

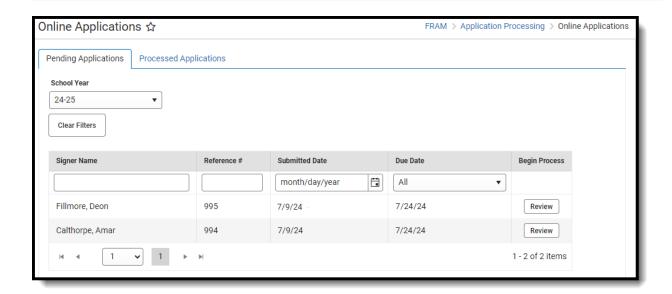
## **View Pending Applications**

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Tool Search: Online Applications

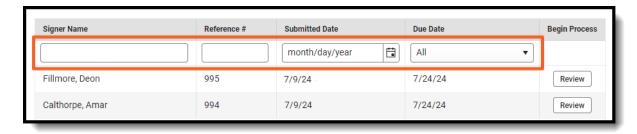
Application processors can view and sort pending applications in the Pending Application tool. Once an application signer submits their application via the Portal, the application appears in the Online Applications window in the Pending Applications tab.

The Due Date on the Pending Online Applications is 14 days (10 business days) from when the application was submitted.



## Search for Specific Pending Online Applications

You can search for a specific pending application by entering the application Ref # or Signer Name and pressing Enter. Matching search results appear in the Online Application window.



To view details about a pending application, click the **Review** button.

