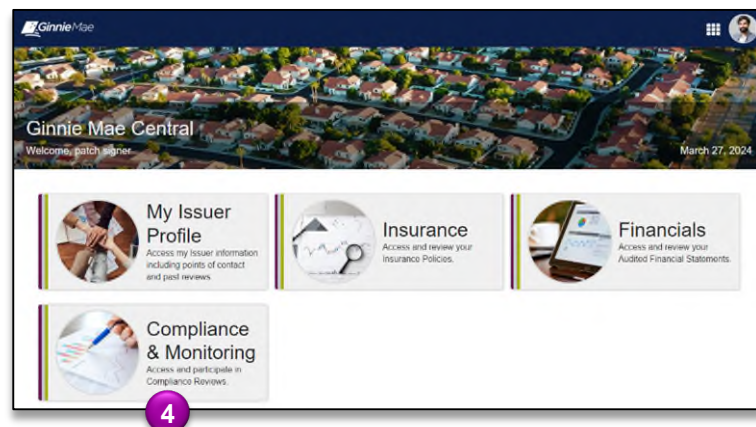
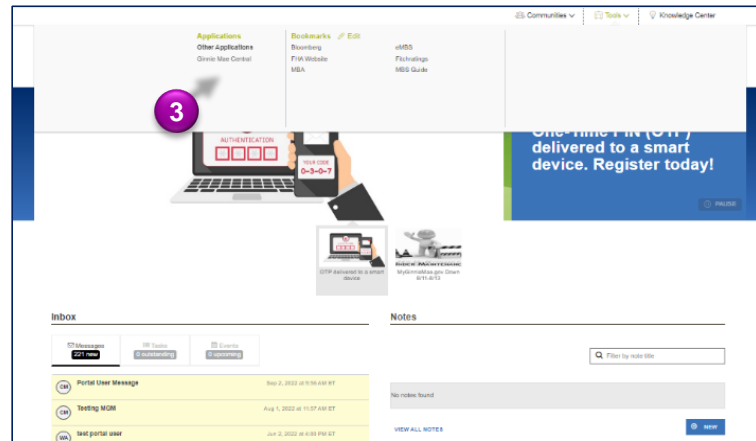
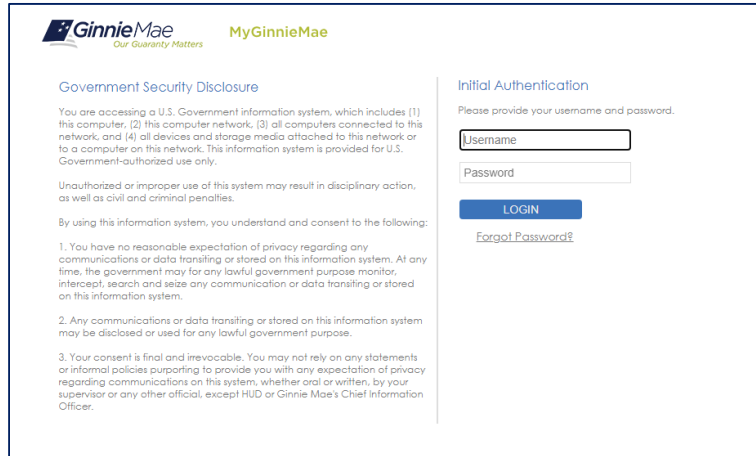


This Quick Reference Card provides an overview of the steps and instructions to view the logged findings and Initial Letter as an Authorized Signer, Review Liaison, and Basic User.

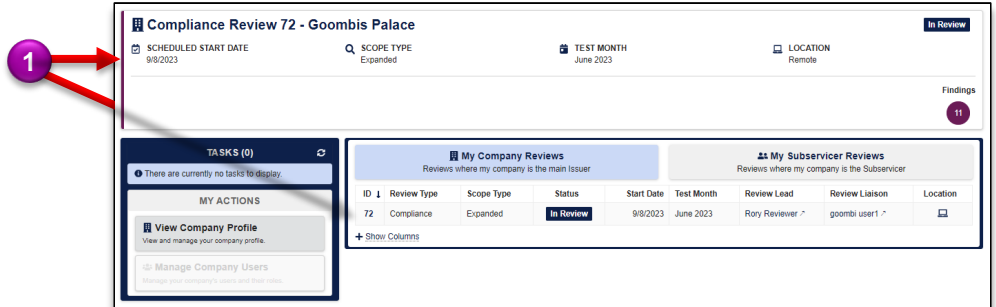
NAVIGATING TO GMC C&M

1. Navigate to MyGinnieMae (<https://my.ginniemae.gov>).
2. Login with your credentials.
3. Select Ginnie Mae Central under the Applications section on the My Tools dropdown.
4. Select the C&M module.

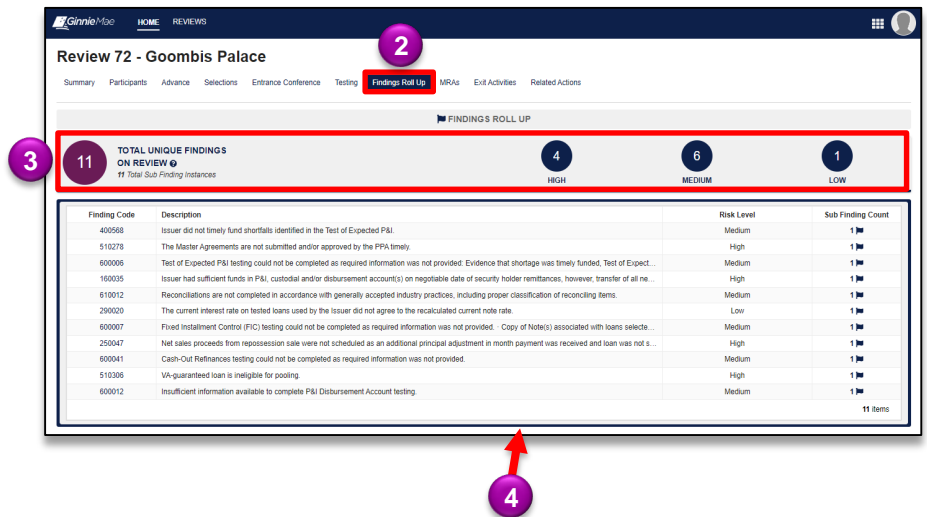


VIEW FINDINGS ROLL UP

1. Select the **Review Banner** or the **Review ID link** to access the Review Record.



2. Once on the Review Record, Select the **Findings Roll Up** tab.
3. On the Findings Roll Up tab, the **Total Unique Findings** logged across Issuer & Subservicer sub-reviews will be displayed.
4. The grid below will display **key findings information** such as Finding Code, Description, Risk Level, and Count.



VIEW INITIAL LETTER

1. On the Summary tab of the Review Record, the **Initial Letter is available for download** on the left-hand side of the page under the Initial Letter section. Select the download icon to open, view, and save the document.

