



Direct Mortgage
Wholesale™

Program Guidelines

6219 Program Guideline

Good Neighbor
Next Door

6219

Good Neighbor Next Door Mortgages

The Good Neighbor Sales program allows eligible full-time law enforcement officers, teachers, and firefighters/emergency responders to participate. This page describes GNND participant responsibilities according to program regulations. Law enforcement officers, pre-Kindergarten through 12th grade teachers and firefighters/emergency medical technicians can contribute to community revitalization while becoming homeowners through HUD's Good Neighbor Next Door Sales Program. HUD offers a substantial incentive in the form of a discount of 50% from the list price of the home. In return you must commit to live in the property for 36 months as your sole residence.

How the Program Works	<ul style="list-style-type: none"> Eligible Single Family homes located in <u>revitalization areas</u> are listed exclusively for sales through the Good Neighbor Next Door Sales program. Properties are available for purchase through the program for five days.
How to Participate in Good Neighbor Next Door	<ul style="list-style-type: none"> Check the <u>listings for your state</u>. Follow the instructions to submit your interest in purchasing a specific home. If more than one person submits on a single home a selection will be made by random lottery. You must meet the <u>requirements</u> for a law enforcement officer, teacher, firefighter or emergency medical technician and comply with HUD's regulations for the program. HUD requires that you sign a <u>second mortgage and note</u> for the discount amount. No interest or payments are required on this "silent second" provided that you fulfill the <u>three-year occupancy requirement</u>. The number of properties available is limited and the list of available properties changes weekly. To learn more, please see our Good Neighbor Sales <u>Frequently Asked Questions</u>.
Annual Certifications	<ul style="list-style-type: none"> When participants purchase properties under the GNND program they agree to own and live in the property for a three-year period as their sole residence. Participants are required to certify every year that they are living in the property. The annual certification is mailed to participants, ready for signature, around the anniversary of the purchase. <ul style="list-style-type: none"> Participants should sign, date, and return the form to the address specified in the letter. If they fail to return the first letter, a follow-up letter is sent one month later. If participants fail to return at least one annual certification per year, NSC refers the case for investigation. An investigator will then make an on-site visit to verify the occupancy of the property. Further, the investigator will ask the participant to sign the annual certification in their presence. In the event that investigation fails to verify occupancy, the participant will be turned over to the Office of Inspector General for further investigation and possible prosecution. To avoid noncompliance, complete and return the annual certification forms promptly and honestly. Falsifying information on this certification is a felony. HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 USC 1001, 1010, 1012 3559, 3571; 31 USC 3729, 3802).
Military Duty	<ul style="list-style-type: none"> Participants who are called to active military duty are provided clemency in regards to the owner occupancy requirements of the program for the timeframe that they are on active duty. Participants on active military duty are not required to occupy the property and are allowed to rent the property (only while on active duty) if necessary to minimize potential vandalism. However, the NSC needs to be aware of those

	<p>participants who are on active military duty and are not occupying their property.</p> <ul style="list-style-type: none"> Participants must notify the NSC according to the Military Duty Instructions. Print out the information and instructions and comply with the instructions so that you will not be referred for investigation during your military duty.
Subordinations	<ul style="list-style-type: none"> When participants close on their home, they sign a note and a mortgage. The mortgage is filed right after the first (primary) mortgage, making it a second mortgage. When participants pay off their first mortgage (usually done by refinancing), HUD's mortgage moves into first position. If a participant is attempting to refinance their first mortgage, the lender will want its new loan to be in first position. In order to accomplish this, HUD must be willing to subordinate its position to the new first mortgage. HUD has certain rules and procedures regarding subordinating. The rules are that HUD will consent to refinancing <ol style="list-style-type: none"> For the purpose of obtaining an FHA 203(k) rehabilitation loan or For the purpose of obtaining a lower mortgage interest rate or change in the term of the loan and To prevent the participant from defaulting on the first mortgage. The 203(k) loan is a rehabilitation loan in which necessary property improvements are financed into a new loan. The closing (or title) agent handling the closing of the new loan should handle the paperwork and details to obtain the HUD subordination. Participants can refer the closing company to this page or they can print the Subordination Information sheet and take it to the closing company. Read the linked information then mail or fax the subordination request to our servicing contractor, C&L Service Corp./Morris-Griffin Corp., according those instructions.
Pay Offs	<ul style="list-style-type: none"> If a participant needs to dispose of the property before expiration of the three year occupancy period (for job relocation, family composition changes, or refinance), NSC's contractor, C&L Service Corp./Morris-Griffin Corp., processes those payoffs. Fax the request for the payoff with the following information: participant's name, full property address, estimated closing date, company requesting the payoff, company address, company telephone number, return fax number, and signed permission of the participant to collect the data. All of this information may be mailed or faxed to C&L Service Corp./Morris-Griffin Corp. Payoff requests are usually processed and faxed out within 2 business days of receipt.
Releases	<ul style="list-style-type: none"> At the end of the required three-year occupancy period, HUD's second mortgage will be released provided <ol style="list-style-type: none"> the participant has completed and returned the required annual certifications, is not currently under investigation by the Office of Inspector General, and is in compliance with all GNND regulations. A mortgage satisfaction will be filed with the participant's local county recorder's office. After the release is filed, a copy will be mailed to the property address. Thereafter, HUD's second mortgage will not show up on the title to your property. After release, there is no further obligation to or restrictions imposed by the Department of Housing and Urban Development. Releases are mailed to the county recorder for filing no later than thirty days after the end of the required occupancy period. However, some counties have a filing backlog, over which HUD has no control.
Calculating the Discounted Sales Price	<ul style="list-style-type: none"> Nonprofit purchasers, law enforcement officers, and teachers participating in the Officer Next Door and Teacher Next Door programs are entitled to a discount against the sales price at settlement. The percentage discount to be applied will be specified on Line 8 of the sales contract. However, this discount will be

	<p>reduced by the amount of any closing costs that the buyer requests HUD to pay (as specified on Line 5 of the Sales Contract) and any real estate commission that the borrower asks HUD to pay (as specified on Line 6a of the REO sales contract).</p> <ul style="list-style-type: none"> • For the purposes of mortgage calculation, the sales price should be calculated according to the following formula: <ul style="list-style-type: none"> - Contract Sales Price (from Line 3 of REO Sales Contract) - Discount (from Line 8 of REO Sales Contract) + HUD-Paid Closing Costs (from Line 5 of REO Sales Contract) + HUD-Paid Sales Commission (from Line 6a of REO Sales Contract) = Discounted Sales Price <p>For example:</p> <table border="0"> <tr> <td>Contract Sales Price</td> <td style="text-align: right;">\$100,000</td> </tr> <tr> <td>- 50% Discount</td> <td style="text-align: right;">- 50,000</td> </tr> <tr> <td>=</td> <td style="text-align: right;"><u>\$ 50,000</u></td> </tr> <tr> <td>+ Sales Commission</td> <td style="text-align: right;">+ 5,000</td> </tr> <tr> <td>+ HUD-paid closing costs</td> <td style="text-align: right;"><u>+ 3,000</u></td> </tr> <tr> <td>= Discounted Sales Price for Mortgage Calculation Purposes</td> <td style="text-align: right;">\$ 58,000</td> </tr> </table> • If the purchaser is not requesting that HUD pay a sales commission or closing costs of course, the discounted price will be the contract sales price minus the amount of the discount. This calculation should also be undertaken when calculating the acquisition cost for Section 203(k) applications. 	Contract Sales Price	\$100,000	- 50% Discount	- 50,000	=	<u>\$ 50,000</u>	+ Sales Commission	+ 5,000	+ HUD-paid closing costs	<u>+ 3,000</u>	= Discounted Sales Price for Mortgage Calculation Purposes	\$ 58,000
Contract Sales Price	\$100,000												
- 50% Discount	- 50,000												
=	<u>\$ 50,000</u>												
+ Sales Commission	+ 5,000												
+ HUD-paid closing costs	<u>+ 3,000</u>												
= Discounted Sales Price for Mortgage Calculation Purposes	\$ 58,000												
<p>Calculating Mortgage Amount for Officer Next Door and Teacher Next Door Program</p>	<ul style="list-style-type: none"> • The Officer Next Door and Teacher Next Door programs are specifically designed to provide a unique opportunity for law enforcement officers and teachers to purchase and occupy REO properties with a minimum cash contribution of \$100.00. In order to accomplish this, these borrowers must be able to finance in their FHA-insured mortgages <u>all</u> closing costs and pre-paid expenses. • While nonprofit purchasers may be entitled to a discount on the sales price, they are not permitted to finance closing and financing costs in the mortgage. Aside from using the discounted sales price, applications for nonprofit purchasers shall be processed exactly like those for other owner-occupant borrowers, using Form HUD-92900-PUR (10/98) in accordance with the instructions in Mortgagee Letter 98-29. <u>Only</u> law enforcement officers and teachers participating in the Officer Next Door and Teacher Next Door programs may include closing and financing costs in the mortgage, and qualify with a cash investment of only \$100.00. • The credit and underwriting standards for officers and teachers are no different than those for other owner-occupant purchasers. Where there is a co-borrower, whether a spouse, another relative or an unrelated person, and whether that co-borrower will be occupying or not, the same standards apply. • The officer or teacher must be the borrower and must qualify for the mortgage. It is not acceptable for a spouse or other parties to qualify for the mortgage in their name or names only. 												



Direct Mortgage
Wholesale™

Program Guidelines

DMC FHA Guide

FHA Fixed Rate/ARM

General Description:

FHA Fixed Rate principal and interest level payments for the life of the loan.

Follow published FHA guidelines if item not addressed below.

Lenders are responsible for complying with all applicable FHA/HUD regulations as further modified by the guidelines within this product description.

APPRAISAL	<p>Appraisal Forms</p> <ul style="list-style-type: none"> • 1 unit residence requires Form 1004. • 2-4 unit residence requires Form 1025. • Condo requires Form 1073. • All appraisals of 1-4 unit properties dated on/after April 1, 2009 must contain the Market Conditions Addendum to the Appraisal Report (Form 1004MC). <p>Appraiser Requirements (See ML 2008-39 and ML 2009-36)</p> <ul style="list-style-type: none"> • All FHA appraisals must be assigned to state certified (certified residential or certified general) FHA Roster Appraisers effective October 1, 2009. • It is the responsibility of the submitting lender to verify the state certified status of the appraiser at the time of appraisal assignment. • The appraiser status may be verified within FHA Connection under Single Family FHA/Single Family Origination/FHA Approval Lists/Appraisers. • FHA Appraisals assigned to a non-certified appraiser on or after October 1, 2009 are unacceptable, and a second FHA appraisal must be completed by a state certified appraiser at the submitting broker's/lender's expense. • Non-Permitted additions are not allowed. <p>Transferred Appraisals</p> <ul style="list-style-type: none"> • DMC will accept FHA appraisals ordered by other lenders for FHA loans. The following conditions apply: <ol style="list-style-type: none"> 1. The FHA case number date must be on or after February 15, 2010; 2. The appraisal must have been ordered by the previous lender; 3. The appraiser must provide an HVCC "Certificate of Compliance"; 4. The previous lender must provide a transfer letter; 5. The underwriting disposition sheet from the previously lender is required; and 6. A desk review of the appraisal must be ordered through DMC's shopping cart. <p>Purchase Price Negotiations</p> <ul style="list-style-type: none"> • DMC will no longer allow the purchase price to be renegotiated upwards if an appraisal has already been performed. This applies to all loans locked on or after <u>1/21/09</u>. <p>Short Sale Restrictions</p> <ul style="list-style-type: none"> • Short sell negotiator fees may be paid by the buyer only if the contract is between the buyer and short sell negotiator. If the contract is between the seller and short sell negotiator, the buyer may not pay the associated fees. If the contract is between the seller and short sell negotiator and, the seller does not have sufficient funds to pay the associated fees, they may be charged to the seller side of the HUD-1 and paid for by the real estate sales agents. • Additional monies to the seller's mortgage company may not be paid by the buyer. • DMC will provide new financing to borrowers with previous short sales per <u>ML 2009-52</u>. However the need for a new primary residence must be driven by employment relocation and the subject property must be located 100+ miles from the prior residence. <p>Age of Appraisal</p> <ul style="list-style-type: none"> • Maximum 120 days effective with case numbers assigned on or after January 1, 2010. This applies regardless of the property's construction stage (existing, new, under construction, or proposed). See <u>ML 2009-30</u>
BORROWERS (ELIGIBLE / INELIGIBLE)	<ul style="list-style-type: none"> • Effective October 15, 2007, borrower social security information will no longer be validated in real time when a new case number assignment is requested in FHA Connection. The validation process will no longer provide an acceptable confidence rating at the time of case number assignment. Refer to the FHA Connection Message Board for the announcement dated October 10, 2007 for complete details and requirements. DMC will require evidence of the "passed" validation through the Holds Tracking Screen in FHA Connection. <p>Eligible</p> <ul style="list-style-type: none"> • Individuals with a valid U.S. Social Security Number (SSN). • Permanent and non-permanent Resident Aliens, provided they: <ul style="list-style-type: none"> - Have a valid SSN. - Are eligible to work in the U.S. - Occupy the property as a principal residence

BORROWERS (ELIGIBLE / INELIGIBLE) (CONTINUED)	Ineligible Any type of borrower not listed as eligible, including but not limited to: <ul style="list-style-type: none"> • Any individual without a valid U.S. SSN. • Individuals with a U.S. Individual Taxpayer Identification Number (ITIN). An ITIN is formatted like a SSN but begins with "9". No valid SSN begins with a "9". • Investors, except for streamline refinance without appraisal. • Foreign nationals and borrowers with diplomatic immunity. • Inter vivos or "living" revocable trusts.
CASH RESERVES	<ul style="list-style-type: none"> • AUS loans follow DU/LP guidelines. • 3 month's PITI is required on all 3-4 unit purchase transactions regardless of AUS findings. No reserves are required for all other transactions.
CLOSING COSTS	Borrowers may pay customary and reasonable closing costs, subject to these limitations: <ul style="list-style-type: none"> • Tax service fee not allowed. • Origination fee may not exceed 1% (For loans originated prior to January 1, 2010). • Third-party fees may not be "marked up". • Fees and charges must comply with all Federal, State and local regulations and predatory lending rules. • Effective with case numbers assigned on or after January 1, 2009, borrower-paid closing costs may no longer be used to count as part of the borrower's required investment
CLOSING REQUIREMENTS	<ul style="list-style-type: none"> - Interest credit allowed (calculated at 1/365th) - Loan must fund by the 7th calendar day of the month preceding the first payment date - A full 30 days of interest will be charged for the month in which the loan funds (as allowed by HUD and charged by servicers when the payoff is not received on the 1st day of the month) - Proof that the previous month's payment was made within the month due. (e.g. updated payoff statement). - As with all FHA no-cash-out refinance transactions, any cash received by the borrower at closing must be incidental due to changes in the payoff and cannot exceed \$500. • Termite, Well and Septic Inspections/Certifications are required as noted on appraisal and/or sales agreement. • A minimum of 24 months chain of title as evidenced by the title commitment satisfactory to DMC review and meeting FHA anti-flipping requirements • Maximum days rent back allowed are 60. On an owner-occupant loan the borrower is to be occupying the property within 60 days of the closing.
CONDOS/PUDS	<ul style="list-style-type: none"> • We now require a condominium borrower to obtain a "Walls In" coverage policy (commonly known as an HO-6 policy). Coverage is to include interior walls, floor coverings, fixtures, cabinetry, appliances, and improvements and betterments made to the unit's interior. The HO-6 policy must provide coverage is an amount that is no less 20% of the condominium unit's appraised value. Eligible <ul style="list-style-type: none"> • Condos must be FHA-approved or meet FHA guidelines for "Spot Approval." <i>Spot Approvals on exception, case by case and may be subject to a pricing adjustment.</i> • <i>Spot Approval allowed for case dates issued must be submitted and /or locked by September 30, 2009.</i> Ineligible <ul style="list-style-type: none"> • Multiple unit condos. • Leasehold condos not allowed.
CREDIT HISTORY	<ul style="list-style-type: none"> • Credit reports must be dated within 60 days of the date of the Note. Automated Underwriting 30-year terms as approved by DU/LP and successfully validated by DMC, except: Ineligible Credit Scenarios <ul style="list-style-type: none"> • Loans not meeting DMC minimum credit score requirements. • Streamline refinance transactions with > 0 x 30 on any mortgage account within the last 12 months. • Refinance transactions where any open debt secured by the subject property is delinquent or in arrears, not current for the month due, has been re-structured, or will be re-subordinated for less than the total amount due. • Cash loans (all types) – no mortgage lates in the last 12 months, regardless of AUS findings • Purchase, rate/term loans (all types) – max 1X30 mortgage in the last 12 months regardless of AUS findings • Community Property States (Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington and Wisconsin): <ul style="list-style-type: none"> - Debts of a non-purchasing spouse must be counted in the borrower's qualifying ratios. - The non-purchasing spouse's credit performance is not a consideration.

CREDIT HISTORY
(CONTINUED)

Refer to the *Credit History and Refinance sections* of this chapter for further clarification and requirements.

- Derogatory Credit Policy:
 - Individual accounts equal to or greater than \$1,000 and accounts that total more than \$5,000 must be paid in full prior to or at closing.
 -
- Per Mortgagee Letter 2009-52, DMC will allow “Short Pay Offs”. All requirements outlined in Mortgage Letter 2009-52 must be met. Additionally, HUD requires the TOTAL Scorecard decision to be manually downgraded to Refer and these loans traditionally underwritten. As such, DMC has put in place several underwriting overlays:
 - a. Minimum credit score is 680
 - b. Maximum debt-to-income ratios are 31/43
 - c. No derogatory credit of any nature is allowed within the most recent 12 months
 - d. No exceptions to our existing employment stability policy will be granted.
- HUD requires lenders to downgrade the TOTAL Scorecard decision to Refer – and manually underwrite loans – in the following instances:
 - a. In the presence of outstanding delinquent federal debt. Federal debt is defined as:
 - i. a VA-guaranteed mortgage
 - ii. a Title I loan
 - iii. a Federal student loan
 - iv. a Small Business Administration loan
 - v. delinquent Federal taxes
 - vi. having a lien, including taxes, placed against the borrower’s property for a debt owed to the U.S.
 - b. CAIVRS indicates a Federal delinquency, default, claim or lien.
 - c. Suspended or debarred individuals.
 - d. Previous mortgage foreclosure within the most recent 3 years.
 - e. Previous bankruptcy within the most recent 2 years.
 - f. Late mortgage payments in excess of 2X30 days late.
 - g. Disputed accounts, regardless of the disposition of account.
 - h. Short sale or short payoff.
 - i. The file cannot be documented according to the TOTAL Scorecard Findings. For instance, the TOTAL Scorecard Findings require a paystub with 30 days earnings and the borrower has recently started at new job.
- DMC will decline loans with characteristics described in letters a, b, c, d, e, and f. DMC has a separate policy regarding disputed accounts, regardless of their disposition. DMC will consider downgrading the TOTAL Scorecard Decision to Refer – and manually underwriting loans – with characteristics described in letters h and i. However, all other requirements outlined in HUD Handbook 4155.1 must be met, including maximum debt to income ratios of 31/43. Additionally, see previous DMC policy and ML 2009-52 in regards to letter h. No exceptions.

Disputed Tradelines Policy Clarification:

- Effective Immediately -- All disputed tradelines must be resolved prior to closing. To be considered resolved, disputed tradelines must be removed entirely from the credit report or the dispute language must be removed from the tradelines. A new credit report must be obtained and reissued into DirectWare once each disputed tradeline is resolved. Tradeline updates are not allowed to resolve disputed tradelines because the tradelines are not updated directly with the three credit bureaus which provide the borrower’s credit scores. This policy clarification is effective immediately and applies to all loans.

Bankruptcy

- A Chapter 7 bankruptcy does not disqualify a borrower from obtaining an FHA-insured mortgage if at least two years have elapsed since the date of the discharge of the bankruptcy. Additionally, the borrower must have re-established good credit or chosen not to incur new credit obligations. The borrower also must have demonstrated a documented ability to responsibly manage his or her financial affairs.
- Chapter 13 bankruptcy does not disqualify a borrower from obtaining an FHA insured mortgage provided the lender documents that one year of the payout period under the bankruptcy has elapsed and the borrower’s payment performance has been satisfactory (i.e., all required payments made on time). In addition, the borrower must receive permission from the court to enter into the mortgage transaction.

	<p>Short Sales and Short Payoff / Restructured loans</p> <ul style="list-style-type: none"> Regardless of DU or LP findings, the credit guidelines below for Short Sales or Short Payoff/Restructured loans must be met as automated underwriting systems may not detect the presence of these items. <table border="1" data-bbox="391 247 1495 688"> <thead> <tr> <th data-bbox="391 247 594 275">Lender Action</th> <th data-bbox="594 247 951 275">Definition</th> <th data-bbox="951 247 1495 275">Eligibility Requirements</th> </tr> </thead> <tbody> <tr> <td data-bbox="391 275 594 688"> Short Sale, Short Payoff/ Restructured Loans </td> <td data-bbox="594 275 951 688"> <p>Short Sales, the servicer agrees to accept a payoff less than the balance owed on the borrower's mortgage that is NOT delinquent.</p> <p>Short Payoff / Restructured Loans are mortgage loans in which the terms of the original transaction have been changed, resulting in either the absolute forgiveness of debt or a restructure of debt through either a modification of the original loan or origination of a new loan.</p> </td> <td data-bbox="951 275 1495 688"> <p>Borrowers purchasing a home that is being sold under a short sale are eligible provided the transaction is arms length.</p> <p>Borrowers who have entered into a short refinance / restructured debt on the subject property are not eligible.</p> <p>Borrowers who have completed a short refinance or restructured loan and are purchasing or refinancing a property which is not the subject of the short refinance / restructured loan must have re-established credit for a minimum of four (4) years since completion of short refinance / restructure and no more than 1 x 30 days late on any mortgage in the past 12 months.</p> </td> </tr> </tbody> </table>	Lender Action	Definition	Eligibility Requirements	Short Sale, Short Payoff/ Restructured Loans	<p>Short Sales, the servicer agrees to accept a payoff less than the balance owed on the borrower's mortgage that is NOT delinquent.</p> <p>Short Payoff / Restructured Loans are mortgage loans in which the terms of the original transaction have been changed, resulting in either the absolute forgiveness of debt or a restructure of debt through either a modification of the original loan or origination of a new loan.</p>	<p>Borrowers purchasing a home that is being sold under a short sale are eligible provided the transaction is arms length.</p> <p>Borrowers who have entered into a short refinance / restructured debt on the subject property are not eligible.</p> <p>Borrowers who have completed a short refinance or restructured loan and are purchasing or refinancing a property which is not the subject of the short refinance / restructured loan must have re-established credit for a minimum of four (4) years since completion of short refinance / restructure and no more than 1 x 30 days late on any mortgage in the past 12 months.</p>
Lender Action	Definition	Eligibility Requirements					
Short Sale, Short Payoff/ Restructured Loans	<p>Short Sales, the servicer agrees to accept a payoff less than the balance owed on the borrower's mortgage that is NOT delinquent.</p> <p>Short Payoff / Restructured Loans are mortgage loans in which the terms of the original transaction have been changed, resulting in either the absolute forgiveness of debt or a restructure of debt through either a modification of the original loan or origination of a new loan.</p>	<p>Borrowers purchasing a home that is being sold under a short sale are eligible provided the transaction is arms length.</p> <p>Borrowers who have entered into a short refinance / restructured debt on the subject property are not eligible.</p> <p>Borrowers who have completed a short refinance or restructured loan and are purchasing or refinancing a property which is not the subject of the short refinance / restructured loan must have re-established credit for a minimum of four (4) years since completion of short refinance / restructure and no more than 1 x 30 days late on any mortgage in the past 12 months.</p>					
CREDIT SCORES / NON- TRADITIONAL CREDIT	<p>As determined by Underwriter or DU/LP, except</p> <ul style="list-style-type: none"> Minimum 620(For loans locked prior to 12/21/09) Decision Score, regardless of AUS findings, including streamline refinance transactions, (see <i>REFINANCE TRANSACTIONS</i>.) The indicator score is the lowest of each borrower's middle score. Borrowers with non-traditional credit are no longer acceptable. A loan considered to have non-traditional credit is when all borrowers do not have a credit score and/or are establishing a credit history through non-traditional means such as a rental history, utility payments, etc. At least one borrower qualifying for the loan must have a decisioning credit score. Minimum 640(For loans locked on or after 12/21/09) 						
DOCUMENTATION	<ul style="list-style-type: none"> As determined by DU/LP <p>Minimum Documentation Requirements</p> <ul style="list-style-type: none"> A signed IRS Form 4506-T must be included in all loan files where the following apply: Loan transmittal (HUD 92900-LT) replaces the MCAW Loan Application Addendum (HUD 92900-A) revised 5/2008 						
DOWN PAYMENT	<ul style="list-style-type: none"> Effective with case numbers assigned on or after January 1, 2009 (ML 2008-23): <ul style="list-style-type: none"> The borrower must make a minimum cash investment of 3.5% (Statutory Investment Requirement), based on lesser of Sales Price or Appraised Value. Closing costs paid by the borrower may no longer count towards the 3.5% cash investment. The \$8,000 First-Time Homebuyer Tax Credit authorized by the Housing and Economic Recovery Act of 2008 may not be used as any credit towards minimum contribution requirements, closing costs or prepaids. <i>See Gift Funds section for additional direction and requirements</i> 						
ESCROWS	<ul style="list-style-type: none"> Escrow waivers not allowed under any circumstances. No exceptions. 						
ESCROW HOLDBACKS	<p>Only eligible on HUD Repos or as an exception on a case by case basis with the following requirements:</p> <ul style="list-style-type: none"> 2X the bid amount Maximum \$3,500 2 Bids from 2 different companies. Escrow funds to be held by DMC. \$250 Fee paid to DMC at closing. FHA Compliance Inspection Report required before funds will be released. Work must be completed within 7 days of funding. DMC to hold Broker check until the work has been completed. 						
FLIPPING REQUIREMENTS	<ul style="list-style-type: none"> Any property being sold within 90 days of the seller's acquisition date is not eligible for FHA financing, unless exempt under a recent temporary waiver which exempts from the 90-day resale restriction, those properties that are being sold by the foreclosing lender, or on their behalf by their documented subsidiary or agent. This temporary waiver applies to sales contracts signed on or before June 8, 2009. If property is being sold between 91 and 180 days of the seller's acquisition and the sales price has increased by 100% or more, a second FHA appraisal is required. No exceptions. The borrower may not be charged for the appraisal. Loan must be based on the lower of the two values. If property is being sold within 12 months of the seller's acquisition and the sales price increased significantly. A second FHA appraisal may be required at the discretion of the underwriter. See ML 2008-37 for exemptions in Presidentially Declared Major Disaster Areas. 						

FLIPPING REQUIREMENTS <i>(CONTINUED)</i>	<ul style="list-style-type: none"> • HUD has issued a Waiver of Requirements regarding transactions that are considered property flips. The waiver will take effect on February 1, 2010 and is effective for one year, unless otherwise extended or withdrawn by the FHA Commissioner. To protect FHA borrowers against predatory practices of "flipping" where properties are quickly resold at inflated prices to unsuspecting borrowers, this waiver is limited to those sales meeting the following general conditions: • FHA Case Numbers must be assigned on or after February 1, 2010 and the Purchase Contract must be executed on or after February 1, 2010 • All transactions must be arms-length, with no identity of interest between the buyer and seller or other parties participating in the sales transaction. • In cases in which the sales price of the property is 20 percent or more above the seller's acquisition cost, a second appraisal is required.
GEOGRAPHIC RESTRICTIONS	<ul style="list-style-type: none"> • Properties may be located in the District of Columbia and any state. • U.S. Territories not allowed (e.g. Puerto Rico, American Samoa, Guam, etc.) • Community Property States (Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington and Wisconsin): <ul style="list-style-type: none"> - Debts of a non-purchasing spouse must be counted in the borrower's qualifying ratios. - The non-purchasing spouse's credit performance is not a consideration • High Cost loans in the state of South Carolina allow a maximum DTI of 50% • Cash Out Refinance is not eligible in the state of Texas.
GIFT FUNDS	<p>Gift Donors</p> <ul style="list-style-type: none"> • Eligible: Borrower's relative, spouse, domestic partner, or close friend with a clearly defined and documented interest in the borrower. Borrower's employer or labor union. A charitable organization that does not replenish available gift funds with seller contributions. A governmental agency or public entity that has a program to provide homeownership assistance to low- and moderate-income families or first-time homebuyers, • Ineligible: Any person or entity with an interest in the sale of the property, such as the seller, real estate agent or broker, builder, or any entity associated with them. <p>"Seller-funded" Down Payment Assistance (DPA)</p> <ul style="list-style-type: none"> • DMC does not underwrite or purchase loans with "seller funded" DPA's of any kind. <p>AUS-underwritten loans</p> <ul style="list-style-type: none"> • Gift deposited prior to closing <ul style="list-style-type: none"> - A gift letter and full documentation of the gift transfer is required, including: <ul style="list-style-type: none"> i. evidence of donor's account ownership and ability to give the gift, ii. copy of donor's cancelled check or bank-validated withdrawal slip, and iii. Evidence of deposit into borrower's account. - Donor's cash-on-hand is not an acceptable source. - Gift letter must contain donor's name, address, phone, and relationship to borrower; match the exact amount of gift, state that gift is not repayable, and be signed by donor and borrower. - Gifts deposited prior to closing and documented in this manner may be included in the borrower's account balance when submitting to TOTAL, but should be identified separately as gift funds on the MCAW and 1003. - Excess gift funds may be used as cash reserves (1- and 2-unit properties only). • Gift received at closing <ul style="list-style-type: none"> - Full gift letter required. - Gift must be submitted to TOTAL as "gift funds" and <i>not</i> included in borrower's account balance. • Excess gift funds may NOT be used as cash reserves.
GIFT FUNDS <i>(CONTINUED)</i>	<ul style="list-style-type: none"> - <i>By check:</i> Copy of cashier's check or other bank check purchased by donor, and evidence that funds used to purchase check were withdrawn from donor's own account. Donor's personal check or cash-on-hand is not acceptable. NOTE: To avoid funding delays, copies of these documents must be provided and cleared prior to docs. - <i>By wire:</i> Copy of incoming wire evidencing deposit into settlement agent's account on or before the day of closing. <p>DMC to validate relationship between the borrower and the donor by a third party service. If unable to validate by this service, then legal documents will be required to validate the relationship.</p>
INVESTMENT PROPERTIES	<ul style="list-style-type: none"> • Streamline refinance without appraisal only. • Term is limited to the lesser of 30 years or the unexpired term of the existing mortgage plus 12 years. • See <i>REFINANCE TRANSACTIONS – STREAMLINE (without appraisal)</i>.
JUMBO	<ul style="list-style-type: none"> • 1-Unit property with base loan amount > \$417,000, Alaska and Hawaii > \$625,500. • 2-unit property with base loan amount > \$533,850, Alaska and Hawaii > \$800,775. • See <i>FHA Jumbo Addendum</i>.
LOAN TERM	<ul style="list-style-type: none"> • 15, 20, 25 and 30 years

LOAN-TO-VALUE	Type of Loan		Maximum LTV/CLTV (1)																																								
	Purchase		96.5% (2)																																								
	Rate-and-Term Refinance*		97.75% (3)																																								
	FHA-to-FHA Streamline Refinance w/Appraisal*		97.75% (3)																																								
	FHA-to-FHA Streamline Refinance w/o Appraisal*		See Refinance section (3)																																								
	Cash-Out Refinance		85% / 85% (3)																																								
<p>(1) In addition to the appropriate LTV and Maximum Mortgage Worksheet calculations, the base loan amount may not exceed the lesser of the local Statutory Mortgage Loan Limit as published by HUD, or the applicable limit set for this product (see <i>MAXIMUM / MINIMUM LOAN AMOUNT</i>)</p> <p>(2) As of 1/24/09, DU is applying the 2009 3.5% down payment requirement to all submissions and resubmissions. Case numbers assigned prior to 1/1/09 may use the previous 3% down payment calculation. DU Approve / Ineligible recommendations are acceptable if the underwriter notes on the transmittal and the DU findings that:</p> <ul style="list-style-type: none"> - the FHA case number was assigned before 1/1/09, - the 3% down payment applies, and - the "Ineligible" is only due to the erroneous 3.5% down payment requirement. <p>(3) Max CLTV is 100%</p>																																											
LOAN TYPE /ELIGIBLE SECTION OF THE ACT	Eligible																																										
	<table border="1"> <thead> <tr> <th>Section of the Act</th> <th>ADP Code</th> <th colspan="2">Brief Description</th> </tr> </thead> <tbody> <tr> <td>203(b)</td> <td>703</td> <td colspan="2">Fixed Rate Loan</td> </tr> <tr> <td>203(b)</td> <td>796</td> <td colspan="2">Temporary Buydown</td> </tr> <tr> <td>234(c)</td> <td>734</td> <td colspan="2">Fixed Rate Condominium</td> </tr> <tr> <td>234(c)</td> <td>797</td> <td colspan="2">Condo-Temporary Buydown</td> </tr> </tbody> </table>				Section of the Act	ADP Code	Brief Description		203(b)	703	Fixed Rate Loan		203(b)	796	Temporary Buydown		234(c)	734	Fixed Rate Condominium		234(c)	797	Condo-Temporary Buydown																				
Section of the Act	ADP Code	Brief Description																																									
203(b)	703	Fixed Rate Loan																																									
203(b)	796	Temporary Buydown																																									
234(c)	734	Fixed Rate Condominium																																									
234(c)	797	Condo-Temporary Buydown																																									
<p>Ineligible:</p> <p>Any Section of the Act not listed above, including but not limited to:</p> <ul style="list-style-type: none"> • 203(k) Rehabilitation loan • 238(c) Military impact area (UFMIP waived) • Section 8 Loans • FHA Loans to Non-profit organization borrowers • Hope for Homeowners Program • HUD 184 Program – Indian Reservations 																																											
MAXIMUM/MINIMUM LOAN AMOUNT	General Guidelines:																																										
	<ul style="list-style-type: none"> • In addition to the appropriate LTV and Maximum Mortgage Worksheet calculation, the base loan amount may not exceed the lesser of : <ul style="list-style-type: none"> (a) the local Statutory Mortgage Loan Limit as published by HUD, or (b) the applicable limit set for this product: <ul style="list-style-type: none"> 1-unit \$417,000, AK & HI \$625,500 2-unit \$533,850, AK & HI \$800,775 3-unit \$645,300, AK & HI \$967,950 4-unit \$801,950, AK & HI \$1,202,925 • UFMIP may be added to the calculated base loan amount. • All loans must be submitted in whole dollar amounts. • See LTV section for links to new 2009 Maximum Mortgage Worksheets <p>Minimum Loan Amount: \$50,000</p>																																										
MORTGAGE INSURANCE	<u>CASE NUMBERS ASSIGNED PRIOR TO 7/14/08 (ML2000-38):</u>																																										
	<table border="1"> <thead> <tr> <th colspan="4">LOAN TERM > 15 YEARS</th> </tr> <tr> <th>UFMIP</th> <th>LTV</th> <th>MONTHLY MIP</th> <th>Years</th> </tr> </thead> <tbody> <tr> <td>1.500%</td> <td>All%</td> <td>.500%</td> <td>*</td> </tr> <tr> <td>1.500%</td> <td>90.00% - 95.00%</td> <td>.500%</td> <td>*</td> </tr> <tr> <td>1.500%</td> <td>≤ 89.99%</td> <td>.500%</td> <td>*</td> </tr> <tr> <th colspan="4">LOAN TERM ≤ 15 YEARS</th> </tr> <tr> <th>UFMIP</th> <th>LTV</th> <th>MONTHLY MIP</th> <th>Years</th> </tr> <tr> <td>1.500%</td> <td>> 95%</td> <td>.250%</td> <td>*</td> </tr> <tr> <td>1.500%</td> <td>90.00% - 95.00%</td> <td>.250%</td> <td>*</td> </tr> <tr> <td>1.500%</td> <td>≤ 89.99%</td> <td>N/A</td> <td>N/A</td> </tr> </tbody> </table> <p>* Years will be determined when the loan balance equals 78%, provided the mortgagor has paid the mortgage insurance premium for at least five years (scheduled or actual, refer to Mortgagee Letter 2000-46).</p>				LOAN TERM > 15 YEARS				UFMIP	LTV	MONTHLY MIP	Years	1.500%	All%	.500%	*	1.500%	90.00% - 95.00%	.500%	*	1.500%	≤ 89.99%	.500%	*	LOAN TERM ≤ 15 YEARS				UFMIP	LTV	MONTHLY MIP	Years	1.500%	> 95%	.250%	*	1.500%	90.00% - 95.00%	.250%	*	1.500%	≤ 89.99%	N/A
LOAN TERM > 15 YEARS																																											
UFMIP	LTV	MONTHLY MIP	Years																																								
1.500%	All%	.500%	*																																								
1.500%	90.00% - 95.00%	.500%	*																																								
1.500%	≤ 89.99%	.500%	*																																								
LOAN TERM ≤ 15 YEARS																																											
UFMIP	LTV	MONTHLY MIP	Years																																								
1.500%	> 95%	.250%	*																																								
1.500%	90.00% - 95.00%	.250%	*																																								
1.500%	≤ 89.99%	N/A	N/A																																								

MORTGAGE INSURANCE (CONTINUED)	<p><u>CASE NUMBERS ASSIGNED 7/14/08 THROUGH 9/30/08 (ML2008-16):</u> Streamline Refinances – 1.0 UFMIP and .5% annual UFMIP and Annual Insurance Premiums for Purchase Money and Fully Qualifying Refinances with loan terms > 15 years</p> <table border="1" data-bbox="537 216 1349 352"> <thead> <tr> <th>LTV</th> <th>850-680</th> <th>679-640</th> <th>639-600</th> <th>599-580</th> </tr> </thead> <tbody> <tr> <td>≤ 90.00</td> <td>125/50</td> <td>125/50</td> <td>125/50</td> <td>150/50</td> </tr> <tr> <td>90.01 – 95.00</td> <td>125/50</td> <td>125/50</td> <td>150/50</td> <td>175/50</td> </tr> <tr> <td>> 95.00</td> <td>125/55</td> <td>150/55</td> <td>175/55</td> <td>200/55</td> </tr> </tbody> </table> <p>UFMIP and Annual Insurance Premiums for Purchase Money and Fully Qualifying Refinances with loan terms ≤ 15 years</p> <table border="1" data-bbox="545 432 1341 569"> <thead> <tr> <th>LTV</th> <th>850-680</th> <th>679-640</th> <th>639-600</th> <th>599-580</th> </tr> </thead> <tbody> <tr> <td>≤ 90.00</td> <td>100/0</td> <td>100/0</td> <td>125/0</td> <td>150/0</td> </tr> <tr> <td>90.01 – 95.00</td> <td>100/25</td> <td>125/25</td> <td>150/25</td> <td>175/25</td> </tr> <tr> <td>> 95.00</td> <td>125/25</td> <td>150/25</td> <td>175/25</td> <td>200/25</td> </tr> </tbody> </table> <p><u>CASE NUMBERS ASSIGNED 10/01/08 AND AFTER (ML2008-22):</u> Upfront Premiums - Purchase Money Mortgages and Full Credit Qualifying Refinances – 1.75% Streamline Refinances (all types) – 1.5% Annual Premiums - Purchase Money Mortgages, Full-Qualifying Refinances and Streamline Refinances with Terms of More Than 15 Years:</p> <table border="1" data-bbox="451 726 1435 846"> <thead> <tr> <th>LTV Ratio</th> <th>Premium (Monthly)</th> <th>Years</th> </tr> </thead> <tbody> <tr> <td>95% and under</td> <td>.50%</td> <td>*</td> </tr> <tr> <td>Over 95%</td> <td>.55%</td> <td>*</td> </tr> </tbody> </table> <p>*Years will be determined when the loan balance equals 78%, provided the mortgagor has paid the annual mortgage insurance premium for at least 5 years.</p> <p>Purchase Money Mortgages, Full-Qualifying Refinances and Streamline Refinances with Terms of 15 Years and Less:</p> <table border="1" data-bbox="451 982 1435 1083"> <thead> <tr> <th>LTV Ratio</th> <th>Premium (Monthly)</th> <th>Years</th> </tr> </thead> <tbody> <tr> <td>90% and under</td> <td>None</td> <td>N/A</td> </tr> <tr> <td>Over 90%</td> <td>.25%</td> <td>**</td> </tr> </tbody> </table> <p>**Years will be determined when the loan balance equals 78%.</p> <p><u>CASE NUMBER ASSIGNED 4/5/10 AND AFTER (ML2010-02):</u> Upfront Premiums - Purchase Money Mortgages and Full Credit Qualifying Refinances – 2.25% Streamline Refinances (all types) – 2.25%</p> <p><u>FHA UFMIP & MIP Payment Process</u> Detailed information for this process can be found on the Internet at http://www.hud.gov/offices/hsg/comp/premiums/sfpaygov.cfm</p>	LTV	850-680	679-640	639-600	599-580	≤ 90.00	125/50	125/50	125/50	150/50	90.01 – 95.00	125/50	125/50	150/50	175/50	> 95.00	125/55	150/55	175/55	200/55	LTV	850-680	679-640	639-600	599-580	≤ 90.00	100/0	100/0	125/0	150/0	90.01 – 95.00	100/25	125/25	150/25	175/25	> 95.00	125/25	150/25	175/25	200/25	LTV Ratio	Premium (Monthly)	Years	95% and under	.50%	*	Over 95%	.55%	*	LTV Ratio	Premium (Monthly)	Years	90% and under	None	N/A	Over 90%	.25%	**
LTV	850-680	679-640	639-600	599-580																																																							
≤ 90.00	125/50	125/50	125/50	150/50																																																							
90.01 – 95.00	125/50	125/50	150/50	175/50																																																							
> 95.00	125/55	150/55	175/55	200/55																																																							
LTV	850-680	679-640	639-600	599-580																																																							
≤ 90.00	100/0	100/0	125/0	150/0																																																							
90.01 – 95.00	100/25	125/25	150/25	175/25																																																							
> 95.00	125/25	150/25	175/25	200/25																																																							
LTV Ratio	Premium (Monthly)	Years																																																									
95% and under	.50%	*																																																									
Over 95%	.55%	*																																																									
LTV Ratio	Premium (Monthly)	Years																																																									
90% and under	None	N/A																																																									
Over 90%	.25%	**																																																									
NON-OCCUPANT CO-BORROWERS/ CO-SIGNERS	<ul style="list-style-type: none"> Allowed per FHA published guidelines. May not be added to meet qualifying requirements for a cash-out refinance. Non-occupant co-borrowers already on the loan may remain in title, but may not remain on the loan to meet qualifying requirements for a cash-out refinance. In the presence of a non-occupant co-borrower, the max housing and debt ratio for the occupant borrower is being reduced from 55% to 50%. This applies to all loans locked on or after <u>1/11/10</u>. 																																																										
NUMBER OF LOANS/ PROPERTIES	<p>Number of Loans per Borrower</p> <ul style="list-style-type: none"> A borrower may not have more than 1 FHA loan at a time, except under situations described in 4155.1 Section 1-2 A-D. <p>Number of Properties per Borrower</p> <ul style="list-style-type: none"> Maximum number of properties a borrower can have financed is 4. 																																																										
OCCUPANCY	Owner-occupied primary residence only on all transactions except streamline refinance without appraisal.																																																										
PROPERTY ELIGIBILITY (CONTINUED)	<p>Eligible</p> <ul style="list-style-type: none"> 1-4 unit attached or detached primary residence including condos and PUDs. Condos must be FHA-approved or meet FHA guidelines for “Spot Approval.” See “Condos/Puds section of this guide. HUD Repo properties – See ML-00-27 <p>Ineligible</p> <ul style="list-style-type: none"> Any property where the seller is not the owner of record. Any property being re-sold within 90 days of the seller’s acquisition date unless exempt. All non-owner occupied properties (except streamline refinance without appraisal). Properties that are not primarily residential in nature and use. 																																																										

PROPERTY ELIGIBILITY	Ineligible <ul style="list-style-type: none"> • Manufactured or mobile housing. • Leasehold condos. • Co-ops.
PROPERTY INSPECTIONS	Termite, Well and Septic Inspections <ul style="list-style-type: none"> • Properties under one year old require mandatory inspection, treatment and testing, even if previously occupied. • For exting properties over one year old, inspection and/or testing is only required if: <ul style="list-style-type: none"> - The appraisal indicates there may be a problem or that problems are common in the area. - Mandated by the state or local jurisdiction (see below). - Required by the sales contract. - A water purification system is present. If the water supply does not test safe without the purification system, then the requirements must be met. • Wells and Other Water Systems: <u>FHA Single Family Reference Guide</u> Ch 1, Pg 1-21 • Septic Systems: <u>FHA Single Family Reference Guide</u> Ch 1, Pg 1-20 State and Local Requirements <ul style="list-style-type: none"> • DMC will generally rely on the appraiser and Realtor (via the sales contract) for notification of mandatory state or local inspections. • DMC is aware of mandatory inspections required in the following areas: Arizona: Septic or other on-site sewage system (purchases only).
RATIOS	<ul style="list-style-type: none"> • Qualifying ratios are 31% / 43%, unless there are significant compensating factors or an AUS approval is received. • Max DTI is 55% for loans locked prior to 12/21/09 and 50% for loans locked on or after 12/21/09. • When a non-occupant co-borrower is present and as allowed by DU, LP or TOTAL Scorecard – whichever is applicable – the occupant borrower’s housing ratio may be as high as 50%. There is no limit to the occupant borrower’s total expense ratio when the total expense ratio of all borrowers combined is less than or equal to 50% and the loan receives an AUS approval.
REFINANCE TRANSACTIONS	General Guidelines <ul style="list-style-type: none"> • See LTV section for links to new 2009 Maximum Mortgage Worksheets. • Refinance transactions where any open debt secured by the subject property is delinquent or in arrears, not current for the month due, has been re-structured, or will be re-subordinated for less than the total amount due are not eligible. • Direct Mortgage will exercise sound judgment and due diligence in the underwriting of loans to be insured by FHA. In order to comply with HUD’s directive, refinance transactions should “make sense” and be in the borrower’s best interest. • In states with predatory lending laws, the state-specific refinance or “Tangible Net Benefit “worksheet will supersede guidelines. Cash Out Refinance Transactions: <ul style="list-style-type: none"> • Allowed • Maximum LTV is based on Length of Ownership: <ul style="list-style-type: none"> - 12 Months or More: The subject property must have been owned by the borrower as his or her principal residence for at least 12 months preceding the date of the loan application in order to obtain the maximum 85% of the appraiser’s estimate of value. - Less than 12 Months: If the subject property has been owned less than 12 months preceding the date of the loan application as the borrower’s principal residence, the mortgage amount is limited to the lesser of 85% of the sales price of the property when acquired OR 85% of the current appraised value. - A sales price, however, need not be considered if the property was acquired as the result of inheritance and is or will become the heir’s principal residence. • Owner-occupied primary residence only • Not allowed in the state of Texas • New simultaneous subordinate liens not allowed. Rate/Term Refinance Transactions: <ul style="list-style-type: none"> • Allowed. • Owner-occupied primary residence only. • Cash back at closing limited to \$500, (\$0 in Texas), and must be due to changes in the payoff and/or closing costs and prepaids. At time of origination and loan approval, the 1003, GFE and MCAW must show no cash back. (ML 05-43) • No holding period but acquisition cost must be considered if owned < 1 year and not already FHA-insured (see <i>MAXIMUM LOAN AMOUNT</i>). • Existing subordinate financing may remain in place. • When paying off subordinate liens, if any portion of the funds in excess of \$1000 on an existing equity line of credit was advanced within the past 12 months and was not used for repairs or rehabilitation of the property, the line of credit is not eligible to be paid off in the new mortgage unless the new transaction will be treated as a Cash-Out refinance (ML 2008-40).

<p>REFINANCE TRANSACTIONS (CONTINUED)</p>	<p>Streamline Refinance Transactions</p> <ul style="list-style-type: none"> • Prohibited in some states. See <i>GEOGRAPHIC RESTRICTIONS</i>. • Must meet minimum credit score requirements (see <i>CREDIT SCORES</i>). • Applicable FICO-based price adjustments will apply. • 12-month mortgage history reported from all 3 repositories. • Streamline refinances must be current and the previous payment history can not contain a 30-day late or greater payment in the most recent 12 months. The following documentation is required: <ul style="list-style-type: none"> - Evidence the existing loan is current. - If the loan is seasoned 12 months or more, evidence of no 30-day late payments in the most recent 12 months. • Full credit reports are required. • Owner-occupied primary residence only except streamline refinance without appraisal • Cash back at closing limited to \$500, (\$0 in Texas), and must be due to changes in the payoff and/or closing costs and prepaids. At time of origination and loan approval, the 1003, GFE and MCAW must show no cash back. (ML 05-43) • Streamline refinance without appraisal: <ul style="list-style-type: none"> - Term of the new mortgage is the lesser of 30 years or the un-expired term of the existing mortgage plus 12 years. (4155.1 REV-5 Par 1-12-A). - Use the “Original Principal Balance” from the Refinance Authorization screen in the FHA Connection. This will reflect the true loan amount after any principal reductions. - The maximum base loan amount is the lower of these calculations: <ul style="list-style-type: none"> - <i>Original Loan Amount</i>: The “Original Mortgage Amount” from the Refinance Authorization in the FHA Connection (which includes any financed UFMIP), or - <i>Existing Debt</i>: The outstanding principal balance of the existing FHA-insured first lien, plus closing costs, prepaid expenses, discount points, minus any refund of UFMIP. - For Truth in Lending Disclosure purposes, calculate the LTV by using the “Original Property Value” from the Refinance Authorization in the FHA Connection. • Any streamline refinance of a 30-year mortgage on a principal residence may be refinanced to a shorter term mortgage; however, the new monthly principal and interest may not increase more than 20%. (ML 05-43) • Fixed-to-Fixed streamline refinances must lower the monthly P&I and/or decrease the term of the mortgage. • A Hybrid ARM may be streamline refinanced to a fixed rate mortgage, with or without appraisal, provided that the payment will not increase more than 20% and all mortgage payments have been made within the month due for at least the last 12 months or the period the mortgage has been in force, if shorter. (ML 05-43) • A holding period of six months applies when: (1) the borrower obtained the loan via non-qualifying assumption; or (2) when a borrower is deleted due to devise or descent of law (e.g., divorce, death, etc.) and a quit-claim of interest has been executed. Full credit qualifying is required if held less than six months and/or if due-on-sale clause is triggered. (4155.1 REV-5 Par 1-12-C) <ul style="list-style-type: none"> - FHA Connection (which includes any financed UFMIP), or - <i>Existing Debt</i>: The outstanding principal balance of the existing FHA-insured first lien, plus closing costs, prepaid expenses, discount points, minus any refund of UFMIP. - For Truth in Lending Disclosure purposes, calculate the LTV by using the “Original Property Value” from the Refinance Authorization in the FHA Connection. • Any streamline refinance of a 30-year mortgage on a principal residence may be refinanced to a shorter term mortgage; however, the new monthly principal and interest may not increase more than 20%. (ML 05-43) <p>A holding period of six months applies when: (1) the borrower obtained the loan via non-qualifying assumption; or (2) when a borrower is deleted due to devise or descent of law (e.g., divorce, death, etc.) and a quit-claim of interest has been executed. Full credit qualifying is required if held less than six months and/or if due-on-sale clause is triggered. (4155.1 REV-5 Par 1-12-C)</p>
<p>SELLER CONTRIBUTION (CONTINUED)</p>	<p>Purchase Transactions</p> <ul style="list-style-type: none"> • Secondary financing includes any financing that creates a subordinate lien against the subject property, even if it is a “soft”, “silent”, or “forgivable” second. • Borrower must be qualified with any required payment unless repayment is deferred at least three years. (ML 07-11) • Secondary financing for the borrower’s required investment may only be provided by a valid city, county, state or Federal governmental agency, or a HUD-approved non-profit that is also considered an instrumentality of government. FHLB silent or soft seconds and grants are considered under instrumentality of government. • Additionally, the actual lien must be held by and the Note must be payable to: <ul style="list-style-type: none"> - The governmental agency or HUD-approved non-profit that provided the funds, or, - Another approved governmental agency or HUD-approved non-profit appointed as Agent for the entity that provided the funds.

<p>SELLER CONTRIBUTION</p>	<ul style="list-style-type: none"> • In other words, no entity that is not either a valid governmental agency or a HUD-approved non-profit may be involved in the providing or lending of funds for financing that will subordinate to an FHA loan. • Underwriter must examine a sample of the note and deed to verify that the allowable governmental agency or the HUD-approved non-profit is the <i>actual lien holder</i>. • HUD-approved non-profits that are not also considered an instrumentality of government may provide secondary financing for closing cost and prepaids assistance <i>only</i>. • The borrower must make a 3.5% cash investment and the combined 1st and 2nd liens may not exceed the FHA statutory limit. • Secondary financing that requires a special designated servicer for the first lien or imposes any servicing or resale restrictions on the first lien is not allowed. • No "Bond" Programs. • Must meet all additional requirements for secondary financing as stated in HUD Handbook 4155.1 REV-5, Par 1-13-A and -B. • May be subject to a pricing adjustment - contact the Pricing Desk. • Other secondary financing providers may be allowed on an exception basis subject to additional LTV/CLTV restrictions and statutory loan limits as stated in the 4155.1 REV-5, Par 1-13-C. <p>Refinance Transactions</p> <ul style="list-style-type: none"> • Existing subordinate financing may remain in place without regard to CLTV on streamline refinance transactions of 1-unit properties. • Existing subordinate financing that will be re-structured or re-subordinated for less than the total amount due is not eligible for re-subordination on a new FHA refinance transaction. • See <i>REFINANCE TRANSACTIONS</i> for additional rules applicable to refinance transactions.
<p>PROGRAMS & SPECIAL FEATURES</p>	<p>Energy Efficient Mortgage (EEM) Program</p> <p>Standard FHA guidelines apply except for the following:</p> <ul style="list-style-type: none"> • <i>DMC exception processing is required due to LTV and county loan limit issues; pricing adjustment may apply.</i> • This program allows qualified borrowers to finance up to 100% of the eligible expense of a cost-effective "Energy-Efficient" (EE) package. • Borrower does not have to qualify for the additional financing or provide additional down payment. • The appraisal does not need to reflect the EE package value for either new or existing construction. • Purchase and refinance transactions, including streamlines, are eligible. <ul style="list-style-type: none"> - New and existing 1-4 family properties, including 1-unit condos, are eligible. The allowable EEM dollar amount is for the entire property and not based on a per unit basis for multiple unit properties. - The EEM may be used with Sections 203(b), 234(c) Condos, and 203(h) Disaster loans. - Underwriter will determine how much of the EE cost may be added to the loan amount by using the <u>Home Energy Rating System (HERS) report</u> and the <u>EEM Worksheet</u>. - The amount added for the EE package cannot exceed the greater of (a) \$4,000 or (b) the lesser of \$8,000 or 5% of the property value. - The allowable EE amount is added to the base loan amount before UFMIP. - The FHA county loan limit may be exceeded by the amount added for the EE package. - In the Remarks section of the MCAW, underwriter must indicate that the loan is for an EEM, list borrower qualifying ratios prior to adding the EE cost, and show the final loan amount calculations. - For a streamline refinance, the borrower's P&I on the new loan including the EE package can exceed the P&I payment on the current loan, provided the estimated monthly energy savings shown on the HERS report exceeds the P&I increase. - For a streamline refinance without appraisal, the Original Principal Balance substitutes for an appraised value – for the EEM calculations only. The LTV on a streamline refi w/o appraisal continues to be determined by the <i>Original Property Value</i>. Both of these figures must be taken from the FHA Connection Case Number Assignment or Refinance Authorization. • Documentation, Fees, Escrow Requirements: <ul style="list-style-type: none"> - Home Energy Rating System (HERS) report, copy to borrower and lender. - <u>HUD-92300 Mortgagee's Assurance of Completion</u> (prepared by DMC). 90 days allowed for completion, no extensions or exceptions. After 90 days, unused funds must be applied to reduce the principal balance. - EE packages on new construction must be complete prior to funding (no escrows). - The borrower cannot be paid for his/her own labor nor receive cash back, except for documented material costs. - Fees charged to the borrower for the HERS report must be reasonable and customary for the area. These fees may be financed as part of the EE package if the eligible amount allows for inclusion.

PROGRAMS & SPECIAL FEATURES <i>(CONTINUED)</i>	<p>If not, such fees are considered allowable closing costs.</p> <ul style="list-style-type: none"> - Underwriting: Submit loan amount including the EE package to the FHA Total Scorecard. An "AUS- Refer" rating for the loan amount including the EE costs is acceptable <i>only if</i> the loan receives an "AUS-Accept" rating for the loan amount prior to adding the EE costs, or if the loan otherwise qualifies for manual override approval of an AUS-Refer (see <i>UNDERWRITING</i>). "Ineligible" ratings are acceptable if the ineligible determination is strictly due to exceeding the county loan limit by the amount of the EE package.
TEMPORARY BUYDOWNS	<ul style="list-style-type: none"> • Allowed on purchases only • 2-1 only • No buy down on 15-year loans
UNDERWRITING	<p>Brokers are responsible for complying with all applicable FHA/HUD regulations as further modified by the guidelines within this product description.</p> <ul style="list-style-type: none"> • ALL loan files must include an IRS Form 4506T executed by each borrower at the time of closing. <p>Automated Underwriting System (AUS)</p> <ul style="list-style-type: none"> • All FHA loans must be submitted through DU or LP. <p>General Underwriting Information</p> <ul style="list-style-type: none"> • Real estate commission that is in excess of 8% must be deducted from the sales price/appraised value LTV calculation when determining maximum LTV. • Rental income supported by a lease with a family member or other interested party is not acceptable. • Conversion of Principal Residence to Investment Property: Rental income on the property being vacated may be used, after reducing by the appropriate Vacancy Factor, only under the following circumstances. The following guidance applies solely to the conversion of a primary residence to an investment property is not applicable to existing rental properties disclosed and confirmed by tax returns (Schedule E of form IRS 1040). See <i>ML 08-25</i> for further details. • Relocations: The homebuyer is relocating with a new employer, or is transferred by the current employer to an area not within a reasonable and locally recognized commuting distance. A properly executed lease agreement of at least one year's duration is required from the date the loan closes, along with the receipt of a security deposit from the tenant and proof of deposit into the borrowers account. • Sufficient Equity in Vacated Property: The homebuyer has a loan-to-value ratio of 75% or less, as determined by either a current (less than six months old) residential appraisal or by comparing the unpaid principal balance to the original sales price of the property. The appraisal, in addition to using forms Fannie Mae 1004/Freddie Mac 70, may be an exterior-only appraisal using form Fannie Mae/Freddie Mac 2055, and for condominium units, form Fannie Mae 1075/Freddie Mac 466. • If the borrower's current residence is secured by an FHA mortgage, additional criteria will apply per Handbook 4155.1 REV-5, paragraph 1-2. • A borrower is now allowed to purchase a new primary residence when their departure residence is underwater if all of the following criteria are met: <ul style="list-style-type: none"> - The departure residence is being rented. A bona fide lease agreement must be provided. Just like in other situations, a copy of the renter's photo ID and 1st month's rent or security deposit check must be provided. - An appraisal OR AVM is required to determine the amount of negative equity. Additionally, a comparable rent schedule is required to establish the market rents. - The maximum amount of negative equity is 150% of the current value OR \$100,000, whichever is less. - The borrower must qualify with both payments. - 6 months of PITI for both properties is required to be in reserves. • The existing mortgage on the departure residence must be fully amortizing. No Interest Only or Negatively Amortized loans allowed. <p>Job Stability</p> <ul style="list-style-type: none"> • Current employment must be equal to or greater than 90 days. • Cumulative gap in employment must be no more than 60 days during the past 2 years - for more than 2 jobs - and 90 days gap will be allowed if there have only been 2 employers in 2 years. • Only 4 total jobs are allowed during the past 2 years, without an exception request approved. <p>FHA Streamlines</p> <ul style="list-style-type: none"> • Current employment information is required on the loan application. • Self employed borrowers must provide a CPA Letter or Business license. • For retired borrowers or borrowers receiving social security we will accept a letter of explanation. • A verbal VOE will be performed prior to the loan closing and at funding. • If the borrower(s) have been in the subject property for 24+ months AND have no mortgage lates (subject property), then we will not consider unrelated mortgage lates (other properties) in underwriting. • If the borrower(s) have been in the subject property for less than 24 months and/or have any mortgage lates (subject property), we will consider unrelated mortgage lates (other properties) in underwriting. Having worse than a 60 day unrelated mortgage late would disqualify the borrower(s).

<p>UNDERWRITING (CONTINUED)</p>	<p>Tax Transcripts</p> <ul style="list-style-type: none"> As part of Direct Mortgage's firm commitment to quality, it is necessary for us to execute form 4506-T on ALL loans, including salaried borrowers and wage earners. To avoid unnecessary delays in the processing of your loans, please make sure form 4506-T is uploaded into Scanned Images at the time of submission. Form 4506-T must be signed and dated within the last 60 days. Tax transcripts are required for the current year if the tax return income is used to qualify (i.e.; self employed borrowers, dividend income, etc). Tax extensions are not allowed. A filed tax extension is okay if a wage earner. <p>Broker Compensation</p> <ul style="list-style-type: none"> Max Broker Compensation is 4% of the loan amount. When the broker compensation exceeds 2.5% management approval is required and a second appraisal may be required. When the Real Estate Broker Compensation exceeds 6.5% management approval is required and a second appraisal may be required. <p>Departure Residences - Policy regarding departure residences when they are mobile homes.</p> <ul style="list-style-type: none"> Whether the borrower owns the land or pays lot rent, rental income may never be considered when the departure residence is a mobile home. If the borrower is moving out of a mobile home and owns the land, an appraisal or AVM must be provided to verify that they are not upside down in value and mortgage. If the borrower is moving out of a mobile home and pays lot rent, no appraisal or AVM is required. However, we must verify the amount of lot rent and hold it against them as a net rental loss. <p>Additional Requirements</p> <ul style="list-style-type: none"> Repair escrows are only allowed on program 6199. All NAL and Identity-of-Interest transactions where buyer and seller are related will require a copy of the seller's payoff and mortgage history. Whenever a non-occupant co-borrower is present, the occupant borrower's housing ratio cannot exceed 55%. <p>Debts paid off at (or prior to) closing:</p> <ul style="list-style-type: none"> Revolving and installment debt paid off prior to the date of the loan application and credit report does not need to be included in the debt to income ratios. However, funds used to pay these items may need to be sourced and seasoned. Here is our policy regarding debts paid after the date of the loan application: <ol style="list-style-type: none"> Purchase & Rate/Term Loans: <ol style="list-style-type: none"> Revolving debts may not be paid off or paid down in order to qualify. Installment loans may not be paid down in order to qualify. Installment loans may be paid off in order to qualify. A borrower may not use gifts funds to pay off an installment loan in order to qualify. Cash-out Loans: <ol style="list-style-type: none"> Revolving debts may be paid off in order to qualify, as long as they are paid through closing using loan proceeds. Installment loans may not be paid down in order to qualify. Installment loans may be paid off in order to qualify. They may be paid off with borrower funds or loan proceeds. A borrower may not use gift funds to pay off an installment loan in order to qualify. <p>Self Employed Documentation Requirements</p> <ul style="list-style-type: none"> Self employed borrowers will need to provide tax returns on April 16, 2010. January 1, 2010 through April 15, 2010, financial statements (profit/loss & balance sheet) along with Oct – Dec 2009 business bank statements will be required. <p>Non-Arms Length and Identity-of-Interest</p> <ul style="list-style-type: none"> Non-Arms Length and Identity-of-Interest transactions are NOT allowed when the occupancy type is second Home or Investment. Non-Arms Length and Identity-of-Interest transactions are NOT allowed when the seller has entered into a short sell agreement with the existing lien holder or when a bank is the seller and the buyer is related to the previous owner. Non-Arms Length and Identity-of-Interest transactions ARE allowed – on a case by case basis for primary homes. DMC does not allow "bailouts." <p>Properties previously listed for sale</p> <ul style="list-style-type: none"> DMC allows financing on properties recently listed for sale. However, the subject property listing must be removed, withdrawn or cancelled at least 1 day prior to the date of the loan application. Cash-out loans are limited to 70% LTV until the subject property listing has been removed, withdrawn or cancelled for a period of 6 months prior to the date of the loan application. Rate/term refinance loans are limited to 90% LTV until the subject property listing has been removed, withdrawn or cancelled for a period of 6 months prior to the date of the loan application.
<p>ARM PARAMETERS</p>	<ul style="list-style-type: none"> HUD offers FHA 1-Year, 3-Year, and 5-Year ARM loans under the same requirements as the fixed rate loan with the exceptions as provided in this section. The ARM is offered under the FHA 203(b) program. The ARM Plan ID numbers are listed below: <ol style="list-style-type: none"> The 1 Year ARM Plan number for Desktop Underwriter is 251 The 3/1 and 5/1 ARM Plan number for Desktop Underwriter is FHA HYBRID
<p>INDEX</p>	<ul style="list-style-type: none"> Weekly average yield on U.S. Treasury Securities, adjusted to a constant maturity of one (1) year.

INTEREST RATE CAPS	<ul style="list-style-type: none"> • Annual: One percent (1.00%) up or down, from the rate in effect during the preceding year. • Lifetime: Five percent (5.00%) up or down, from the rate on the note.
INTEREST RATE CHANGES	<ul style="list-style-type: none"> • After the initial interest rate change, the interest rate will be adjusted every 12 months on the Change Date by adding the Margin to the Index. The result is rounded to the nearest one eighth percent (1/8%). • The date of the each interest rate adjustment (change date) is shown on the note and security instrument. • Payments cannot change earlier than one (1) month after the change date.
MARGIN	<ul style="list-style-type: none"> • One, Three and Five Year ARMs: 2.25% <p>Note: Other margins may be offered. Refer to the Rate Sheet for additional information.</p> <p>First Adjustment Dates</p> <ul style="list-style-type: none"> • The first adjustment for the One (1) Year ARMs will be twelve (12) to eighteen (18) months after the first installment payment is due in order to permit pooling the mortgage for sale in the secondary market. GNMA allows four adjustment dates (January 1, April 1, July 1 and October 1). • The first adjustment for the Three (3) Year ARMs will be thirty-six (36) to forty-two (42) months after the first installment payment is due in order to permit pooling the mortgage for sale in the secondary market. GNMA allows four adjustment dates (January 1, April 1, July 1 and October 1). • The first adjustment for the Five (5) Year ARMs will be sixty (60) to sixty-six (66) months after the first installment payment is due in order to permit pooling the mortgage for sale in the secondary market. GNMA allows four adjustment dates (January 1, April 1, July 1 and October 1).

FHA 1 Year ARM

The following table shows FHA 1 Year ARM Change Dates. Each change date will occur annually (every 12 months) after the first change date.

Closing	Interest Starts Accruing	First Payment Date	First Interest Change Date	Maturity Date 30 Yr Term	Number of Months Until 1st change
12/2-01/1/09	01/01/09	02/01/09	04/01/10	01/01/39	15
01/2-02/1/09	02/01/09	03/01/09	04/01/10	02/01/39	14
02/2-03/1/09	03/01/09	04/01/09	07/01/10	03/01/39	16
03/2-04/1/09	04/01/09	05/01/09	07/01/10	04/01/39	15
04/2-05/1/09	05/01/09	06/01/09	07/01/10	05/01/39	14
05/2-06/1/09	06/01/09	07/01/09	10/01/10	06/01/39	16
06/2-07/1/09	07/01/09	08/01/09	10/01/10	07/01/39	15
07/2-08/1/09	08/01/09	09/01/09	10/01/10	08/01/39	14
08/2-09/1/09	09/01/09	10/01/09	01/01/11	09/01/39	16
09/2-10/1/09	10/01/09	11/01/09	01/01/11	10/01/39	15
10/2-11/1/09	11/01/09	12/01/09	01/01/11	11/01/39	14
11/2-12/1/09	12/01/09	01/01/10	04/01/11	12/01/39	16
12/2-01/1/10	01/01/10	02/01/10	04/01/11	01/01/40	15
01/2-02/1/10	02/01/10	03/01/10	04/01/11	02/01/40	14

FHA 3/1 ARM

Closing	Interest Starts Accruing	First Payment Date	First Interest Change Date	Maturity Date 30 Yr Term	Number of Months Until 1st change
11/2-12/1/08	12/01/08	01/01/09	04/01/12	12/01/38	40
12/2-01/1/09	01/01/09	02/01/09	04/01/12	01/01/39	39
01/2-02/1/09	02/01/09	03/01/09	04/01/12	02/01/39	38
02/2-03/1/09	03/01/09	04/01/09	07/01/12	03/01/39	40
03/2-04/1/09	04/01/09	05/01/09	07/01/12	04/01/39	39
04/2-05/1/09	05/01/09	06/01/09	07/01/12	05/01/39	38
05/2-06/1/09	06/01/09	07/01/09	10/01/12	06/01/39	40
06/2-07/1/09	07/01/09	08/01/09	10/01/12	07/01/39	39
07/2-08/1/09	08/01/09	09/01/09	10/01/12	08/01/39	38
08/2-09/1/09	09/01/09	10/01/09	01/01/13	09/01/39	40
09/2-10/1/09	10/01/09	11/01/09	01/01/13	10/01/39	39
10/2-11/1/09	11/01/09	12/01/09	01/01/13	11/01/39	38
11/2-12/1/09	12/01/09	01/01/10	04/01/13	12/01/39	40
12/2-01/1/10	01/01/10	02/01/10	04/01/13	01/01/40	39
01/2-02/1/10	02/01/10	03/01/10	04/01/13	02/01/40	38

FHA 5/1 ARM

Closing	Interest Starts Accruing	First Payment Date	First Interest Change Date	Maturity Date 30 Yr Term	Number of Months Until 1st change
11/02-12/01/08	12/01/08	01/01/09	04/01/14	12/01/38	64
12/02-01/01/09	01/01/09	02/01/09	04/01/14	01/01/39	63
01/02-02/01/09	02/01/09	03/01/09	04/01/14	02/01/39	62
02/02-03/01/09	03/01/09	04/01/09	07/01/14	03/01/39	64
03/02-04/01/09	04/01/09	05/01/09	07/01/14	04/01/39	63
04/02-05/01/09	05/01/09	06/01/09	07/01/14	05/01/39	62
05/02-06/01/09	06/01/09	07/01/09	10/01/14	06/01/39	64
06/02-07/01/09	07/01/09	08/01/09	10/01/14	07/01/39	63
07/02-08/01/09	08/01/09	09/01/09	10/01/14	08/01/39	62
08/02-09/01/09	09/01/09	10/01/09	01/01/15	09/01/39	64
09/02-10/01/09	10/01/09	11/01/09	01/01/15	10/01/39	63
10/02-11/01/09	11/01/09	12/01/09	01/01/15	11/01/39	62
11/02-12/01/09	12/01/09	01/01/10	04/01/15	12/01/39	64
12/02-01/01/10	01/01/10	02/01/10	04/01/15	01/01/40	63
01/02-02/01/10	02/01/10	03/01/10	04/01/15	02/01/40	62