Lender emails new project set up information to CIS



Lender receives progress payment request with attachments from owner/GC & reviews for completeness



Progress payment request spreadsheet is forwarded via email to CIS



CIS receives progress
payment request, reviews
request submittal and
enters information into
CIS database



CIS awaits next Progress Payment request and repeats steps



Lender reviews CIS report, necessary lien waivers and signed request and funds approved amounts



CIS report and invoice is forwarded via email to Lender



CIS assigns inspection and dispatches inspector to project site



Inspection is then performed at the project site



Inspector uploads results and photos into CIS database



CIS progress report with funding opinion and photos is compiled



CIS reviews inspector's work, performs clarifications, and develops report for funding opinion

