

**How do I make changes to contact information?**

Lenders (i.e., loan officers) are set up in the Loan Commitment System by their organization's designated web administrator. Any changes to user privileges or account information should be requested through the web administrator. Updating your information in the Loan Commitment System **does not** automatically update the lender search. [Use this form to update contact information in the lender search.](#)

**How do I change or update the web administrator?**

Web administrator information can be found in the Loan Commitment System under *Administrator Info* or obtained by contacting Minnesota Housing. Changes are submitted on the *Existing Lending Partner Information* [Lending Partner Web Administrator Information form](#), signed by your entity's main office contact and emailed to Minnesota Housing.

**How do I update the main office and main office contact information?**

Changes are submitted on the *Existing Lending Partner Information* [Main Office Information form](#), signed by your entity's *new* main office contact and emailed to Minnesota Housing.

**How do I update my payment information for home improvement loan programs?**

Changes should be completed by your entity's main office contact and e-mailed to Minnesota Housing. Submit the [Payment Information for ACH Transactions form](#).