

## Ventures Knowledgebase:

Did you know that Ventures has a Knowledge Base platform where you have access to helpful Articles, Videos, Submit a Support Ticket and even track your support tickets?

- Access the Ventures Knowledge Base widget located on the lower section of Ventures: **Stay Connected** section or bookmark <https://ventures.happyfox.com/home/>



## Servicing Mailing Contact/Address

The Servicing Mailing Contact/Address fields located within the General > General tab are visible when the loan is in Approved and Funded status. Users will be able to assign a Primary Contact to the project as soon as the status has been updated to Approved. The fields will be optional for Approved status loans and will become required fields once the loan moves into a Funded status.

The image displays two versions of the 'Servicing Mailing Contact/Address' form. The top form is for a loan with 'Status Approved' (dated 12/27/2020). A yellow callout box states 'Approved Status = Optional Servicing Mailing Contact/Address fields'. The form fields are optional, with dropdown menus showing '- Not Set -'. The bottom form is for a loan with 'Status Funded: Active' (dated 12/15/2021). A yellow callout box states 'Funded Status = Required Servicing Mailing Contact/ Address fields'. In this version, the 'Primary Contact', 'Street', 'City', 'Zip', and 'State' fields are highlighted with yellow boxes, indicating they are now required. The 'Primary Contact' field is populated with 'Chris Pratt'.