## Completing The Maast Application - Supporting Documentation

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Go to **Applications**, <u>search</u> and select an application.

The <u>documentation required</u> is based on a number of fields on the application.

After an Online Application (OLA) is <u>created</u>, the <u>application data is added</u>, and the applicant has clicked through the terms, the supporting documentation needs to be added. Supporting documentation is required before submitting the online application to us for underwriting. You can return to an application to upload the documentation when the application is in either *Incomplete* or *Documentation* <u>status</u>.

To upload the supporting documentation:

- 1. View the <u>Application Detail</u> and the Application Overview section. When the <u>Current Status</u> of the application is either *Incomplete* or *Documentation*, you can add documentation.
- 2. Scroll down to the Application Documents section and provide the supporting <u>documentation</u> to an application by clicking on each tile and uploading the relevant document or documents into the tile. The outline in red denotes required versus not required.