date** – enter the data to activate Monthly premium plans

B. **Document Management** – upload these four documents

- Closing Disclosure
- Note
- Mortgage (Deed of Trust)
- Title Insurance Commitment

C. **Perform Transfer** – report new Servicer and Insured



IMPORTANT REMINDER: Actions performed in this specific order will process successfully; however, if the service transfer is completed first then you will not be able to enter the loan close date.

Thank you for choosing National MI

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