

Agency	Fannie Mae - DU Approval			Fannie Mae - DU Approval		
Finance Type	Purchase and Rate/Term Refinances			Cash Out Refinances		
Occupancy	Owner Occupied			Owner Occupied		
Term	Fixed Rate			Fixed Rate		
<p>¹High balance or transactions with non-occupant co-borrowers are limited to 95% LTV/CLTV/HCLTV</p> <p><u>Max CLTV/HCLTV is 97% regardless of secondary financing type</u></p>	Property Type	LTV, CLTV, HCLTV	Min Credit Score	Property Type	LTV, CLTV, HCLTV	Min Credit Score
	1 Unit	<u>97¹</u> (MH Advantage) 95 (standard)	<u>620</u>	1 Unit	65	<u>620</u>
	Second Home			Second Home		
	Fixed Rate			Fixed Rate		
	Property Type	LTV, CLTV, HCLTV	Min Credit Score	Property Type	LTV, CLTV, HCLTV	Min Credit Score
	1 Unit	90	<u>620</u>	Not Eligible		
	Investment Property			Investment Property		
	Fixed Rate			Fixed Rate		
	Property Type	LTV, CLTV, HCLTV	Min Credit Score	Property Type	LTV, CLTV, HCLTV	Min Credit Score
	Not Eligible			Not Eligible		
Maximum Loan Amounts	Current Guidance is available at: https://www.fanniemae.com/singlefamily/loan-limits					
COVID-19	<ul style="list-style-type: none"> Please refer to the following for all updates related to COVID-19: <ul style="list-style-type: none"> Fannie Mae COVID-19 resources including FAQs located at: https://www.fanniemae.com/portal/covid-19.html Updates to S/E VVOE: Effective for loan apps on or after April 14, 2020, the self-employed business must be validated as open and operating within 20 business days of the note For borrowers using self-employed income to qualify: refer to Fannie Mae LL 2021-03 Update 2.2.2022 for documentation requirements. PennyMac will continue to accept POAs in accordance with standard Fannie Mae. Please see standard guidelines Selling Guide Section B8-5-05 for complete information. Remote Online Notarization: <u>PennyMac is not accepting remote online notarization (RON) at this time.</u> Non-Del only: Borrowers who have experienced forbearance may be subject to additional review. Documentation confirming the change in circumstances may be required to support qualification 					

<p>Ability To Repay and Qualified Mortgage Rule</p>	<ul style="list-style-type: none"> • For loans subject to the ATR/QM rule, Pennymac will only purchase loans that comply with the ATR/QM requirements. <ul style="list-style-type: none"> ○ Note: Investment properties which are for business purposes (borrower does not intend to occupy for greater than 14 days in the year) are exempt from ATR/QM; however, such loans must meet agency eligibility requirements and are subject to the applicable points and fees threshold. ○ Investment properties are not eligible for manufactured homes. • Correspondents are responsible for providing evidence of compliance with the ATR/QM rules. • Clear itemization of fees and application of all credits that indicate paid by/to will be required on all loans. • See Seller Guide section "Ability to Repay and Qualified Mortgage Rule" under "Delivery Procedures" for more details.
<p>Age of Documents</p>	<ul style="list-style-type: none"> • For new and existing construction, credit documents must be no more than 4 months old on the date the note is signed, including credit reports and employment, income and asset documents. • Preliminary Title Policies must be no more than 180 days old on the date the note is signed.
<p>Appraisals</p>	<ul style="list-style-type: none"> • Full appraisal required. Manufactured Homes are not eligible for appraisal waivers. • Cost approach is required • Structural modifications or additions: <ul style="list-style-type: none"> ○ Inspection by a state agency to approve modifications is required, if the state requires such inspection. ○ If there is no state requirement, then the structural modification must be inspected and be deemed structurally sound by a third party who is regulated by the state and is qualified to make the determination. In all cases, the satisfactory inspection report must be retained in the mortgage loan file. • Standard <ul style="list-style-type: none"> ○ Minimum of 2 similar manufactured home comparables ○ Third comparable may be site built or modular home ○ Photos required, in addition to standard photos: <ul style="list-style-type: none"> ▪ HUD data plate, ▪ HUD certification label • MH Advantage: <ul style="list-style-type: none"> ○ Use MH Advantage comps when available <ul style="list-style-type: none"> ▪ Supplemental comps may be site built homes ○ Photos required, in addition to the standard photos <ul style="list-style-type: none"> ▪ MH Advantage sticker ▪ HUD data plate, ▪ HUD certification label, ▪ Site showing driveways, sidewalks, any detached structures. ▪ The presence of a driveway leading to the home (or to the garage or carport, if one is present). The driveway must consist of blacktop, pavers, bricks, concrete, cement, or gravel (gravel must have a minimum depth of four inches), and; ▪ The presence of a sidewalk connecting either the driveway, or a detached garage or carport, to a door or attached porch of the home. The sidewalk must consist of blacktop, pavers, flagstone, bricks, concrete, or cement. • If the HUD data plate cannot be obtained, a copy of the IBTS report is acceptable. • Accessory units are not eligible, B2-3-02. • Properties with evidence of commercial production of marijuana, including but not limited to grow rooms, or hydroponic equipment, are ineligible. • The property must be complete <u>when the loan is sold to Pennymac</u>

Assets	<ul style="list-style-type: none"> • Follow Fannie Mae guidelines for acceptable funds to close • Trade equity is an eligible source, see B5-2-03 for complete details.
Assignment of Mortgages	<p>All loans must be registered with MERS at time of delivery to Pennymac and a MERS transfer of beneficial rights and transfer of servicing right must be initiated by the Seller, to Pennymac Corp, LLC (#1009313), within 24-hours of purchase.</p>
AUS	<ul style="list-style-type: none"> • Desktop Underwriter with "Approve/Eligible" Findings is required. • Manual UW is not permitted. • Standard must select Manufactured Home or Manufactured Home: Condo/PUD in subject property type • MH Advantage must select MH Advantage in subject property type
Borrower Eligibility	<ul style="list-style-type: none"> • U.S. citizens • Permanent resident aliens, with proof of lawful permanent residence • Nonpermanent resident alien immigrants with proof of lawful residence • DACA recipients are eligible with proof of legal status, including but not limited to a valid Employment Authorization Document card. See Non-U.S. Citizen Documentation Requirements.
CEMA	<ul style="list-style-type: none"> • Refinance Only • eMortgages are ineligible • Lost Note Affidavits (LNAs) are not allowed for prior or current notes
Credit	<ul style="list-style-type: none"> • <u>Each borrower's representative credit score must be a minimum of 620 regardless of the DU eligibility assessment unless the below requirements for borrowers without a credit score are met</u> <ul style="list-style-type: none"> ○ All borrowers may have no credit score. Fannie Mae and DU requirements must be met. ○ See B3-5.4-01 for additional requirements. • A maximum of one credit bureau may be frozen with a DU accept. If the credit must be un-frozen, borrowers must unfreeze all bureaus, and the DU rerun with the updated credit. • Current Housing Payment, applicable when the payment for the primary residence for any borrower is not reported on credit (ex: renting primary and the subject is 2nd/NOO): <ul style="list-style-type: none"> ○ When the payment is not reported on the credit report, provide third party verification of payment amount. ○ If living rent free, a rent free letter from landlord or person obligated on lease required. • <u>Non-Del Only:</u> <ul style="list-style-type: none"> ○ <u>Installment debt must be paid in full to be excluded. Borrowers may not pay down installment debts to less than 10 months to exclude the debt for qualifying.</u> ○ <u>No more than two tax years may be on repayment plan</u>

Condominiums

- See B4-2 Project Standards in Fannie Mae's Seller Guide or <https://www.fanniemae.com/singlefamily/project-eligibility> for complete details on condos.
- Full review or PERS
 - Note: Pennymac will not submit for PERS approval.
- Projects in which the HOA is named as a party to pending litigation, or for which the project sponsor or developer is named as a party to pending litigation that relates to the safety, structural soundness, habitability, or functional use of the project are ineligible.
- Projects with pending litigation that involves minor matters with no impact on the safety, structural soundness, habitability, or functional use of the project, may be eligible if the litigation meets Fannie Mae's requirements for minor matters. See Fannie Mae Selling Guide Section B4-2.1-03 for details.
- Florida Condos are allowed in accordance with Fannie Mae requirements.
- See Pennymac Announcement 19-62 for additional documentation details. Lenders must provide all documentation used to verify the condo warranty type. This may include, but is not limited to:
 - Loan documentation with warranty type
 - HOA questionnaire
 - Copies of applicable insurance policies
 - Any additional documentation as required by the warranty type

Derogatory Credit

Derogatory Event	Waiting Period Requirements
Bankruptcy – Chapter 7 or 11	4 years
Bankruptcy – Chapter 13	<ul style="list-style-type: none"> • 2 years from discharge date • 4 years from dismissal date
Multiple Bankruptcy Filings	5 years if more than one filing within the past 7 years
Foreclosure	<ul style="list-style-type: none"> • 7 years • 3 years with documented extenuating circumstances (see section below) allowed subject to: <ul style="list-style-type: none"> ○ up to the lesser of 90% LTV/CLTV or the max LTV/CLTV per the eligibility matrix, ○ purchase of an OO, or ○ rate and term of any occupancy • If a mortgage debt was discharged through a bankruptcy, the bankruptcy waiting periods may be applied if the lender obtains the appropriate documentation to verify that the mortgage obligation was discharged in the bankruptcy. Otherwise, the greater of the applicable bankruptcy or foreclosure waiting periods must be applied.
Deed-in-Lieu of Foreclosure, Pre-foreclosure Sale (Short Sale), Mortgage Charge-Off	<ul style="list-style-type: none"> • 4 years • 2 years with documented extenuating circumstances, see Extenuating Circumstances below
All transactions require a DU Approve/Eligible regardless of which time frame for the derogatory event is met, standard or extenuating circumstances.	

<p>Disaster Policy</p>	<ul style="list-style-type: none"> • <u>PennyMac may require a post-disaster inspection when the appraisal occurred before the incident end date of the disaster. See PennyMac disaster policy located in the Seller's Guide for full details.</u> • <u>Non-Del Only: Disaster inspections may not be completed by the Lender. Acceptable inspection providers include, but are not limited to, the original appraiser or a post-disaster inspection company.</u>
<p>Documentation</p>	<ul style="list-style-type: none"> • Determined by AUS • When loan programs are combined (e.g. HomeReady and Manufactured Housing) the more restrictive of the guidelines applies. • LoanBeam income calculation is acceptable per Fannie Mae guidelines • All Fannie Mae specific requirements, in addition to Pennymac overlays, must be met. See B5-2 for additional requirements. • Non-Del only: <u>Handwritten Verification of Mortgages (VOM) or Verification of Rents (VOR) are not eligible</u> • Non-Del only: <u>VODs are not acceptable for asset documentation</u> • Private mortgages may be verified with cancelled checks or bank statements • Income or assets derived from the following sources are ineligible for qualifying: <ul style="list-style-type: none"> ○ The production or sale of marijuana ○ Bitcoin or other cryptocurrencies <ul style="list-style-type: none"> ▪ See Large Deposits section for documentation requirements on funds used for closing/reserves that originated from a cryptocurrency account. • Day 1 Certainty <ul style="list-style-type: none"> ○ Loans using Day 1 Certainty are acceptable. ○ Lenders must provide the third party vendor report used in the DU validation process. Pennymac will compare the vendor reference number and date to the DU messages. ○ When all of a borrower's income is validated by the DU validation service, the lender is not required to obtain a signed IRS Form 4506-C or tax transcripts for that borrower. • Current Housing Payment for Non-Occupant Borrowers and 2nd Home <ul style="list-style-type: none"> ○ Borrowers must document their current housing expense with one of the following when they do not currently own a primary residence: <ul style="list-style-type: none"> ▪ six months canceled checks or equivalent payment source; ▪ six months bank statements reflecting a clear and consistent payment to an organization or individual ▪ direct verification of rent from a management company or individual landlord; or ▪ a copy of a current, fully executed lease agreement and two months canceled checks (or equivalent payment source) supporting the rental payment amount. • Borrowers living rent-free must document their rent-free status. A rent-free letter from a third party may be acceptable.
<p>Down Payment Assistance</p>	<ul style="list-style-type: none"> • <u>Down Payment Assistance is allowed as long as the assistance is provided by a government entity or a non-profit organization that is affiliated with a government entity. Evidence of the terms and provider must be included in the loan file and must meet Fannie Mae requirements.</u> • Employer assistance is acceptable in accordance with Fannie Mae guidelines. • Loans with Community Seconds may be eligible up to 105% CLTV. Follow Fannie Mae guidelines, <u>second must be from government entity or a non-profit organization that is affiliated with a government entity.</u>

Eligible and Ineligible Mortgage Products and Features

- Agency Fixed Rate: 10, 15, 20, 25, 30 Year. Cash Out Refinance: max loan term is 20 years
- ARMS are not eligible
- Loans with LTV/CLTV/HCLTV calculated using the "Affordable LTV" calculation are eligible for purchase subject to meeting all Fannie Mae requirements. See Fannie Mae Selling Guide B5-5.2-02 Loans with Resale Restrictions: Loan and Borrower Eligibility.
- HomeReady or RefiNow financing are eligible for purchase. See FNMA HomeReady or RefiNow Product Profiles for complete details.
 - When loan programs are combined (e.g. HomeReady and Manufactured Homes or RefiNow and Manufactured Homes), the more restrictive of the guidelines apply.
- HomeStyle Renovation or HomeStyle Energy are ineligible
- One time close construction ineligible.
- Escrow for taxes, insurance, and mortgage insurance are required above 80% LTV, (90% in CA), or as required by applicable state law.

Employment/Income Verification

- For salaried employees the verbal verification of employment must be completed within 10 business days prior to the note date.
- For self-employed borrowers the verbal verification of employment must be completed within 120 days prior to the note date.
- For borrowers in the military, a military Leave and Earnings Statement dated within 120 calendar days prior to the note date is acceptable in lieu of a verbal verification of employment.
- Mortgage Credit Certificates (MCCs) enable an eligible first-time home buyer to obtain a mortgage secured by his or her principal residence and to claim a federal tax credit for a specified percentage (usually 20% to 25%) of the mortgage interest payments.
 - When calculating the borrower's debt-to-income ratio, treat the maximum possible MCC income as an addition to the borrower's income, rather than as a reduction to the amount of the borrower's mortgage payment. Use the following calculation when determining the available income: $[(\text{Mortgage Amount}) \times (\text{Note Rate}) \times (\text{MCC \%})] \div 12 = \text{Amount added to borrower's monthly income.}$
 - For example, if a borrower obtains a \$100,000 mortgage that has a note rate of 7.5% and he or she is eligible for a 20% credit under the MCC program, the amount that should be added to his or her monthly income would be \$125 ($\$100,000 \times 7.5\% \times 20\% = \$1500 \div 12 = \$125$). The lender must obtain a copy of the MCC and the lender's documented calculation of the adjustment to the borrower's income and include them in the mortgage loan file.
 - For refinance transactions, the lender may allow the MCC to remain in place as long as it obtains confirmation prior to loan closing from the MCC provider that the MCC remains in effect for the new mortgage loan. Copies of the MCC documents, including the reissue certification, must be maintained in the new mortgage loan file.
- Housing Choice Voucher Homeownership Program income (commonly known as Section 8 for homeowners) paid via Housing Assistance Payments (HAPs) are an acceptable source of income. However due to operational constraints, transactions involving HAPs paid directly to the Servicer are ineligible for purchase by Pennymac. Transactions with HAPs paid directly to the borrower continue to remain eligible for purchase.

Employment Offers or Contracts

- Borrowers with employment beginning no more than 90 days after the note date are eligible when:
 - Purchase transaction, principal residence, one-unit property, the borrower is not employed by a family member or by an interested party to the transaction, and the borrower is qualified using only fixed based income.
 - Obtain and review the borrower's offer or contract for future employment. The employment offer or contract must
 - clearly identify the employer and the borrower, be signed by the employer, and be accepted and signed by the borrower;
 - clearly identify the terms of employment, including position, type and rate of pay, and start date; and
 - be non-contingent. Note: If conditions of employment exist, the lender must confirm prior to closing that all conditions of employment are satisfied either by verbal verification or written documentation. This confirmation must be noted in the mortgage loan file.
- Start date for employment is no more than 30 days prior to the note date:
 - Employment offer or contract required; and
 - Verbal Verification of employment that confirms active employment status
- Start date is no more than 90 days after the note date
 - Employment offer or contract only
- Document, in addition to the amount of reserves required by DU or for the transaction, one of the following:
 - Financial reserves sufficient to cover principal, interest, taxes, insurance, and association dues (PITIA) for the subject property for six months; or
 - Financial reserves or current income sufficient to cover the monthly liabilities included in the debt-to-income ratio, including the PITIA for the subject property, for the number of months between the note date and the employment start date, plus one. For calculation purposes, consider any portion of a month as a full month.
- Current income refers to income that is currently being received by the borrower (or coborrower), may or may not be used for qualifying, and may or may not continue after the borrower starts employment under the offer or contract.
- Current income may be used in lieu of or in addition to financial reserves. For this purpose, the lender may use the amount of income the borrower is expected to receive between the note date and the employment start date.
- If the current income is not being used for qualifying purposes, it can be documented by the lender using income documentation, such as a paystub, and no verification of employment is required.

Escrow Holdbacks

- Follow FNMA guidelines regarding reason, type of improvements, time to complete, quality, disbursements, and post-closing documentation.
- Post funding stip for 1004D confirming completion will be placed on loans where appraisal is "subject to" completion of improvements.
- Post funding stip for a final title policy endorsement that ensures the priority of the first lien will be placed on loans where the appraisal is "subject to" completion of improvements.
- A copy of the escrow agreement will be required to show how the escrow account will be managed and how funds will be disbursed.
- Non-Del: not allowed

<p>Extenuating Circumstances</p>	<ul style="list-style-type: none"> • Extenuating circumstances are nonrecurring events that are beyond the borrower’s control that result in a sudden, significant, and prolonged reduction in income or a catastrophic increase in financial obligations. • If a borrower claims that derogatory information is the result of extenuating circumstances, the lender must substantiate the borrower’s claim. Examples of documentation that can be used to support extenuating circumstances include documents that confirm the event (such as a copy of a divorce decree, medical reports or bills, notice of job layoff, job severance papers, etc.) and documents that illustrate factors that contributed to the borrower’s inability to resolve the problems that resulted from the event (such as a copy of insurance papers or claim settlements, property listing agreements, lease agreements, tax returns (covering the periods prior to, during, and after a loss of employment), etc.). • The lender must obtain a letter from the borrower explaining the relevance of the documentation. The letter must support the claims of extenuating circumstances, confirm the nature of the event that led to the bankruptcy or foreclosure-related action, and illustrate the borrower had no reasonable options other than to default on their financial obligations.
<p>Financing Concessions</p>	<ul style="list-style-type: none"> • Financing concessions for primary residences and second homes must be within the following allowable percentages: <ul style="list-style-type: none"> ○ 9% of value with LTV/CLTV ratios less than or equal to 75% ○ 6% of value with LTV/CLTV ratios greater than 75% up to and including 90% ○ 3% of value with LTV/CLTV ratios greater than 90% ○ The maximum financing concession for investment properties is 2% of value regardless of the LTV ratio • Value is the lesser of the sales price or appraised value
<p>Gift Funds</p>	<p>Follow Fannie Mae's guidelines for gift funds. See B3-4.3-04 and B5-2-03 for additional details.</p>
<p>High Cost / High Priced</p>	<ul style="list-style-type: none"> • <u>Pennymac will not purchase High Cost Loans</u> • Higher Priced Mortgage Loans (HPML) transactions are eligible for purchase. HPML guidelines require: <ul style="list-style-type: none"> ○ Establishment of an escrow account for taxes and insurance premiums on any transaction secured by a principal residence. ○ Must meet all applicable state and/or federal compliance requirements. ○ A prohibition on ARM loans with an initial fixed rate period of less than seven years (7/1 ARMs are eligible). <u>Note that ARMS are not currently eligible for manufactured homes.</u>

Land Value	Date of Land Purchase	Value of Land	Documentation Requirements
	More than 12 months preceding the loan application	The current appraised value	None
	12 or fewer months preceding the date of the loan application	The lesser of: <ul style="list-style-type: none"> • Sales price, or • Current appraised value 	Document the borrower's cash investment by obtaining: <ul style="list-style-type: none"> • A copy of the settlement statement • A copy of the warranty deed showing no outstanding liens against the property • A copy of the release of any prior lien
The borrower acquired the land at any time as a gift, inheritance, or other non-purchase transaction.	The current appraised value.	Obtain appropriate documentation to verify the acquisition and transfer of ownership of the land.	
Large Deposits	<ul style="list-style-type: none"> • Cryptocurrency/Virtual Currency may only be used as funds for closing and reserves if it has been exchanged into U.S. dollars and is held in a U.S. or state regulated financial institution. There must be sufficient documentation to verify that the funds originated from the borrower's cryptocurrency/virtual currency account. <u>Acceptable documentation to use those funds includes the following:</u> <ul style="list-style-type: none"> ○ <u>Documentation from Cryptocurrency exchange account verifying the borrower as the Legal Owner and not the nickname of the account, AND</u> ○ <u>Previous borrower bank statement showing funds going into the same Cryptocurrency exchange account that the large deposit came from, OR</u> ○ <u>1099-B/MISC from the same Cryptocurrency exchange account that the large deposit came from, plus the borrower's Tax Returns reflecting the 1099 gain/loss</u> 		

Loan Amount

- The loan amount may include the following costs:
 - cost of the manufactured home;
 - cost of the land;
 - the costs of construction, including
 - bona fide and documented transportation costs,
 - costs for site preparation, which may include the cost to remove an existing manufactured home and other outbuildings,
 - foundation,
 - establishing utilities,
 - all site improvements, and
 - dwelling installation at the site.
- Any personal property items (non-realty items) purchased in conjunction with the manufactured home must be deducted from the sales price and cannot be financed as part of the loan.
- The property must be completed when the loan is sold to Pennymac

Loan Purpose: Purchase

- Purchase
 - Purchase price may include bonafide and documented costs associated with transportation, site preparation, and dwelling installation at the site
 - LTV/CLTV/HCLTV calculated per below
 - >95% LTV requires at least one borrower to be a first time home buyer and at least one borrower must complete Fannie Mae's Framework homebuyer education on a purchase transaction with LTV, CLTV or HCLTV ratios > 95% when all borrowers are first time homebuyers. Please see Selling Guide Section B2-2-06 for complete details and exceptions.
 - Allowed only with MH Advantage
- LTV calculation applies to LTV, CLTV, and HCLTV as applicable.
- **Newly built manufactured home¹ that is being attached to a permanent foundation system in connection with a purchase transaction** will be based on the lower of:
 - the sales price of the manufactured home plus:
 - The lowest sales price at which the land was sold during that 12 month period if the land was purchased in the 12 months preceding the loan application date; or
 - The current appraised value of the land if the land was purchased more than 12 months preceding the loan application date.
 - The "as completed" appraised value of the manufactured home and land.

¹ **Non-Del only: not eligible**

- **Existing manufactured home that already exists on its foundation** will be based on the lowest of:
 - the sales price of the manufactured home and land;
 - the current appraised value of the manufactured home and land; or
 - if the manufactured home was built in the 12 months preceding the loan application date, the lowest price at which the home was previously sold during that 12-month period, plus the lower of:
 - the current appraised value of the land, or
 - the lowest price at which the land was sold during that 12 month period (if there was such a sale)
- **Existing manufactured home being sold to a consumer by a builder, developer, or manufacturer acting as a developer as part of a new or existing manufactured home subdivision**, the LTV ratio will be based on the lower of:
 - The sales price of the manufactured home and land, or
 - The current appraised value of the manufactured home and land.

Loan Purpose: Rate Term

- Limited Cash-Out/Rate & Term Refinance
 - RT to buy out owner's interest: Written agreement must be legible and signed/dated prior to or at application. All other Fannie Mae requirements must be met.
 - LTV calculation applies to LTV, CLTV, and HCLTV as applicable.
 - >95% LTV requires the lender to document the existing loan being refinanced is owned (or securitized) by Fannie Mae. Documentation may come from any of the following:
 - The lender's servicing system,
 - The current servicer (if the lender is not the servicer),
 - Fannie Mae's Loan Lookup tool, or
 - Any other source as confirmed by the lender.
 - A transaction is not eligible as a limited cash-out refinance if the borrower completed a cash-out refinance transaction with a Note date 30 days or less prior to the application date of a new refinance secured by the same property.
 - Pay off the outstanding principal balance of an existing personal property lien or first lien mortgage secured by the manufactured home and land (or existing liens if the home and land were encumbered by separate first liens);
 - Pay off the outstanding principal balance of an existing subordinate mortgage or lien secured by the manufactured home and/or land, but only if it was used to purchase the manufactured home and/or land;
 - Two close construction to perm¹ are eligible as rate and term refinances, to pay off an existing construction loan and documented construction cost overruns that were incurred outside of the interim construction financing. (These construction cost overruns must be paid directly to the builder at closing.)
 - Finance costs of construction;
 - Finance closing costs (including prepaid expenses); and
 - Provide cash back to the borrower in an amount not to exceed the lesser of 2% of the balance of the new refinance mortgage or \$2,000
- LTV calculation is the lowest of:
 - The current appraised value of the manufactured home and land; or
 - if the manufactured home was owned by the borrower for less than 12 months as of the loan application date and:
 - if the home and land are secured by separate liens, the lowest price at which the home was previously sold during that 12-month period plus the lower of the current appraised value of the land, or the lowest sales price at which the land was sold during that 12-month period (if there was such a sale);
 - if the home and land are secured by a single lien, the lowest price at which the home and land were previously sold during that 12-month period.

¹ **Non-Del only: not eligible**

Cash-Out

- **Maximum 20 year term**
- Borrower must own the manufactured home and land for a minimum of 12 months. If the manufactured home was installed after the land was purchased, seasoning when the manufactured home meets 12 months.
- Student Loan Cash-Out Refinances are eligible. Must meet Fannie Mae requirements. See Fannie B2-1.2 for complete details.
- 6 months seasoning required; measured from settlement date to disbursement date (time spent in borrower's majority-owned or borrower controlled limited liability corporation (LLC) included in seasoning), unless
 - the borrower that inherits or was legally awarded (by divorce, separation, or dissolution of a domestic partnership) the property, or
 - delayed financing is met.
- Fannie Mae's delayed financing provision is acceptable if all of the following requirements are met:
 - The new loan amount can be no more than the actual documented amount of the borrower's initial investment in purchasing the property plus the financing of closing costs, prepaid fees, and points (subject to the maximum LTV/CLTV ratios for the transaction).
 - The original purchase transaction was an arms-length transaction.
 - The borrower(s) may have initially purchased the property as one of the following:
 - a natural person;
 - an eligible inter vivos revocable trust, when the borrower is both the individual establishing the trust and the beneficiary of the trust;
 - an eligible land trust when the borrower is the beneficiary of the land trust; or
 - an LLC or partnership in which the borrower(s) have an individual or joint ownership of 100%.
 - The original purchase transaction is documented by the settlement statement, which confirms that no mortgage financing was used to obtain the subject property. A recorded trustee's deed (or similar alternative) confirming the amount paid by the grantee to trustee may be substituted for a settlement statement if a settlement statement was not provided to the purchaser at time of sale.
 - The sources of funds for the purchase transaction are documented (such as, bank statements, personal loan documents, HELOC on another property).
 - All other cash-out refinance eligibility requirements are met and cash-out pricing is applied.

Note for Delayed Financing: The preliminary title search or report must not reflect any existing liens on the subject property. If the source of funds to acquire the property was an unsecured loan or HELOC (secured by another property), the new HUD-1 must reflect that all cash out proceeds be used to pay down, if applicable, the loan (unsecured or secured by an asset other than the subject property) used to purchase the new property. Any payments on the balance remaining from the original loan must be included in the debt-to-income ratio calculation for the refinance transaction. Funds received as gifts and used to purchase the property may not be reimbursed with proceeds of the new mortgage loan.

Loan Purpose: Cash-Out

Intra-family purchases as a means to obtain cash-out for the seller while avoiding cash-out qualifications and pricing are not eligible transactions. These types of transactions may seem to meet Agency guidelines, they are not bonafide purchase transactions and therefore not eligible for purchase by Pennymac. Unacceptable transactions of this type may have some or all of the following characteristics:

- Gift of equity from the seller
- Large amount of seller credits
- Family member remaining in the home and on title after the "purchase"
- Seller unable to qualify for a cash-out transaction of their own

Loan Purpose: Ineligible Transactions

<p>Mortgage Insurance</p>	<p>Acceptable MI Types:</p> <ul style="list-style-type: none"> • Borrower Paid Monthly • Borrower Paid Single Premium • Financed: Gross LTV cannot exceed program maximum • Split Premium • Lender Paid Single Premium • Reduced coverage <p>Unacceptable MI Types:</p> <ul style="list-style-type: none"> • <u>Lender Paid Monthly</u> • <u>Lender Paid Annual</u> • <u>Borrower Paid Annual</u> • <u>Any MI type not listed as acceptable</u> <p>For properties in NY</p> <ul style="list-style-type: none"> • To determine if MI is required on a purchase transaction, base the LTV calculation on the Appraised Value only instead of the lower of Appraised Value or Sales price. • When MI is required based on the above calculation, determine the level of MI required by using the standard LTV calculation (lower of Appraised Value or Sales price).
<p>Occupancy</p>	<ul style="list-style-type: none"> • Primary Residence – 1 units • Second Homes - 1-unit only <ul style="list-style-type: none"> ○ See Documentation section for when borrowers do not currently own a primary residence.
<p>Power of Attorney (POA)</p>	<p><u>An individual employed by or affiliated with any party to the loan transaction e.g. title insurer, settlement agent etc. is not eligible as a POA.</u></p>
<p>Property: Eligible Types</p>	<ul style="list-style-type: none"> • Multiple width manufactured home • All homes must be attached to a permanent foundation and legally classified as real property • The unit must not have been previously installed or occupied at any other site or location, except from the manufacturer or the dealer’s lot as a new unit. • Minimum of 12 feet wide and 400 square feet of gross living space • The unit must not have been previously installed or occupied at any other site or location, except from the manufacturer or the dealer’s lot as a new unit. • The towing hitch, wheels, and axles must be removed • Fee Simple land ownership only

<p>Property: Ineligible Types</p>	<ul style="list-style-type: none"> • <u>Single Width Manufactured Home</u> • Manufactured home NOT affixed to the land or not real property • Located in a mobile home park or other area where the borrower does not own the land • <u>Co-ops</u> • <u>Land trusts, including Community Land trust</u> • 2-4 units • Homes located on leasehold estates, unless located in a Fannie Mae-approved condo project <ul style="list-style-type: none"> ○ Note: Pennymac will not submit for PERS approval • Properties with accessory dwelling unit(s) • Properties that have been moved from a previously installed location
<p>Property Flipping Policy (Properties resold within 180 days of purchase)</p>	<ul style="list-style-type: none"> • <u>Properties that involve a re-sale that occurred within the last 180 days that have a non-arm's length relationship between the buyer and seller and an increase in value are prohibited.</u> Time frame is established by seller's date of acquisition as the date of settlement on the seller's purchase of that property and the execution of a sales contract to another party. • Lenders must pay particular attention and institute extra due diligence for those loans in which the appraised value is believed to be excessive or where the value of the property has experienced significant appreciation in a short time period since the prior sale. Pennymac believes that one of the best ways lenders can reduce the risk associated with excessive values and/or rapid appreciation is by receiving accurate appraisals from knowledgeable, experienced appraisers. • Pennymac recommends an additional value product to support the subject appraised value in instances of greater than 20% appreciation.
<p>Property: Maximum Number of Financed Properties</p>	<ul style="list-style-type: none"> • The loan must comply with Fannie Mae's limitations on the maximum number of financed properties. • Fannie Mae has imposed minimum credit score, reserves requirements. Refer to the Fannie Mae Seller Guide, section B2-2-03 for details.
<p>Property: Turn-key Investments</p>	<p><u>Purchase or refinance transactions involving turn-key investment, or other similar arrangements, are not eligible for purchase by Pennymac. Characteristics of a Turn-key property include but are not limited to:</u></p> <ul style="list-style-type: none"> • <u>The property seller is an LLC (or other entity) that purchases distressed properties and re-sells to borrowers at a non-distressed valuation.</u> • <u>Property seller or a related entity enters into an agreement to manage the property on behalf of the buyer including marketing, tenant screening, rent collection, maintenance, etc.</u> • <u>Buyer frequently lives out-of-the-area from the subject property.</u> • <u>See Pennymac Announcement 15-43 for additional details.</u>
<p>Ratios</p>	<p>The Maximum DTI is 50% with a DU Approve/Eligible.</p>
<p>Recently Listed Properties</p>	<ul style="list-style-type: none"> • The subject property must not be currently listed for sale. It must be taken off the market on or before the disbursement date of the new mortgage loan. Borrowers must confirm their intent to occupy the subject property (for principal residence transactions). • <u>If the property was listed in the prior 30 days to the application date, the Early Pay-off (EPO) provision will be extended to 1 year.</u>

Rental Income Calculation	<p>When the borrower has a history of owning rental property, net rental income or loss is calculated by:</p> <ul style="list-style-type: none"> • The lesser of the gross rent (minus a 25% expense factor) or the market rent established by the appraiser for properties not reflected on the borrower's tax returns. • When the property is reflected on the borrower's tax returns, analyze the borrower's cash flow and calculate the net rental income (or loss), making sure that depreciation or any interest, taxes, or insurance expenses were added back in the borrower's cash flow analysis. • The full PITI for the rental property must be factored into the amount of the net rental income or loss. • When the borrower does not have a history of owning rental property, follow the Fannie Mae requirements.
Reserves	<ul style="list-style-type: none"> • DU will determine the reserve requirements based on the overall risk assessment of the loan, the minimum reserve requirement that may be required for the transaction, and whether the borrower has multiple financed properties. • If the borrower owns other financed properties, additional reserves must be calculated and documented for financed properties other than the subject property and the borrower's principal residence. The other financed properties reserves amount must be determined by applying a specific percentage to the aggregate of the outstanding unpaid principal balance (UPB) for mortgages and HELOCs on these other financed properties. The percentages are based on the number of financed properties: <ul style="list-style-type: none"> ○ 2% of the aggregate UPB if the borrower has one to four financed properties, ○ 4% of the aggregate UPB if the borrower has five to six financed properties, or ○ 6% of the aggregate UPB if the borrower has seven to ten financed properties (DU only). • The aggregate UPB calculation does not include the mortgages and HELOCs that are on the subject property, the borrower's principal residence, properties that are sold or pending sale, and accounts that will be paid by closing (or omitted in DU on the online loan application). • Note: DU will also include in the UPB calculation open mortgages and HELOCs on the credit report that are not disclosed on the online loan application.
Seasoning	<p>Please refer to the Pennymac Seasoned Loan Policy located in the Pennymac Seller Guide for requirements and loan-level price adjustments.</p>
State Restrictions	<ul style="list-style-type: none"> • Texas 50 (a)(6) refinance mortgages are eligible with Pennymac Seller Approval: <ul style="list-style-type: none"> ○ <u>Fixed Rate</u> ○ Owner-Occupied, 1 unit only – Non-occupant co-borrowers may not be eligible on TX A6 loans. Correspondents are responsible for determining acceptability. Non-Del only: Non-occupant borrowers are not allowed on TX A6 loans. ○ Maximum 80% LTV/CLTV ○ 2% fee restriction in accordance with Texas Constitution ○ Full appraisal required ○ No new secondary financing ○ Loans must comply with Fannie Mae and Texas Constitution requirements ○ Power of Attorney allowed in accordance with Texas requirements.

<p style="text-align: center;">Tax Transcripts</p>	<ul style="list-style-type: none"> • <u>Tax transcripts for the most recent one year are required for all self-employed borrowers whose income is used to qualify. If only non-self-employed income is used to qualify, transcripts are not required.</u> • <u>When tax transcripts are provided, they must support the income used to qualify.</u> • A properly executed 4506-C is required for all transactions except: <ul style="list-style-type: none"> ○ Loan file contains tax transcripts, or ○ When all of a borrower's income is validated by the DU validation service (FNMA only). • <u>If tax transcripts are not available (due to a recent filing for the current year) a copy of the IRS notice showing "No record of return filed" is required along with documented acknowledgement receipt (such as IRS officially stamped tax returns or evidence that the return was electronically received) from the IRS and transcripts from the previous year.</u>
<p style="text-align: center;">Title Requirements</p>	<ul style="list-style-type: none"> • Title policy required. • ALTA Endorsement 7, or 7.1, or 7.2 required. • The Loan must be secured by both the manufactured home and the land on which it is situated, and both the manufactured home and the land must be legally classified as real property under applicable state law. • A closing protection letter is required if available. If not available, lenders must include a note in file documenting its unavailability. • See B5-2-05 for details on documenting the Certificate of Title and surrender, as applicable. • A mortgage, deed of trust, or security deed must be recorded in the land records and must identify the encumbered property as including both the home and the land. A manufactured home rider may be acceptable to meet this requirement. • Evidence the manufactured home is considered real property, including as applicable, but not limited to: <ul style="list-style-type: none"> ○ Evidence of no certificate of title, ○ Surrender of the certificate of title, ○ Certificate of title with the land ownership indicated ○ Affidavit of affixture • <u>Non-Del: Manufactured home power of attorney required unless an affidavit of affixation and evidence of vehicular title surrender is provided prior to final approval</u> • Loans with private transfer fee covenants are ineligible. Transfer fee covenants exempted from this requirement are fees paid to any homeowner associations, condominiums, cooperatives, and certain tax-exempt organizations that use such private transfer fee proceeds to benefit the property. Fees that do not directly benefit the property are subject to the above rule, and would disqualify mortgages on the property from being originated by Pennymac. (FHFA Final Ruling 12 C.F.R. Part 1228)
<p style="text-align: center;">Temporary Interest Rate Buydowns</p>	<p style="text-align: center;">Not allowed</p>
<p>Fannie Mae Manufactured Home Guidelines can be found in B5-2, B2-3-02, B4-1.4-01 Seller shall deliver loans that were originated in accordance with the Fannie Mae Single Family Selling Guide unless otherwise noted in the PNMAC Seller's Guide. <i>Pennymac does not discriminate in any aspect of a credit transaction on the basis of sex, gender identity or expression, sexual orientation, marital status, familial status, race, color, ethnicity, religion, national origin, age, handicap or disability status, income derived from public assistance, military status or the good faith exercise of rights under the Consumer Credit Protection Act.</i></p>	