

# How to Reserve Products in MTE



1 MTE gives you the ability to reserve a product without submitting a Full Mortgage Application (FMA).

Now you are in FMA, you'll need to complete all mandatory fields.

When you come to the Processing Options section, you'll be presented with three options:

- Reserve Product
- Complete FMA
- Request a KFI

Select 'Reserve Product'.

1 After selecting 'Reserve Product', complete the remaining questions, including the fee payment section so that you can pay the product booking fee.

2 Then click 'Validate'.

3 Click 'Save' and then 'Close'.

The form is then ready to 'Send & Track' to reserve your product.