

REFERENCE GUIDE

MAGELLAN HUB

Magellan Hub User Registration

To register for the Hub click here <https://registration.magellanhomeloans.co.uk> to complete our online registration form. Your username and password will be emailed to you within 24 hours.

Magellan Hub Login

For optimal browser viewing please use Internet Explorer:

From the Hub login page you can reset your password by clicking the forgotten password link.

MAGELLAN
HOMELOANS

LOGIN HERE >

Welcome to the Magellan online application system. Please progress by completing the Login fields.

[FORGOTTEN PASSWORD](#)

LOGIN

Magellan Hub Home Page

The Hub home page enables you to start a new DIP and track the progress of your current cases.

CONTACT US: 03303 355777

LOGOUT

LOGGED ON AS MAGELLAN BROKER

HOME FIND CASES FIND BORROWERS TASK LIST REMITTANCE REPORT CHANGE PASSWORD

Welcome to the Magellan Hub. This portal has been designed to enable you to simply and easily submit and monitor the status of your Magellan cases from DIP to Completion. As well as monitor your case checklists, upload files and communicate directly with Magellan.

NEW RESIDENTIAL APPLICATION >

[Product Guide](#)

[Submission Guide](#)

[Affordability Calculator](#)

RECENT CASES

REFERENCE	NAMES	STAGE
00001022	Mr T Test	DIP Data Entry

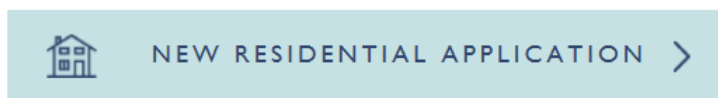
TASK LIST

An automated list of your Current task in priority order

REFERENCE	TASK DESCRIPTION	DUE DATE
00000002	Message From Underwriter	27 Jun 2017

Decision in Principle (DIP)

To start a DIP click on the New Residential Application button.



Throughout the DIP pages, guidance is provided by clicking the icon.

Proceed through the pre-application questions and declaration pages.

Complete all DIP application pages. Mandatory data is indicated by the icon.

You can move through the DIP pages by clicking the next button, the page will validate missing data when you save or click next. Any pages that require data will be highlighted in red on the menu bar, and show when all mandatory data is completed.



You can navigate to a specific page via the left hand menu, the menu is highlighted to indicate which page you are on.

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LOGOUT

LOGGED ON AS MAGELLAN BROKER

HOME
FIND CASES
FIND BORROWERS
TASK LIST
REMITTANCE REPORT
CHANGE PASSWORD

Case Ref 00001025

Stage DIP Data Entry

Page Loan Requirements

Lending Type Residential

Lockout Time Remaining 59 mins

DECISION IN PRINCIP...

INTERMEDIARY

LOAN REQUIREMENTS

 APPLICANT
 ADDRESS
 EMPLOYMENT
 INCOME
 EXPENDITURE
 CREDIT PROFILE
 PROPERTY
 BTL PORTFOLIO
 SUBMIT
 APPLICATION FORM

Lower of Estimated Property Value / Purchase Price

£ 250,000

Mortgage Amount

£ 105,000.00

LTV

42.00%

Repayment Type

Repayment ▼

Term

25 Years □ Months

Mortgage Type

Purchase ▼

Is the purchase undervalue

Yes No

SAVE

Applicants

To add additional applicants click the Add Borrower button on the Applicant Page.

ADD BORROWER

Addresses

Easy address search, input the house name/number and post code into the post code address field and use the magnify glass to search for the full address.

Address History








House Name

5


KT22 8DY

Where there is more than one applicant with the same residential address you can copy the address information via the red arrow.

Address History


House Name		House Name
Number		Number
Postcode 		Postcode 
Residential Status Please Select... 		Residential Status Please Select... 
Date from (dd/mm/yyyy) 		Date from (dd/mm/yyyy) 


Please provide a 3 year address history, note the to and from dates must start and end on the same day. To add a new address click the Add button.


Date from 01 August 2014 


House Name

Number

Postcode 

Residential Status
Please Select... 

Date to (dd/mm/yyyy) 

Date from (dd/mm/yyyy) 

Expenditure

To ensure an accurate DIP, please provide full details of any debts outstanding or to be consolidated in the appropriate sections.

Debts consolidated will be repaid by Magellan from the loan advance.

MONTHLY EXPENDITURE - DEBTS TO BE CONSOLIDATED

If customers are jointly responsible for a Credit Commitment please ONLY input details under the first Customer



Monthly credit commitments outstanding or to be repaid prior to completion, from borrowers own resources.

MONTHLY EXPENDITURE - CREDIT COMMITMENTS

If customers are jointly responsible for a Credit Commitment please ONLY input details under the first Customer. Please include all debts to be repaid prior to completion within this section



Product select

Once all fields have been completed move to the Submit page and click Choose Product. Please select the product applicable to the applicants' credit profile. You can move through the product pages via the page numbers in the bottom left corner.

Product Search Results

Product Description	Base Rate	Product Loading	Initial Discount or Fixed Rate	Initial Rate	Initial Monthly Repayment	Mature Interest Rate	Mature Monthly Repayment	Life Time Cost of Loan	Total Fees Payable	Redemptions Fees Apply	APR	
MI - 2 year Fixed - 85%	0.33	3.46	3.79%	3.79	1295.99	3.79%	1295.99	392853.38	5051.00	24 Months	4.1%	SELECT
MI - 2 year Fixed - 85% - Fee Assist (Purchase)	0.33	3.46	3.79%	3.79	1303.74	3.79%	1303.74	394690.72	6066.00	24 Months	4.1%	SELECT
MI - 3 year Fixed - 85%	0.33	3.46	4.09%	4.09	1337.43	3.79%	1300.14	395412.92	5051.00	36 Months	4.1%	SELECT
MI - 3 year Fixed - 85% - Fee Assist (Purchase)	0.33	3.46	4.09%	4.09	1345.42	3.79%	1307.91	397266.69	6066.00	36 Months	4.2%	SELECT
MI - LIBOR Tracker - 85%	0.33	3.46	0%	3.79	1295.99	3.79%	1295.99	392853.38	5051.00	None	4.1%	SELECT
MI - LIBOR												

Once the product has been chosen you can select how the applicant wishes to pay Magellan Completion Fees. Click Submit.

You will receive an email notification confirming the DIP decision, you can retrieve a copy of the ESIS from the DIP Accepted page.

Messages

You can review and send messages to the underwriter at any time during the DIP & application process via the Message page located under the Application Form tab on the case menu.

MESSAGE

ADD NEW

Once you have entered a note, please click the button below to notify the underwriting team

NOTIFY UNDERWRITER

Full Mortgage Application

Once your DIP has been accepted, proceed to Full Mortgage Application via the Create Application button on the DIP accept page. Once you have created the Application, the Document Required section within the Case Summary page will provide details of the documents to be provided on submission of the application.

DIP ACCEPTED

Product Selected

PRODUCT	LOAN REQUIRED	TERM	REPAYMENT TYPE
MI - 2 year Fixed - 70%	£ 150,000.00	21 years	Repayment

Loan Amount: £ 150,000.00

Please click the button below to generate an ESIS.

GENERATE ESIS

Document History

Document History - use the + to view previous issues

DOCUMENT DESCRIPTION	CREATED	PRINTED	EMAIL	ISSUE
+ Illustration ESIS	04 Jul 2017 15:33	unprinted		I


CREATE APPLICATION

WITHDRAW APPLICATION


Direct Debit

On the Bank page please ensure the bank details provided are for the bank account from which the applicants wish to pay the mortgage payment.

The account needs to be in the name of the applicant(s).

☆ Account number 

☆ Sort Code - -
Not validated

☆ Bank Name and Address
Bank Name
House Name
Number
Postcode 

☆ Account in Names of


Solicitor's details

Please complete the applicant's Solicitor details by using the search function, if your applicants' solicitor details are not present please select the Add New Solicitor button. Magellan can only accept firms where there are 4 or more approved managers as per the Law Society.

SOLICITOR SEARCH

Solicitor Search

Use this page to find the details of your current solicitor, or to get a list of solicitors to choose from. Please enter some information in one or more of the following fields.

Solicitor's Name	<input type="text"/>
Town	<input type="text"/>
County	<input type="text"/>
Postcode	<input type="text"/> 
Country	United Kingdom <input type="button" value="v"/>
Telephone Number	<input type="text"/>

ADD NEW SOLICITOR

SEARCH

Please note the solicitor short code is the SRA number of the Solicitor:

Remember to tick the last box to verify your chosen Solicitor:

Use this page to add new solicitor details.
(*denotes field is mandatory)







Solicitor's Name*	<input type="text"/>
Short Code*	<input type="text"/>
House Name	<input type="text"/>
House Number / Street*	<input type="text"/> <input type="text"/>
District	<input type="text"/>
Town*	<input type="text"/>
County	<input type="text"/>
Postcode*	<input type="text"/>
Country*	United Kingdom <input type="button" value="v"/>
Telephone Number*	<input type="text"/>
Fax Number*	<input type="text"/>
Email	<input type="text"/>
DX Number	<input type="text"/>
No of Partners*	<input type="text"/>
Solicitor Details Verified?	<input type="checkbox"/>

CLOSE

Documents Required

Upload documents against the specific requirement using the Upload button.

Declaration, Fee Payment Form and Direct Debit mandate can be found on the essential literature page of our website: magellanhome loans.co.uk/intermediaries/essential-literature/

DOCUMENT REQUIRED	DOCUMENT UPLOADED	ACCEPTABLE
Lastest Months Payslip - Jemma Smith 	VIEW	UPLOAD
Lastest Months Payslip - Arthur Smith 	VIEW	UPLOAD
Proof of ID - Jemma Smith  		UPLOAD
Proof of ID - Arthur Smith  		UPLOAD

Note: Please ensure the case is not locked by another user before you upload documents.

The following documents are mandatory:

- Proof of income
- Bank statements
- Signed declaration
- Direct Debit mandate
- Fee Payment Form (if applicable).

Submit Application

Once all application pages are complete and the required documents have been uploaded, navigate to the Submit Application page and click the Submit Application button.

[SUBMIT APPLICATION](#)

You can also produce an Application Summary to provide to the applicant as confirmation of the information input.

[GENERATE APPLICATION SUMMARY](#)