How to amend a AIP

On the case you are working on you will see this screen:

Cases

Account Number	First Named Applicant	Account / Application Status	Options
6100123980	AIP Tester	AIP	Proceed With Application

To amend your AIP click on the proceed with application button

Mortgage Application - AIP Process

Edit AIP

Application Number:	6100123980
Applicant:	AIP Tester
AIP Decision:	Referred

Please click 'Edit AIP' to revisit and change details of your AIP , or 'Continue' to proceed to a full application.

Cancel   Edit AIP   Continue With Full Application

You will then get this screen so click on edit AIP.

This will then take you into your AIP. Unfortunately you cannot skip to a specific screen so you will need to continue through them all until you get to the question you would like to change. Once you have changed this you will need to continue all the way through the AIP and re-submit, This will now request a new lending decision and allow you to carry on with your application without doing another credit check or changing the case number.