

# MFM Bulletin: 016-2022

**Date:** April 22, 2022

Subject: Updates to AmeriHome Mortgage Portfolio Express program

Member First Mortgage has made a revision to the AmeriHome Portfolio Express program, increasing the minimum loan amount from \$50,000 to \$647,200. This change is effective today, April 22,2022.

Please see below/attached for complete guidelines for AmeriHome Mortgage Portfolio Express and contact the MFM Underwriting department (<u>underwriting@memberfirstmortgage.com</u>) if you have any questions or concerns.

Thank you



# PORTFOLIO EXPRESS PROGRAM GUIDE

Last Revised Date: March 28, 2022 nvestor: AmeriHome Mortgage Company, LLC

					PROD	UCT MATRI	IX						
ellathia tha demonstria a	Primary Residence												
Eligible Underwriting All loans must receive a DU®	Purchase, Rate & Term Refinance				Cash-Out Refinance								
Approve/Eligible or Approve/Ineligible where the Ineligible recommendation is	Property Type	LTV/CLTV*	Maximum Loan Amount	Minimum Credit Score	Months Reserves**	Max DTI	Property Type	LTV/CLTV*	Maximum Loan Amount	Minimum Credit Score	Maximum Cash-Out	Months Reserves**	Max DTI
for loan structure only. See AUS and Underwriting Method.		85	1,000,000	740	6 < \$1MM 12 = \$1MM	36%		75	1,500,000	700			
	1-Unit SFR, PUD, Condo, 2-4 Units	80	1,500,000	700			1-Unit SFR, PUD, Condo, 2-4 Units	70	2,000,000	700	500,000	Per DU	45%
<ul> <li>*LTV/CLTV Restrictions</li> <li>All LTV/CLTV reductions</li> </ul>	Condo, 2-4 Onits	75	2,000,000	700	Per DU	45%	condo, 2-4 onits	70	1,000,000	680			
are cumulative		75	1,000,000	680									
<ul> <li>Reduce LTV/CLTV by 5% for properties located in</li> </ul>							Second Home						
CT & IL, 10% for properties located in NJ.		P	Purchase, Rate & Te	rm Refinance					Cash-C	Out Refinance			
Cash-Out Refinance: for property owned Free &	Property Type	LTV/CLTV*	Maximum Loan Amount	Minimum Credit Score	Months Reserves**	Max DTI	Property Type	LTV/CLTV*	Maximum Loan Amount	Minimum Credit Score	Maximum Cash-Out	Months Reserves**	Max DTI
Clear where the property was granted to borrower	1-Unit SFR, PUD,	75	1,500,000	700	Per DU	45%	1-Unit SFR, PUD, Condo	75	1,500,000	700	500,000	Per DU	45%
and owned ≥ 6 months, max LTV/CLTV = 50%. See	Condo	70	2,000,000	700				70	2,000,000	700			
Loan Purpose – Refinance		70	1,000,000	680				70	1,000,000	680			
Transactions	Investment Property												
<ul> <li>1 Unit SFR, PUD, or Condo with Property Condition</li> </ul>		P	Purchase, Rate & Te	rm Refinance					Cash-C	Out Refinance			
<ul> <li>C4. See Property Eligibility</li> <li>Florida Condominiums, See Condominiums and</li> </ul>	Property Type	LTV/CLTV*	Maximum Loan Amount	Minimum Credit Score	Months Reserves**	Max DTI	Property Type	LTV/CLTV*	Maximum Loan Amount	Minimum Credit Score	Maximum Cash-Out	Months Reserves**	Max DTI
PUDs.	1-Unit SFR, PUD,	75	1,500,000	700		45%	1-Unit SFR, PUD,	70	1,500,000	700	500,000	Per DU	45%
**Additional Reserves	Condo	70	2,000,000	700	Per DU		Condo	65	2,000,000	700			
For loans with LTV/CLTV >		70	1,000,000	680				65	1,000,000	680			
80%, add 2 additional		70	1,500,000	700	Per DU	45%	2-4 Units	65	1,500,000	700	500,000	Per DU	
months PITIA for each additional financed	2-4 Units	65	2,000,000	700				60	2,000,000	700			45%
property.		65	1,000,000	680				60	1,000,000	680			
				PC	ORTFOLIO EXP	RESS PROD	UCT CODES						
Fixed Rate		Proc	duct Code		Amortization			Qualifying Rate					
	PORTFOLIO EXPRE	SS FIXED 30			Fully amortizir	ng			Qualify at Note	rate based on fully a	amortizing P&I	payment over	30 years

<ul> <li>non-subject property. See Assets</li> <li>State and Geographic Restriction</li> </ul>	ents: For loans with LTV/CLTV > 80%, add 2 months reserves for each additional financed property owned (other than subject property). Additional reserves are calculated on the PITIA of each - Reserves for details. Ins: See State and Geographic Restrictions for requirements by property state. Note: Texas (a)(6), Texas (f)(2), New York properties, and 2 to 4-unit properties in New Jersey are not eligible. Ins: See State and Geographic Restrictions for requirements by property state. Note: Texas (a)(6), Texas (f)(2), New York properties, and 2 to 4-unit properties in New Jersey are not eligible. Int, follow the relevant sections of the Fannie Mae Single Family Selling Guide in effect as of the date of the loan application.
<b>Topic</b> Lender Seller Guide Reference (Last Updated)	PORTFOLIO EXPRESS PROGRAM GUIDELINES Revisions since the last publication are in pink font.
General Underwriting Standards 12/6/2021	<ul> <li>Underwriting Type: This loan program is eligible for Delegated and Non-Delegated underwriting. See AUS and Underwriting Method in this program guide.</li> <li>Manual Underwriting: Manual underwriting is NOT accepted for any loans.</li> <li>Mortgage Insurance: Private mortgage insurance (PMI) is not required or allowed at any LTV.</li> </ul>
Age of Loan at Delivery 5.3.1. Mortgage Loan File Age	Maximum 45 days from settlement statement disbursement date (per HUD-1 or Closing Disclosure) of subject transaction until delivery of complete loan file to Lender.

Unless otherwise directed in the Desktop Underwriter® (DU®) Findings report, credit documents must be less than four (4) months old on date the Note is signed, B1-1-03, Allowable Age of Credit

Properties in Disaster Areas: Follow Fannie Mae requirements for age of documents when a property is in a declared disaster area granted individual assistance, B2-3-05 Properties Affected by a

First Payment Date: Loans must meet the First Payment Date requirements in Seller Guide Section 5.16, Prepaid Interest, First Payments, and Interest Credits and 3.1.3.23., Payment Terms

# KEY PROGRAM REQUIREMENTS

## • Underwriting Type: This loan program is eligible for Delegated and Non-Delegated underwriting.

- Eligible Underwriting: All loans must receive either:
  - DU<sup>®</sup> Approve/Eligible, or

• DU® Approve/Ineligible recommendation where the Ineligible recommendation is for loan structure only, i.e., LTV/CLTV Limits, Loan Purpose, or Loan Amount. The Ineligible recommendation may not be for a credit event. Except for documented erroneous credit data, credit events may not be excluded from DU®.

Fannie Mae Unique Eligibility and Underwriting Considerations are not permitted

ALL LOANS MUST BE UNDERWRITTEN TO THE MORE RESTRICTIVE OF THIS PROGRAM GUIDE, THE DU® FINDINGS REPORT, OR THE FANNIE MAE COVID-19 REQUIREMENTS. (See Lender Agency Interim Guidance on SellerWeb > Resources > Program Guides)

- Minimum Loan Amount for Program: \$647,200.00
- \*Additional LTV/CLTV Restrictions:

Age of Loan,

**First Payment Date** 

5.3.1. Mortgage Loan File Age

- All LTV/CLTV reductions are cumulative
- o State and Geographic: Maximum allowed LTV/CLTV is reduced by 5% for properties located in CT & IL, 10% for properties located in NJ.

No more than 62 days after the final closing disbursement date, and

- Cash-Out Refinance: For properties owned Free & Clear where the property was granted to borrower, e.g., inherited, and has been owned by the borrower for at least 6 months Max LTV/CLTV = 50%
- o 1 Unit SFR, PUD, or Condo with Property Condition C4. See Property Eligibility.

Documents and Federal Income Tax Returns.

On the first calendar day of the month

o Florida Condominiums: See Condominiums and PUDs

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Disaster

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which require:

<b>Topic</b> Lender Seller Guide Reference (Last Updated)	PORTFOLIO EXPRESS PROGRAM GUIDELINES Revisions since the last publication are in pink font.
Appraisal, Property Valuation 9.0. Appraisal 3/18/2022 (Also see Appraisal Review and Second Appraisal Requirements)	<ul> <li>Appraisal Form: Irrespective of DU<sup>®</sup> Findings, a full URAR appraisal report with interior and exterior inspection on the appropriate Fannie Mae form is required for all properties. Desktop appraisals and reduced inspection types, such as exterior-only inspections, and property inspection waivers, such as the Fannie Mae Appraisal Waiver are not allowed. Also see Appraisal Review and Second Appraisal Requirements.</li> <li>All appraisals must be fully compliant with the Appraisal Independence Rule and the ECOA Valuation Rule. See <i>Seller Guide, Section 9, Appraisal.</i></li> <li>General Requirements:         <ul> <li>Appraisals must be uploaded to the UCDP and receive a "successful" status and a Collateral Underwriter Risk Score, <i>B4-1.1-06 Uniform Appraisal Dataset (UAD) and the Uniform Collateral Data Portal.</i></li> <li>Appraisal generated for third parties are NOT eligible.</li> <li>Appraisal generated for third parties are NOT eligible.</li> <li>Appraisal ransfers must meet all Appraiser Independence Requirements (AIR) as well as USPAP requirements. (See USPAP Advisory Opinions 26 &amp; 27)</li> <li>Appraisal Age:</li> <li>To be utilized without an update, appraisals must be dated within 120 days prior to the Note Date.</li> <li>For appraisal may be dated more than 180 days prior to the Note Date.</li> <li>For appraiser must provide an appraisal update based on their exterior inspection of the subject property and knowledge of current market conditions, and</li> <li>The appraiser must provide an appraisal update based on their exterior inspection of the subject property and knowledge of current market conditions, and</li> <li>The update must be completed on Fannie Mae Form 1042, red for Mat 2, and</li> <li>The update must be completed on Fannie Mae Form 1042, red for mark2, and</li> <li>The update must be completed on their exterior inspection of the sub</li></ul></li></ul>

Appraisal Review and Second Appraisal

9.0. Appraisal

9.9. Property Flipping and

Purchase Contract Assignment

10/4/2021

Requirements

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For all transactions: The following appraisal review and second appraisal requirements apply, based on transaction type and combined loan amounts, (first lien plus any subordinate liens), as follows:

Purchase Transactions				
If the combined loan amounts are:	Appraisal Requirements:			
≤ to \$2,000,000	<ul> <li>One full URAR appraisal report with interior and exterior inspection on appropriate Fannie Mae form</li> <li>Appraisal must be uploaded to the UCDP and receive a Collateral Underwriter Risk Score</li> </ul>			
> \$2,000,000	<ul> <li>Two full URAR appraisal reports with interior and exterior inspection on appropriate Fannie Mae form</li> <li>The appraisal with the lower of the two values must be uploaded to the UCDP and receive a Collateral Underwriter Risk Score</li> </ul>			

Refinance Transactions				
If the combined loan amounts are:	Appraisal Requirements:			
≤ to \$1,500,000	<ul> <li>One full URAR appraisal report with interior and exterior inspection on appropriate Fannie Mae form</li> <li>Appraisal must be uploaded to the UCDP and receive a Collateral Underwriter Risk Score</li> </ul>			
> \$1,500,000	<ul> <li>Two full URAR appraisal reports with interior and exterior inspection on appropriate Fannie Mae form</li> <li>The appraisal with the lower of the two values must be uploaded to the UCDP and receive a Collateral Underwriter Risk Score</li> </ul>			

## • Second Appraisal Requirements:

- The second appraisal must be completed by a different appraiser not affiliated with the original appraiser or appraisal company. A second appraisal ordered through the same AMC as the original appraisal is acceptable.
- The appraised value for underwriting purposes is the lower of the purchase price or the two appraisals.

#### Third Party Review Requirements:

- For appraisals with a Collateral Underwriter Risk Score of 2.5 or less, no third party review is required.
- For appraisals with a Collateral Underwriter Risk Score greater than 2.5, a Clear Capital Collateral Desktop Analysis (CDA) is required.

## The following requirements apply for all transactions utilizing a Clear Capital Collateral Desktop Analysis – (CDA):

	If the CDA finding is:	Additional Review Requirements:		
	≤ 10% of the Appraised Value or the purchase price	The lower of the purchase price or appraised value is used to calculate the LTV/CLTV		
	> 10% below the original appraised value of the property, or the finding is "Indeterminate"	<ul> <li>Obtain both:         <ul> <li>Clear Capital Broker Price Opinion (BPO), and</li> <li>Clear Capital Value Reconciliation of Three Reports (Recon Form 3.0).</li> <li>The Value Reconciliation will take into account the original appraisal, CDA and BPO.</li> <li>The final value determined by Clear Capital will be used as the appraised value for the property.</li> </ul> </li> <li>Sellers may contact Clear Capital at: customer@clearcapital.com, 530.550.2500.</li> </ul>		
	<ul> <li>The appraised value</li> <li>The lower of the purchase price or appraised value is used to calculate the LTV/CLTV</li> <li>CDA Release Form: If a CDA is required, Lender reserves the right to require the Seller to provide the CDA Release Form.</li> <li>A sample Clear Capital CDA Release Form is available at <i>SellerWeb/Resources/Documents and Forms</i>.</li> <li>Sellers should use this sample form, or a form with equivalent language.</li> <li>Ordering a CDA: For ordering instructions see the <i>Clear Capital Appraisal Review Products User Guide</i> at <i>SellerWeb/Resources/User Guides</i>.</li> <li>Prior Sale within 180 Days: For purchase transactions, if there has been a sale or ownership transfer of subject property within the previous 180 days, see Property Flipping, Purch Assignments for additional appraisal review requirements.</li> </ul>			
Asset Documentation	<ul> <li>Follow Fannie Mae requirements, <i>B3-4, Asset Assessment</i>.</li> <li>For assets verified using the DU Validation Service, see <i>B3-2-02, DU Validation Service</i>.</li> <li>For direct verification by a third-party asset verification vendor, see <i>B3-4.2-01, Verification of Deposits and Asset</i>.</li> <li>DU<sup>®</sup> will analyze the risk factors for all borrowers on the loan regardless of occupancy, including income, assets, liabilities and credit, <i>B2-2-04, Guarantors, Co-Signers, or Non-Occupant Borrowers of the Subject Transaction</i></li> <li>Also, see Interested Party Contributions and Lender Contributions</li> <li>Loan transactions with Community Seconds<sup>®</sup> are not eligible in this program. See Secondary (Subordinate) Financing.</li> <li>For reserve requirements when there are multiple financed properties for the same borrower, see Assets - Reserves.</li> </ul>			

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Assets – Borrower Required Funds	• A minimum down payment of 5% of the purchase price from the borrower's own funds is required for any purchase transaction. These funds cannot be from a non-occupant co-borrower or from a gift, B3-4.3-04, Personal Gifts. A borrower's real estate commission from the subject property cannot be used to satisfy the minimum down payment requirement.
Assets - Reserves	<ul> <li>General Reserve Requirements:</li> <li>Minimum Months' Reserves: See the Product Matrix for minimum number of months reserves required.         <ul> <li>The minimum number of months' reserves is based on the subject property's PITIA, including payment for any secondary/subordinate financing.</li> </ul> </li> <li>Additional Reserves:         <ul> <li>Additional Financed Properties: For loans with LTV/CLTV &gt; 80%, add 2 months reserves. Additional reserves are calculated on the PITIA of each non-subject property.</li> </ul> </li> </ul>
Assets – 1031 Tax Deferred Exchanges 10.4.9. 1031 Tax Deferred Exchanges	<ul> <li>Transactions that are 1031 Tax Deferred Exchanges are eligible for delivery to Lender with the following restriction:         <ul> <li>Investment property purchases only.</li> </ul> </li> </ul>
<b>AUS and Underwriting Method</b> 10.4. General Mortgage Loan and Transaction Eligibility 10/4/2021	<ul> <li>Underwriting Type: Delegated and Non-Delegated Underwriting.</li> <li>Underwriting Eligibility: This Program requires the Seller to utilize Fannie Mae Desktop Underwriter (DU®). All loans must be underwritten to the more restrictive of this program guide, the DU Findings report, or the Fannie Mae COVID-19 requirements. See Lender Agency Interim Guidance – COVID-19.</li> <li>Desktop Underwriter<sup>®</sup> – All loans must receive either:         <ul> <li>A DU Approve/Ineligible recommendation, or</li> <li>A DU Approve/Ineligible recommendation where the Ineligible recommendation is for Ioan structure only, i.e., LTV/CLTV Limits, Loan Purpose, or Loan Amount. The Ineligible recommendation may not be for a credit event. Except for documented erroneous credit data, credit events may not be excluded from DU®. See B3-2-09, Erroneous Credit Report Data.</li> <li>Loans utilizing DU Validation Service for income, employment, or assets are eligible under this program. See B3-2-02, DU Validation Service. See Tax Transcripts within this program guide.</li> <li>Fannie Mae Unique Eligibility and Underwriting Considerations are not permitted. See Part B, Origination Through Closing, Subpart B5 Unique Eligibility and Underwriting Considerations.</li> </ul> </li> <li>DU Underwriting Analysis report must meet Fannie Mae requirements, in B3-2-01, General Information on DU, B3-2-10 Accuracy of DU Data, DU Tolerances and Errors in the Credit Report and B3-6-02, Debt-to-Income Ratios.</li> <li>Lender must have the actual DU "Underwriting Analysis Report" findings report of the Seller or the Seller's originating TPO, and does not accept another lender's DU Findings nor DU "Underwriting Findings" reports.</li> <li>Manual underwriting is NOT accepted for any loans, including loans with errors in the credit report.</li> </ul>

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Borrower Eligibility 10.5. Borrower Eligibility 10.6 Trust Eligibility 3/28/2022	<ul> <li>Second Homes, the maximum loans to one borrower is</li> <li>All Borrowers must meet Fannie Mae and Lender Borro</li> <li>Borrowers must be a natural person or and taken in Inter Vivos trust, POA cannot be us</li> <li>Eligible Non-U.S. citizen borrowers must mm</li> <li>All Borrowers meet Fannie Mae requireme</li> <li>All Borrowers must have a valid social secu eligible.</li> <li>No Borrower is a Corporation, Limited Liab</li> <li>Eligible Borrower Types are limited to: <ul> <li>U.S. Citizens</li> <li>Permanent Resident Aliens</li> <li>Inter Vivos Revocable "Living" Trusts</li> </ul> </li> <li>Ineligible Borrower Types: <ul> <li>Non-Permanent Resident Aliens, Non-Resident Person(s) with diplomatic immunity or a Foreign Nationals</li> <li>Lender employees are ineligible.</li> <li>Employees of Western Alliance Bancorpora First Independent Bank®, Torrey Pines Banl</li> <li>Insiders or their related interests, such as in</li> <li>Principal, Owners, and Employees of Lende</li> </ul> </li> <li>All Borrowers must also meet the following Lender req</li> <li>Maximum four (4) Borrowers per Ioan.</li> <li>Maximum four (4) properties serviced by Lender Service of the process o</li></ul>	<ul> <li>(1) Ioan.</li> <li>wer eligibility requirements, <i>B2-2 Borrower Eligibility</i>, including: eligible Inter Vivos Revocable "Living" trust, <i>B2-2, Borrower Eligibility</i>.</li> <li>ed. See Trusts in this program guide.</li> <li>bet Fannie Mae requirements for non-U.S. citizens, <i>B2-2-02 Non-U</i>.</li> <li>ts for Continuity of Income, <i>B3-3.1-01, General Income Informat</i> rity number, <i>B2-2-01, General Borrower Eligibility Requirements</i>. I</li> <li>lity Company (LLC), partnership or other business entity, <i>B2-2-01</i>.</li> <li>lent Aliens or Other reign Politically Exposed Person(s).</li> <li>tion<sup>®</sup>, its subsidiaries, or divisions, including but not limited to We s, Alliance Association Bank<sup>®</sup>, or Western Alliance Equipment Finanter-vivos revocable trusts, of Western Alliance Bancorporation, it rapproved Sellers are ineligible.</li> <li>uirements:</li> <li>bof of lawful residency documentation requirements listed in the sector.</li> </ul>	ion. Borrowers with an Individual Taxpayer Identification Number (ITIN) are not stern Alliance Bank®, Alliance Bank of Arizona®, Bank of Nevada®, Bridge Bank, ince are ineligible. Is subsidiaries, or divisions, as defined under Regulation O, are ineligible. table below.	
	Permanent Resident Alien	Non-Permanent Resident Alien	Non-Resident Alien or Other	
	<ul> <li>Permanent Resident Card (Green Card), or</li> <li>Passport with USCIS I-551 stamp</li> </ul>	Not Eligible	Not Eligible	
	Fannie Mae eligibility requirements, B2-2-04, Guaranto	rs, Co-Signers or Non-Occupant Co-Borrowers. (Note: Guarantors owers on the loan regardless of occupancy, including income, ass		

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<b>Compliance - Regulatory Compliance</b> 8.9.7. Borrower Ability to Repay (ATR) 8.11. Regulation Z, TILA – Notice of Rescission Requirements	<ul> <li>Ability to Repay Rule (ATR): All Mortgage Loans in this program, must meet the requirements of the "ANDIN to Repay" (ATR) Rule in 12 CFR \$1026.43(c)(2).</li> <li>Qualified Mortgage (QM) Status: Loans in this program are not required to be QM loans and are not required to meet the requirements in 12 CFR \$1026.43(c)(2).</li> <li>Appendix Q: Loans in this program are not required to meet the Standards for Determining Monthly Debt and Income in Appendix Q.</li> <li>Homeownership Counseling Disclosure: A RESPA compliant Homeownership Counseling Disclosure must be provided with initial disclosures and documented in the Ioan file for all loans delivered to Lender.</li> <li>High Cost Limits: Loans exceeding any applicable federal, state or municipal High Cost limits are not eligible for purchase by Lender (e.g. HOEPA).</li> <li>HPM/L/HCT         <ul> <li>Lender will purchase a higher priced mortgage loan (HPML) or higher priced covered transaction (HPCT) that meets program and product eligibility guidelines, all Applicable Laws, and fully complias with Fannie Mae requirements, B2-14. 402, Mortgage Loan Eligibility are eligible.</li> <li>HPML Escrow Rule requirements must be met for primary residence HPML, which includes maintaining an HPML compliant escrow for at least 5 years.</li> <li>The TLA Higher-Priced Mortgage Loans (HPML) Escrow Rule Small Entity Compliance Guide is available at CFPB.gov.</li> <li>Refinance Transactions. CD: Requires use of Alternative Cosing Disclosure H-25(c) – alternative form, Mortgage Loan Transaction Closing Disclosure – Refinance Transaction, for all transactions with are endering with Chance Requirements:</li> <li>For transactions with a new cerditor, use H-3 Rescission Model Form (Refinancing with Original Creditor), or a substantially similar notice.</li> <li>For transactions with to reguire Reditore.</li> <li>If discovered prior-to-close:</li> <li>Borrower</li></ul></li></ul>

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<b>Condominiums and PUDs</b> 10.7.5. Condominium Requirements 11/23/2021	<ul> <li>Sellers are responsible for determining that the project meets all applicable Fannie Mae eligibility requirements. See B4-2, Project Standards. Effective for loans delivered on or after 12/1/2021, Sellers must meet the temporary requirements for condo projects outlined in Lender Letter (LE2021-14), except for CMP "Unavailable" Status, which is effective immediately.</li> <li>See the Lender Non-Delegated Condominium Project Review duck Reference Quide for eligible review types for Non-Delegated underwriting.</li> <li>Loan File Must Include:         <ul> <li>Uniform Underwriting and Transmittal Summary, Form 1008/1077, or equivalent, identifying the type of project review completed.</li> <li>For condominium Project Review to the selligible for delivery to Lender:</li> <li>Limited Review, See B4-2-201, Limited Review Process.</li> <li>Full Review (With or without Condo Project Manager" (CPMP") - (See B4-2-203.)</li> <li>Without CPM requires an Lender Lender Full Review Condo Project Eligibility Certification form. SellerWeb&gt; Resources&gt; Documents and Form. SellerWeb area under sent way to the and second project See B4-2-206, Endependent form.</li> <li>Sellers any utilize an "acceptable equivalent" form in lieu of the Lender Lender Full Review Condo Project Manager" (CPMP).</li> <li>Francine Mae PERS - See B4-2-206, Endeproved Conda Review Endel Ender Full Review Condo Project Eligibility Certification form. Requirements are provided on page 2 of the Lender form.</li> <li>For condos: Additional eligibility restrictions, review requirements, and maximum LIV ratios apply, B4-2.1-01 Project Standards, B4-2.2-04 Geographic-Specific Condo Project Considerations.</li> </ul> </li> <li>Wave of Project Review: Project review requirements, and maximum LIV ratios apply, B4-2.1-01 Project Standards, B4-2.2-04 Geographic-Specific Condo Projects, subject to all of the requirements in B4-2.1-02. Wave</li></ul>

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<b>COVID-19 Related Forbearance</b> 3.1.3.5. Original Terms Unmodified 3/28/2022	<ul> <li>The following applies to any COVID-19 related forbearance. For any forbearance not related to COVID-19 see <i>Credit - Significant Derogatory Credit Events and Other Credit Events.</i> <ul> <li>Additional Due Diligence: In addition to reviewing the credit report, the Seller must apply due diligence for each mortgage loan on which the borrower is obligated (including co-signed and non-subject property transactions) to determine whether the payments are current as of the Note date.</li> <li>General Eligibility Requirement:</li></ul></li></ul>				
	Transaction Type         Requirements           Purchase              • Property securing the loan that was in forbearance must have been sold and the loan in forbearance paid in full as of the Note date.            Rate & Term Refinance              • Document that the subject transaction provides a benefit to the borrower, e.g., lower monthly payment, shorter loan term, elimination of mortgage insurance.            Cash-Out Refinance              • All proceeds from subject transaction must generally be used to pay off consumer debt, lowering the borrower's overall monthly obligations. Pay-off of debt must occur through loan closing and be documented on the Closing Disclosure.				
COVID-19 Requirements 3/28/2022	The loan must be underwritten to the more restrictive of this Program Guide, the DU findings report, or the Fannie Mae COVID-19 requirements. See Lender Agency Interim Guidance – COVID-19. Income:				
Credit - Credit Report, Credit Score and Trade Line Requirements 10.4.2. Credit Report Requirements	<ul> <li>Credit Report: Residential Mortgage Credit Report (RMCR) or traditional tri-merge with applicable credit report supplements is required for all Borrowers.</li> <li>Frozen Credit: Credit reports may not have "frozen credit." If a Borrower unfreezes credit after the initial report is run, then a new 3-file merged credit report must be obtained.</li> <li>Fraud Alert Requirement: All credit reports must include FACT Act messages and at least one repository fraud alert product (i.e. Hawk, FACS+ or SAFESCAN). Alerts must be resolved.</li> <li>Inquiries: Credit reports must list all inquiries made within the previous 90 days and a written explanation for all inquiries within 90 days is required.</li> <li>Credit Scores: Each Borrower, including those with no income used to qualify, must have a valid social security number and generate a traditional credit score from at least two of these repositories: Experian, Equifax, and TransUnion. Foreign credit is not acceptable. See the PRODUCT MATRIX for minimum credit score requirements.</li> <li>Qualifying Score: For each Borrower, qualifying score is the middle of 3 or lower of 2 scores, as applicable. Qualifying score for the loan is the lowest qualifying score of any Borrower.</li> <li>Depth of Credit History, See B3-5.3-01, Number and Age of Accounts</li> </ul>				

<b>Topic</b> Lender Seller Guide Reference (Last Updated)		PORTFOLIO EXPRESS PROGRAM GUIDELINES Revisions since the last publication are in pink font.
	Housing History and Housing Payment History: documented within 59 days of the Closing Date.     Housing History	As of the application date, at least one of the borrowers must have a fully documented, recent, consecutive, 12-months primary housing history. Must be Housing Payment History <ul> <li>Mortgage Payment History:</li> <li>Must be on the credit report, or,</li> </ul>
	Mortgage Credit History*	<ul> <li>Private Party Loans: Documented by cancelled checks, bank statements, or evidence of electronic transfers (VOM alone is not sufficient), or         <ul> <li>Institutional Lender: Documented by cancelled checks, bank statements, or evidence of electronic transfers, or through a statement produced by the lender.</li> </ul> </li> <li>Ratings: Inclusive of all liens regardless of position, and applicable to all mortgages on all financed properties, rating must indicate:         <ul> <li>O X 30 within the past 12 months</li> </ul> </li> <li>See Credit - Significant Derogatory Credit Events and Other Credit Events for additional mortgage-related requirements.</li> </ul>
Credit - Housing Payment History (Mortgage, Rent, or Borrower with Mortgage Payment History Living Rent Free) 3/28/2022	Renting	Rental Payment History:         Credit report rating (if management company rates), or         Management company Verification of Rents (VOR), or         Cancelled checks, or         Bank statements, or         Evidence of electronic transfers.      Ratings:         O X 30 within the past 12 months.
	Living Rent Free	<ul> <li>Living Rent Free includes situations where the borrower may have received a rent holiday, payments have lapsed due to divorce/separation, or other instances where the most recent 12-month housing history is not consecutive or complete</li> <li>At least one of the borrowers must have a fully documented, recent, consecutive, 12-months primary housing history</li> <li>Loans where all borrowers are living rent free and do not have a recent, consecutive, 12-month primary housing history are not eligible</li> </ul>
	Residential Properties Owned Free and Clear	<ul> <li>Provide evidence that the property is free and clear</li> <li>Owned Free and Clear ≥ 12 months: No additional documentation is required.</li> <li>Owned Free and Clear &lt; 12 months: Verify timely payment of mortgages, taxes, insurance, and HOAs, as applicable, for the previous 12 months. When the property has been owned free and clear &lt; 12 months, additional housing history documentation is required to verify a complete a full 12-month history.</li> </ul>
		on all housing rental payments and mortgage trade lines, regardless of occupancy, including first and second mortgage liens, HELOCs, mobile d mortgage credit, even if reported as an installment loan.
Credit - Extenuating Circumstances	<ul> <li>Extenuating circumstances guidelines and flexibilities, derogatory credit, and significant credit events are not permitted. See B3-5.3-08, Extenuating Circumstances for Derogatory Credit and B3-5.3-07, Significant Derogatory Credit Events — Waiting Periods and Re-establishing Credit.</li> </ul>	

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	Significant Derogatory Credit Event	Required Time Elapsed	Comments / Requirements
	Foreclosure	7 years	<ul> <li>Measured from completion date of the foreclosure action to application date.</li> <li>Exceptions for extenuating circumstances are not permitted.</li> </ul>
	Short Sale, Deed-in-Lieu, or Pre- Foreclosure sale	4 years	<ul> <li>Measured from completion date of the deed-in-lieu of foreclosure, pre-foreclosure sale, or charge-off as reported on the credit report or other documents provided by the borrower to application date.</li> <li>Exceptions for extenuating circumstances are not permitted.</li> </ul>
	Loan Modification	4 years	Measured from the date of the Loan Modification Agreement to the application date.
	Mortgage Included in Bankruptcy	See Comment	<ul> <li>If documentation provided verifies that the mortgage loan in question was discharged in the bankruptcy, apply the bankruptcy waiting period. Otherwise, the greater of the applicable bankruptcy or foreclosure waiting period must be applied.</li> </ul>
	Bankruptcy - Chapter 7 or 11	4 years	Measured from discharge or dismissal to the Note Date.
		2 years	If discharged, measured from discharge date to Note Date
	Bankruptcy - Chapter 13	4 years	If dismissed, measured from dismissal date to Note Date.
Credit - Significant Derogatory Credit	Multiple Significant Derogatory Credit Events	See Comment	<ul> <li>Borrowers with multiple Significant Derogatory Credit Events are not eligible under this program.</li> <li>Two or more borrowers with individual bankruptcies are not cumulative, and do not constitute multiple bankruptcies. For example, if the borrower has one bankruptcy and the co-borrower has one bankruptcy this is not considered a multiple bankruptcy.</li> </ul>
Events and Other Credit Events		lefined as: Payment historie	ting time requirements apply to all Borrowers for all properties owned or previously owned, whether the Borrower(s) owned the property es on all mortgage trade lines, regardless of occupancy, including first and subordinate mortgage liens, HELOCs, mobile homes, and
	Other Credit Events		Requirements
	Past Due Accounts Judgments, Garnishments, Liens and Potential Liens	<ul> <li>property must be paid</li> <li>Deli</li> <li>Verification of sufficie</li> <li>Documentation of the</li> <li>No payment plans or</li> <li>Cash-out proceeds fro</li> <li>See B3-5.3-09, DU Credit Re</li> </ul>	obligations that have the potential to affect the subject Mortgage Loan's lien position or diminish Borrower's equity in the subject d off at or before closing including, without limitation: inquent taxes (including State or Federal income taxes), delinquent property taxes, tax liens, judgments, garnishments and chanics' or materialmen's liens ent funds to satisfy these obligations must be documented. e pay-off or satisfaction must be provided. subordination is allowed. om the subject transaction may not be used to pay off delinquent credit obligations. eport
	Aggregate Charge-Offs and Collection Accounts	• Per FNMA. See B3-5.	3-09, DU Credit Report Analysis
	Tax Payment Plans	Tax repayment plans must	be paid off prior to or at closing.
Credit – 30-Day Accounts	For open 30-day charge accounts that do not reflect a monthly payment on the credit report, or 30-day accounts that reflect a monthly payment that is identical to the account balance, lenders must verify borrower funds to cover the account balance. See <i>B3-6-07, Debts Paid Off At or Prior to Closing.</i>		
Current Residence Pending Sale or Conversion	<ul> <li>Pending Sale of Current Primary Residence, Conversion of Primary Residence to Second Home, Conversion of Primary Residence to Investment Property:</li> <li>Pending Sale of Current Primary Residence, see B3-6-06, Qualifying Impact of Other Real Estate Owned</li> <li>Conversion of Primary Residence to Second Home, see B3-6-06, Qualifying Impact of Other Real Estate Owned</li> <li>Conversion of Primary Residence to Investment Property, see B3-3-5-02, Income from Rental Property in DU</li> </ul>		
Debt-to-Income Ratio	<ul> <li>For DTI calculation, follow Fannie Mae requirements, B3-6, Liability Assessment.</li> <li>Calculating Monthly Real Estate Taxes: See Fannie Mae Selling Guide, B3-6-03, Monthly Housing Expense for the Subject Property.</li> <li>For maximum DTI, see the Product Matrix</li> <li>DU will analyze the risk factors for ALL borrowers on the loan regardless of occupancy, including income, assets, liabilities and credit, B2-2-04, Guarantors, Co-Signers, or Non-Occupant Borrowers.</li> <li>See Subordinate Financing for HELOC payment calculation requirements.</li> </ul>		
<b>Deed Restrictions</b> 10.9. Resale Deed Restrictions	<ul> <li>Mortgage Loans subject to resale deed restrictions are not eligible, other than an acceptable age-related resale restriction meeting Fannie Mae guidelines, <i>B5-5.2-02, Loans with Resale Restrictions: Loan and Borrower Eligibility.</i> <ul> <li>Eligible occupancy and property types for loans with age-related resale restrictions (typically for one occupant to be age 55 or older) are as follows:                 <ul> <li>1- to 2-unit principal residences, including condos and PUDs</li> <li>1- to 2-unit investment properties.</li> </ul> </li> </ul> </li> </ul>		

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Disaster Re-Inspection Requirements 10.10. Disaster Policy 12/6/2021	<ul> <li>Properties affected by a disaster must meet Fannie Mae requirements in Selling Guide B2-3-05, Properties Affected by a Disaster and the following Lender requirements:         <ul> <li>Lender requires re-inspections for properties in presidentially declared disaster areas eligible for individual assistance, and/or as announced by Lender.</li> <li>For loans within this program, the Property Inspection Date must be after the declared Incident Period End Date.</li> <li>See Seller Guide 10.10, Disaster Policy for additional details</li> </ul> </li> <li>Also see Appraisal, Property Valuation and Age of Loan.</li> </ul>		
<b>Electronic Signatures</b> 6.12.2. Electronic Delivery and Electronic Signature	<ul> <li>eSignatures</li> <li>The following Mortgage Loan documents may not contain eSignatures:         <ul> <li>Note and Riders to the Note</li> <li>Security Instrument</li> <li>Rider(s) to the Security Instrument</li> <li>Power of Attorney</li> </ul> </li> <li>The Seller's process and technology must be in full compliance with the ESIGN Act.</li> <li>Loans with electronic signatures must meet the requirements of all applicable state and Federal law, as well as Fannie Mae requirements, <i>A2-5.1-03, Electronic Records, Signature, and Transactions.</i></li> <li>The "electronic signature consent agreements" referenced by Fannie Mae must be included in the loan file.</li> <li>See Seller Guide Section 6.12. Electronic Delivery and Electronic Signature.</li> <li>Remote Notarizations</li> <li>Transactions utilizing remote ("webcam") notarization are not eligible for purchase. See Seller Guide Section 6.12.7. Remote Notarization.</li> </ul>		
Eligibility Review Option	Eligibility Reviews are not offered in this program.		
Employment, Income and VVOE	<ul> <li>Borrower employment, income sources used to qualify and income calculations must meet Fannie Mae requirements, <i>B3-3.1-01 - 05</i>. Generally:         <ul> <li>Employment documentation: Follow the DU* Findings report and Fannie Mae Selling Guide requirements, <i>B3-3.1-02 Standards for Employment Documentation</i>.</li> <li>DU Validation Service: For income and employment verified utilizing the DU Validation Service, see AUS and Underwriting Method in this program guide.</li> <li>Rental Income: See <i>B3-3.1-08</i>, <i>Rental Income</i> and <i>B3-3.5-02</i>, <i>Income from Rental Property in DU</i>.</li> <li>Other Income: For "other" sources of income follow Fannie Mae requirements, <i>B3-3.1-09</i>, <i>Other Sources of Income</i> and <i>B3-3.5-20</i>, <i>Income from Rental Property in DU</i>.</li> <li>WOE*: A Verbal Verification of Employment (VVOE) for each borrower using employment or self-employment income must meet the Fannie Mae requirements, <i>Selling Guide B3-3.1-07</i>, <i>VVOE</i>.</li> <li>Hourly, Salary, and Commission Income (Non-Military) – Per Fannie Mae</li> <li>Military Personnel – Per Fannie Mae</li> <li>Self-Employed Income – See Lender <i>Agency Interim Guidance – COVID-19</i> for additional requirements</li> <li>*DU Validation Service: When employment is validated by DU, the validation satisfies the requirement for verbal verification of employment described in <i>B3-3.1-07</i>, <i>VVOE</i>. Also, see AUS and Underwriting Method DU Validation Service in this program guide.</li> </ul> </li> <li>Employment Offers and Contracts: The borrower's paystub from the new employment must be in the loan file at the time of loan delivery to Lender.</li> <li>Employment-Related Assets as Qualifying Income – Must meet Fannie Mae requirements as set forth in <i>B3-3.1-09</i>, <i>Other Sources of Income</i>: generally maximum LTV is 70%.</li> <li>DU will analyze the risk factors for all borrowers on the loan regardless of occuparay, including inc</li></ul>		
Escrow Holdbacks 5.19.17.4. Escrow for Postponed Improvements or Repairs	<ul> <li>Loans that are pending escrow holdbacks (i.e., not fully disbursed) for improvements or repairs that are not yet complete are not eligible for purchase by Lender.</li> <li>Prior to purchase by Lender, escrowed completion funds must have been fully disbursed and work completed as evidenced by an acceptably completed <i>Form 442/1004D</i>, <i>Appraisal Update and/or Completion Report</i>.</li> </ul>		
<b>Escrow/Impounds</b> 5.19.16. Escrow/Impound Accounts	<ul> <li>Escrow/impound accounts are required for all loans &gt; 80% LTV except as prohibited or required by Applicable Law in certain states.</li> <li>Flood Insurance: Flood insurance must be escrowed if the loan is secured by a primary residence or second home located in a mandatory flood zone, regardless of whether any other funds are escrowed unless premiums are paid by a condominium association, homeowners association or other applicable group as a common expense, (June 22, 2015, Biggert Waters Joint Final Rule).         <ul> <li>This requirement applies irrespective of property state and/or Seller entity type.</li> </ul> </li> <li>Loans must additionally comply with Fannie Mae requirements, <i>B2-1.4-04, Escrow Accounts</i>.</li> <li>Monthly Real Estate Tax Payment: An escrow/impound account established for payment of real estate taxes must not be less than the lender's calculation of real estate taxes for borrower qualification, <i>B3-6-03, Monthly Housing Expense</i>. Also see Debt-to-Income Ratios (DTI) for calculating monthly real estate taxes.</li> <li>HPML loans must meet HPML Escrow requirements. See Compliance.</li> </ul>		
Fraud Detection Tools	• The Seller must provide evidence in the loan file that they have ordered a third-party fraud detection report and have resolved any red flags, discrepancies, and conflicting information.		

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Identity of Interest and Non-Arm's Length Transactions 10.4.4.2. Requirements for Identity of Interest and Non-Arm's Length Transactions	<ul> <li>Loans for transactions with identity of interest or non-arm's length characteristics are not eligible for sale to Lender under this Program. Examples of these types of transactions (not a complete list) include:         <ul> <li>Sales of properties between family members</li> <li>Sales of properties between business associates</li> <li>Sales involving a business entity and an individual who is an officer or principal in that business</li> <li>Sales involving the builder/developer of subject property and an employee or affiliate of the builder/developer</li> <li>Transactions involving an assignment of the sales contract.</li> </ul> </li> <li>See the requirements in <i>Seller Guide Section 10.4, Identity of Interest.</i></li> </ul>	
Interested Party Contributions and Lender Contributions 10/4/2021	<ul> <li>Interested party contributions (IPCs), are financing and sales concessions. IPCs may be applied toward the borrower's closing costs and prepaid items, <i>B3-4.1-02</i>, <i>B3-4.1-03</i>, <i>Interested Party Contributions (IPCs)</i>. The following are not eligible:         <ul> <li>Loans with undisclosed interested party contributions, and</li> <li>Loans with Payment Abatements.</li> </ul> </li> <li>Maximum IPC: Generally, for principal residence or second homes 75-01-85 LTV = 6%, ≤ 75% = 9%. Investment property for all CLTV's = 2%, <i>B3-4.1-02 - 03</i>.</li> <li>Lender Contributions: Lenders may contribute to borrower-paid closing costs and prepaid fees as follows, <i>B3-4.3-06</i>, <i>Donations from Entities</i>:         <ul> <li>The lender credit is derived from premium pricing (borrower has selected a higher interest rate in exchange for a lender credit), <i>B2-1.5-02</i>, <i>Mortgage Loan Eligibility, Premium Pricing</i>.</li> <li>(The amount of) a lender credit derived from premium pricing is not considered to be an IPC even if the lender is an interested party to the transaction, <i>B2-1.5-02</i>.</li> <li>However, when the lender is an interested party to a purchase transaction, any amount of a lender contribution <i>not</i> derived from premium pricing, is considered to be an IPC (<i>SEL-2018-03</i>).</li> <li>The lender credit is sourced directly from lender funds with no expectation for repayment or financial obligation apart from the subject mortgage.</li> <li>Funds passed to the lender from a third party, for the purpose of providing a lender credit, are not eligible as a lender contribution.</li> <li>The lender credit required to be returned to the borrower's down payment or reserves and should not exceed the amount needed to offset the borrower's closing costs and prepaid items, <i>B2-1.5-02</i>.</li> <li>Any excess lender credit required to the borrower in accordance with applicable regulatory requirements is consi</li></ul></li></ul>	
Leasehold and Life Estates 10.8 Leasehold Estates	<ul> <li>The following are not eligible:         <ul> <li>Properties secured by leasehold estates,</li> <li>Life estates,</li> <li>Loans secured by properties located on Indian (Native American) tribal land or Indian Trust Land or Restricted Land, and/or properties for which Borrower has a leasehold interest in same.</li> </ul> </li> </ul>	
Loan Purpose - Ineligible Transactions	<ul> <li>Ineligible transactions include:         <ul> <li>Loans to finance the initial construction of a dwelling, one-time-close construction-to-permanent loans, or construction loan modifications.</li> <li>Primary residences in Texas subject to Texas Section 50(a)(6) or Texas Section (f)(2).</li></ul></li></ul>	
Loan Purpose - Purchase Transactions	<ul> <li>Use of Proceeds:         <ul> <li>Proceeds from the purchase money mortgage transaction must be used to finance the acquisition of the subject property, or</li> <li>To pay off the outstanding balance of a land contract or contract for deed.</li> <li>Transaction proceeds may not be used to give the applicant cash back other than an amount representing reimbursement for the applicant's overpayment of fees and/or a legitimate pro-rated insurance premiums and real estate tax credit in locales where real estate taxes are paid in arrears, if any.</li> <li>The settlement statement must clearly indicate the refund, and the loan file must include documentation to support the amount and reason for the refund.</li> </ul> </li> </ul>	

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Loan Purpose - Refinance Transactions (Also see the "Rate and Term" and Cash- Out" sections below.) 3/28/2022	<ul> <li>All refinance transactions must meet the requirements in <i>Loan Purpose – Ineligible Transactions</i> above.</li> <li>Used draTine of Application: Properties currently listed for sale (at the time of application) are not eligible for refinance transactions.</li> <li>Used utinis &amp; months: Properties itsed for sale by the Borrower within six (b) months of the application date.</li> <li>Casho use frame:</li> <li>Casho use frame:</li> <li>IntVICITY 2015: The plating must have expired or been withdrawn prior to the application date.</li> <li>Casho use frame:</li> <li>IntVICITY 2015: The plating must have expired or been withdrawn prior to the application date.</li> <li>IntVICITY 2015: The plating table to be solved or been withdrawn prior to the application date.</li> <li>IntVICITY 2015: The plating table to be solved or been withdrawn prior to the application date.</li> <li>Property is not publicly offered or for sale by the owner.</li> <li>Date the listing was withdrawn or expired.</li> <li>Continuity of Obligation Requirements: All refinance transactions must meet the following Continuity of Obligation Requirements:</li> <li>At least one Borrower on the refinance montage was a Borrower on the mortgage being refinanced: or</li> <li>At least one Borrower on the refinance mortgage held the to be ubject property for the most recent 12-month period prior to the application date. In addition, for Primary Residence transaction, and the following continuity abbeing financed; or</li> <li>At least one Borrower on the refinance mortgage limetriced or was legally awarded the subject property, e.g., in the case of divorce, separation, or dissolution of a domestic partnership, or</li> <li>At least one Borrower on the refinance mortgage limetriced or was legally awarded the subject property, e.g., in the case of divorce, separation, or dissolution of a domestic partnership, or</li> <li>At least one Borrower on the refinance mortgage limetriced or was l</li></ul>		
Loan Purpose - Rate and Term Refinance Transactions 3/28/2022	<ul> <li>All Rate and Term Refinance transactions must meet Fannie Mae requirements, <i>B2-1.3-02, Limited Cash-Out</i> except as modified by the following parameters:         <ul> <li>Cash back limit is the lessor of 2% of the loan amount or \$2,000</li> <li>HELOCs: A HELOC may be paid off in full and still considered a rate and term transaction provided the HELOC has no draws in excess of \$2,000 within 12 months prior to the new loan.</li> <li>Benefit to the borrower must be documented.</li> </ul> </li> <li>Ineligible Transactions:         <ul> <li>The refinance Mortgage is considered to be a Cash-Out Refinance where &lt; 6 months has lapsed from the original Note Date to the application date.</li> <li>The refinance Mortgage is considered to be a Cash-Out Refinance if the mortgage being refinanced was a Cash-Out Refinance within the last 6 months, measured from Note Date to the Application Date.</li> </ul></li></ul>		

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Loan Purpose - Cash-Out Refinance Transactions 3/28/2022	<ul> <li>All Cash-Out Refinance transactions must meet Fannie Mae requirements, <i>B2-1.3-03, Cash-Out</i> except as modified by the following parameters:         <ul> <li>Maximum cash-out allowed is \$500,000. This includes the payoff of consumer debt and certain subordinate debt and is not limited to "cash-In-hand." This limit is valid for all product-types, occupancies and property-types.</li> </ul> </li> <li>Seasoning Requirements:         <ul> <li>Minimum 12 months ownership seasoning to use appraised value to determine LTV/CLTV.</li> <li>If the ownership seasoning is less than 12 months, the lower of the purchase price or the appraised value will be used to determine LTV/CLTV.</li> <li>The purchase price must be documented.</li> <li>See Loan Purpose - Delayed Financing Exception</li> </ul> </li> <li>All Borrowers must have held title to subject property for a minimum of 6 months. This includes where borrowers held title individually, as an eligible Inter Vivos Revocable "Living" trust, or an LLC. As of the application date, the borrower(s) must be a member of the LLC or beneficiary of the trust. See Product Matrix for additional LTV/CLTV restrictions for Cash-Out refinance transactions.</li> <li>The refinance Mortgage is considered to be a Cash-Out Refinance if cash back exceeds the lessor of 2% of the loan amount or \$2,000.</li> <li>The refinance Mortgage is considered to be a Cash-Out Refinance if the mortgage being refinanced was a Cash-Out Refinance and within the last 6 months, measured from Disbursement Note Date to the Application Date.</li> <li>Paying off a HELOC where borrower has drawn more than \$2,000 in the last 12 months.</li> </ul>	
Loan Purpose - Delayed Financing Exception	<ul> <li>Delayed Financing Exception must meet Fannie Mae requirements in <i>B2-1.2-03, Cash-Out</i>.         <ul> <li>In summary, Fannie Mae requires that Borrowers who purchased the subject property within the past six months (measured from the date on which the property was purchased to the disbursement date of the new mortgage loan) are eligible for a cash-out refinance if <i>all</i> of the requirements of <i>B2-1.2-03, Cash-Out Delayed Financing Requirements</i> are met.</li> <li>The new loan transaction is considered a Cash-Out Refinance.</li> <li>Fannie Mae requires that all delayed financing transactions must be arm's-length, irrespective of occupancy type, <i>B2-1.3-01, Purchase Transactions</i>.</li> </ul> </li> <li>Also, see Assets - Reserves</li> </ul>	
Multiple Financed Properties for the Same Borrower 10/4/2021	<ul> <li>The maximum number of financed residential, 1-4 unit properties, including the subject property, is determined by the occupancy type of the subject transaction:         <ul> <li>Primary Residence: No maximum</li> <li>Second Home or Investment Property: A maximum of 10 financed properties, cumulative for all borrowers</li> </ul> </li> <li>Calculation of financed properties includes:         <ul> <li>All financed residential, 1-4 unit properties, including the subject property, where the borrower is obligated on the mortgage loan.</li> <li>Residential, 1-4 unit properties owed in the name of an LLC or partnership where the borrower has an ownership interest ≥ 25%.</li> <li>These limitations apply only to the total number of all financed properties, not to the number of mortgages on the property.</li> <li>Jointly financed properties does not include:             <ul> <li>Commercial properties does not include:</li> <li>Commercial properties, vacant land, timeshares, 5+ unit multi-family properties, or manufactured homes or leasehold estates not titled as real property.</li> <li>Residential, 1-4 unit properties owed in the name of an LLC or partnership where the borrower has an ownership interest &lt; 25%.</li> </ul> </li> </ul></li></ul>	
Occupancy Types	• See B2-1.1-01, Occupancy Types	
<b>Power of Attorney</b> 6.10. Power of Attorney	<ul> <li>In certain situations, a specific, special, military, or limited Power of Attorney (POA) may be acceptable.</li> <li>Use of Power of Attorneys is not allowed for transactions with any of the following characteristics (not all characteristics may be applicable to this program): cash-out refinance; non-owner occupied (investment) properties; title taken as trust; identity of interest or non-arm's length transactions; non-occupant Borrowers.</li> <li>The Settlement Agent must not act as the attorney-in-fact or sign documents on behalf of any party to the transaction.</li> <li>See <i>Seller Guide Section 6.10. Power of Attorney</i> for complete Lender requirements.</li> </ul>	

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Properties must meet Fannie Mae requirements, <i>B2</i> -3-0, <i>General Property Eligibility, B2</i> -3-04, <i>Special Property Gability, B2</i> -3-04, <i>Special Pr</i>		
<ul> <li>Purchase Transactions:         <ul> <li>If the Purchase Contract has been assigned, the loan is not eligible for sale to Lender.</li> </ul> </li> <li>Prior sale within 180 days:         <ul> <li>The loan is eligible for sale to Lender only if: 1. Relocation Agency 2. Foreclosure or Deed in Lieu, or 3. Obtained through inheritance or divorce.</li> <li>The 180-day period is measured from closing date of the previous transaction to purchase contract date for the new transaction.</li> <li>Identity of Interest (Non-Arm's Length) transactions are not eligible.</li> </ul> </li> </ul>		

<b>Topic</b> Lender Seller Guide Reference (Last Updated)	PORTFOLIO EXPRESS PROGRAM GUIDELINES Revisions since the last publication are in pink font.	
Subordinate Financing 10.4.7. Subordinate Financing	<ul> <li>Subordinate financing must meet Fannie Mae requirements <i>B2-1.2, LTV, CLTV, HCLTV and Subordinate Financing</i>, and the following requirements:         <ul> <li>A copy of the second lien Note is required for all new and re-subordinating second liens.</li> <li>In all cases, the title policy must ensure that the new first is clearly insured in first lien position.</li> <li>For new subordinate liens a certified copy of the security instrument indicating that it is recording subordinate to the new first lien must be in the Loan file.</li> <li>For re-subordinating seconds, a copy of the executed subordination agreement (or equivalent, as designated by applicable state law) must be delivered with the Mortgage Loan file.</li> <li>Secondary financing must have Fannie Mae eligible terms and characteristics.</li> <li>No lien on subject property may be a sovereign instrumentality (e.g. secured loans provided by tribal governments).</li> </ul> </li> <li>HELOCs: Follow Fannie Mae guidelines for calculating CLTV, HCLTV, <i>B2-1.2-03, Home Equity Combined Loan-to-Value (HCLTV) Ratios</i>:         <ul> <li>The entire credit line limit based on the Note must be used to calculate the HCLTV.</li> <li>If a credit line is reduced without a permanent modification of the original Note, then the entire original line limit must be used to calculate the HCLTV.</li> </ul> </li> <li>HELOC Payment Calculation: To calculate the qualifying payment of a subordinate HELOC, follow <i>B3-6, Liability Assessment</i> <ul> <li>If the HELOC does not report a balance, then there is no recurring monthly debt obligation so the lender does not need to develop an equivalent payment amount based on the line amount or otherwise.</li> </ul> </li> </ul>	
<b>State and Geographic Restrictions</b> 5.1.1. Quick Reference Guide	<ul> <li>Sellers must be licensed in accordance with Applicable Law and approved by Lender for the state where the subject property is located.</li> <li>Properties in the continental US, Alaska and Hawaii are eligible, except that Lender does not purchase mortgage loans secured by:         <ul> <li>Properties in the state of New York</li> <li>Multiple (2-4) unit properties in the state of New Jersey</li> <li>Properties located in any US Territories or US possessions.</li> </ul> </li> <li>Texas Refinance: Texas (a)(6) or Texas section (f)(2) transactions are not eligible in this program.</li> <li>For all Texas refinance transactions, a copy of the previous Note or security instrument is required to document that the loan being refinanced was not a Texas (a)(6) transaction.</li> <li>Properties in Hawaii lava zones 1 and 2 are not eligible.</li> <li>Loans secured by properties located on Indian (Native American) tribal land or Indian Trust Land or Restricted Land, and/or properties for which Borrower has a leasehold interest in the same, are not eligible. See Property Eligibility.</li> </ul>	
<b>Tax Transcripts</b> 10.5.6. Tax Return Transcripts	<ul> <li>A signed 4506-C (or an alternate form acceptable to the IRS that authorizes the release of tax transcripts) is required for each borrower whose income (regardless of income source) is used to qualify including for those borrowers whose income is validated by the DU validation service.</li> <li>Tax or W-2 transcripts are required for all borrowers for the income type used to qualify.</li> <li>If most recent year's tax transcript for the income used to qualify is not available for a borrower who has filed taxes, the income may be verified by one of the following:         <ul> <li>Officially stamped return by the IRS, or</li> <li>Evidence that the return was electronically received (must reflect refund or amount owed to IRS).</li> </ul> </li> <li>In all cases, evidence of a refund check or payment made must be supplied.</li> <li>Tax Extensions:         <ul> <li>Tax extensions are permitted until October 15<sup>th</sup>.</li> <li>Evidence of tax returns by April 15<sup>th</sup>, the following must be provided on or prior to June 30<sup>th</sup>:</li> <li>Evidence of tax extension (IRS Form 4868) or evidence of extension filing</li> <li>Proof of payment for tax liability (if applicable) or the amount of the tax liability due can be subtracted from the borrower's liquid assets (if proof of payment is not supplied).</li> <li>The borrower will need to meet the required assets for down payment, closing costs and reserves after the taxes due are subtracted from the borrower's liquid assets.</li> <li>After October 15th proof of tax payment is required.</li> <li>After June 30th, in addition to the requirements above, an IRS Form 4506-T transcript confirming "No Record Found" for the tax returns on extension must be supplied.</li> </ul> </li> </ul>	
Title Policy	Title insurance must ensure that Lender Mortgage Company, LLC will be in first lien position and must be in an amount and form acceptable to Fannie Mae, B2-1.5-03, Legal Requirements.	
Transfers and Assignments MERS and Intervening Assignments 6.9. MERS	<ul> <li>Loans must be registered MERS® at time of delivery and a MERS TOB and TOS initiated by the Seller to Lender within two calendar days of loan purchase.</li> <li>Loans with intervening assignments require prior approval by Lender. See Seller Guide Section 5.4.7, Intervening Assignments.</li> </ul>	
<b>Trusts</b> 10.6. Trust Eligibility	<ul> <li>Trusts must meet the requirements in Fannie Mae Selling Guide B2-2-05, Inter Vivos Revocable Trusts. Fannie Mae allows Inter Vivos "Living" trusts only.</li> <li>Documents for loans where title is taken in a trust cannot be signed with a Power of Attorney.</li> <li>Also, see Leasehold Estates.</li> </ul>	