



HERO 2.0 Broker Portal Training:

How to Sign Disclosures



Action Required - Please eSign Your Loan Disclosures

Dear Alice Firstimer,

01 - TEST COMPANY has partnered with Champions Funding, LLC in connection with your financing needs on 29655 Test St, Phoenix, AZ, 85010. **Please review, complete, and eSign all forms promptly to expedite your loan's progress.**

[View Your Documents](#)

You can also access your documents at <https://champstpo.mymortgage-online.com?authentication&siteId=7937646151&token=c8919c3b-7f8f-4fdf-9ccb-bbc328aa6af7&ecc-userId=722a62bf-fbb5-449e-b1c6-aa18fad08609&ecc-bpname=Alice&packageId=dcfb6307-b43d-4363-8917-e1b4212ba510>

If you have received these documents already, changes/revisions may have been made that require your attention. You'll have access to your documents for 30 days.

We appreciate your timely attention to this matter. Should you have any questions, your Loan Officer's contact details are available below:

TPO Loan Officer
01 - TEST COMPANY
NMLS ID: 1234565
111-111-1111
ranjeev@champstpo.com

© 2026 All Rights Reserved. Equal Housing Opportunity. Champions Funding, LLC, 365 E. Germann Rd., Suite 140, Gilbert AZ 85297. NMLS ID #2254210. This email was sent from an unmonitored mailbox. Please don't include personal or financial information in any reply.

The link will come from the person's name who sent them. Example (LO Test noreply-MortgageTech@ice.com)

Click on the link above view your documents.

How to Sign Disclosures

Logging In

If this is your first time accessing the portal, you will need to set up your password. Your username will be your first name and last name as one word. Click on the **Forgot Password** button to set your password.



Welcome!

Access your dashboard to manage loans securely and conveniently.

Login

Hello Alice,
If you are not Alice please do not continue. Check the email you received to make sure you are logging into the appropriate account.

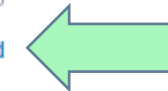
Username

alicefirstimer3

Password

Remember me

[Forgot Password](#)



Log In

How to Sign Disclosures

Logging In

Enter your Username and Email Address, and click the **Next** button.



Reset Your Password

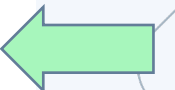


Please enter your username and email address to reset your password.

Username *

[Forgot your username?](#)

Email Address *



How to Sign Disclosures

Logging In

Choose how to get your code.



Get Your Code



You'll need to enter an authentication code. How should we send it to you?



*****7891

Text



*****7891

Call



a*****@champstpo.com

Email

Cancel

How to Sign Disclosures

Logging In



Enter the code you received. You will then have an option to reset your password.

Click the **Submit** button.

A screenshot of a web form titled "Reset Your Password". The form includes a section for "Password Requirements" with a list of five bullet points: "Between 8 and 64 characters", "At least one lowercase character", "At least one uppercase character", "At least one special character", and "At least one numeric character". Below this are two input fields: "New Password *" and "Confirm New Password *", both containing masked text (dots) and a toggle eye icon. A green arrow points to the "New Password" field, another green arrow points to the "Confirm New Password" field, and a third green arrow points to the "Submit" button. The "Submit" button is dark blue with white text. Below the input fields is a status indicator that says "Password requirements met" with a green checkmark and an information icon. At the bottom of the form are two buttons: "Cancel" (white with a dark border) and "Submit" (dark blue with white text).

Reset Your Password

Password Requirements

- Between 8 and 64 characters
- At least one lowercase character
- At least one uppercase character
- At least one special character
- At least one numeric character

New Password *

.....

Password requirements met

Confirm New Password *

.....

Cancel Submit

How to Sign Disclosures

Logging In

Once you have reset your password, it will bring you back to the login page. Log in.



Welcome!

Access your dashboard to manage loans securely and conveniently.

Login

✔ You successfully changed your password. Login with your new password.

Hello Alice,
If you are not Alice please do not continue. Check the email you received to make sure you are logging into the appropriate account.

Username

alicefirstimer3

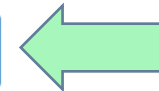
Password

.....

Remember me

[Forgot Password](#)

Log In



Agree to E-Consent.

AGREEMENT

By clicking "Agree" you are agreeing to this E-Consent and consenting to the use of electronic records and signatures in connection with the Communications and your use of the Platform, and you are also confirming that:

- you can access and read this E-Consent and you understand this E-Consent;
- you have the hardware and software described above;
- you are able to receive and review electronic records;
- you have an active email account and a cellphone number for SMS messaging, each of which you have disclosed to us;
- you have the ability to access and view PDF files; and
- you acknowledge that electronic signatures and records will be used in place of written documents and handwritten signatures with respect to the electronic Communications and your use of the Platform.

Please click the button at the bottom of the page to consent to do business electronically and to view Loan Documents electronically.

Don't Agree

Agree



How to Sign Disclosures

E-Sign Documents



Tasks

Property Address 29655 Test St, Phoenix, AZ 85010	Total Loan Amount \$300,000	Submission Date 04/29/2026	Electronic Consent Accepted	Loan Officer TPO Loan Officer	PURCHASE
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UPLOAD **REVIEW & SIGN (2)**

Task Status
Pending

Review Documents

- 2015 Settlement Service Provider List
- HUD Approved Homeownership Cou...

[VIEW FULL LIST](#)

Assigned on 04/29/2026, 09:13 AM

Done

e-Sign Documents

- 1003 - URLA
- Uniform Residential Loan Application ...

[VIEW FULL LIST](#)

Assigned on 04/29/2026, 09:13 AM

Sign

Once agreed, you will be directed to your tasks. Click on the **Sign** button and begin signing your documents.

How to Sign Disclosures

E-Sign Documents



A screenshot of the Simplifile e-sign interface. The top navigation bar shows the event name 'dcfb6307-b43d-4363-8917-e1b4212ba510_esign' and the participant 'Alice Firstimer'. A sidebar on the left lists documents to be signed, including '003 - URLA.pdf' and several 'Uniform Residential Loan Application' documents. The main content area displays 'Page 1 of 51 - Letter' and a 'Click to get started' button with a dropdown arrow. A green arrow points to this button. Below the button, there is a form for 'Lender Loan No./Universal Loan Identifier' (984500U2F9A83N391A911260400998408) and 'Agency Case No.'. The title 'Uniform Residential Loan Application' is prominently displayed in the center.

Click on the **Click to get started** button. Please ensure you are following all prompts.

How to Sign Disclosures

E-Sign Documents



You have completed signing of all documents. Click to submit documents.

Signature of taxpayer(s). I declare that I am either the taxpayer, a spouse, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign; however, if both spouses' names and TINs are listed in lines 1a-1b and 2a-2b, both spouses must sign the request. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, certify that I have the authority to execute Form 4506-C on behalf of the taxpayer. **Note:** This form must be received by IRS within 120 days of the signature date.

Submit Signed Documents ←

Signatory attests that he/she has read the above attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-C. See instructions.

Signature for Line 1a (see instructions) <i>Alice Firstimer</i>	Date 04/29/2026 9:32 AM PDT	Phone number of taxpayer on line 1a or 2a 602-733-7891
<input type="checkbox"/> Form 4506-C was signed by an Authorized Representative	<input checked="" type="checkbox"/> Signatory confirms document was electronically signed	
Print/Type name Alice Firstimer		
Sign Here Title (if line 1a above is a corporation, partnership, estate, or trust)		
Spouse's signature (required if listed on Line 2a)	Date	

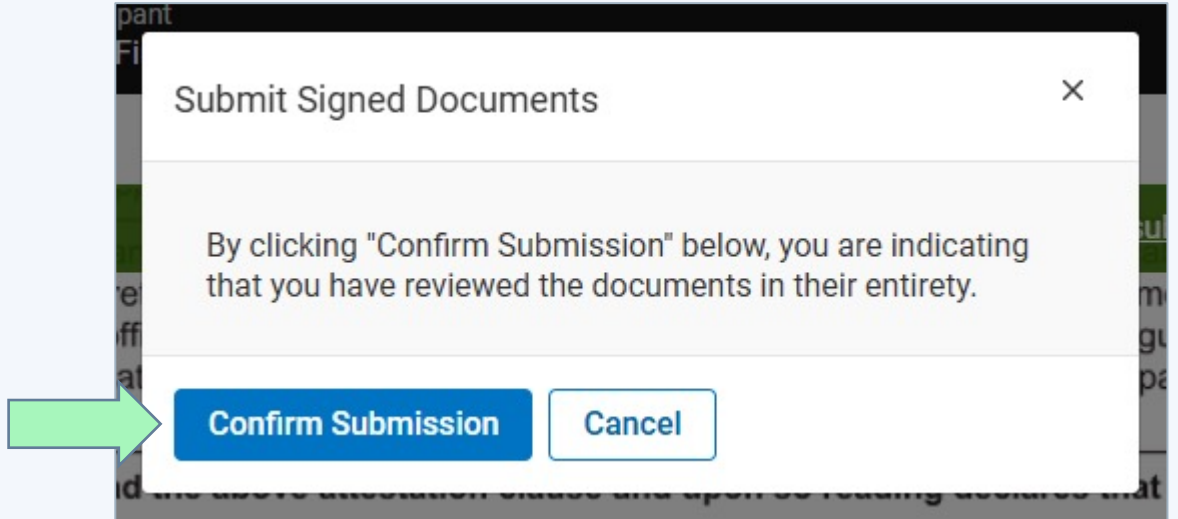
Once all documents are signed, click on the **Submit Signed Documents** button.

How to Sign Disclosures

E-Sign Documents



Click on the **Confirm Submission** button. You have now completed your E-Sign portion.



Our Winning Philosophy at Champs TPO



At Champs we believe Decision Makers should communicate with Decision Makers. Your Champ's Account Manager will be your primary point of contact through the life cycle of the loan file.

We are your partners in success. Please contact your Account Executive or your Champs Operations team for assistance.

Thank you for your partnership and business!

