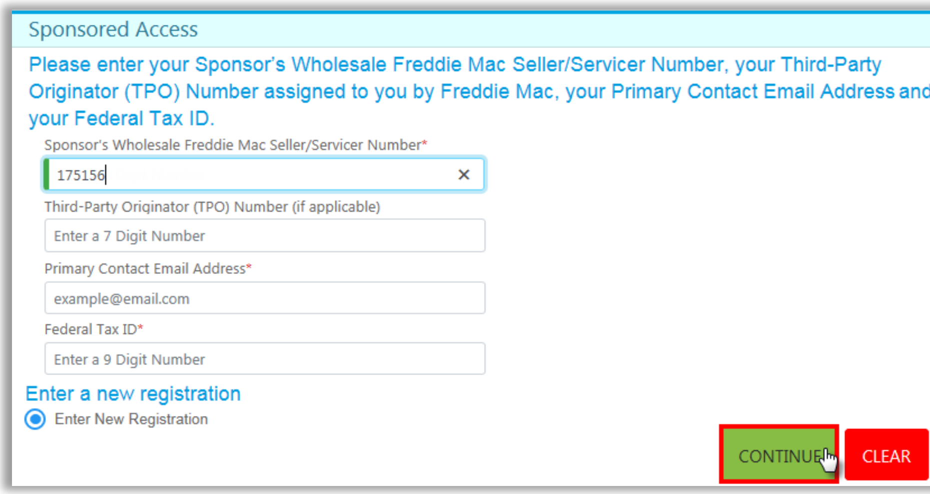
Freddie Mac Initial Setup and Submission

To submit loans to Loan Product Advisor (LPA) through The Hub, Brokers must participate in a sponsored relationship with Homebridge Financial Services (HBFS) and notify their credit agency once the LPA credentials are received. The following steps must be completed ***prior*** to LPA loan submission.

Request Third Party Originator (TPO) Sponsorship

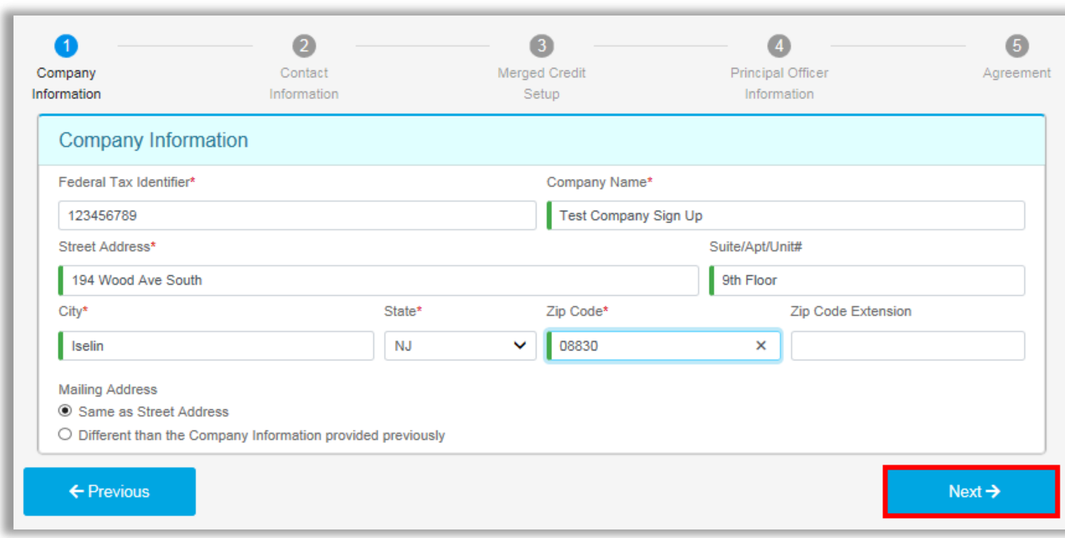
<table>
<tr><th>Step</th><th>Action</th></tr>
<tr><td>1.</td><td>Click https://www4.freddiemac.com/CRP/#/sponsoredAccess to register.</td></tr>
<tr><td>2.</td><td>

- Enter HBFS Seller/Servicer # **175156.**
- Complete all information on the page and click **Continue**.



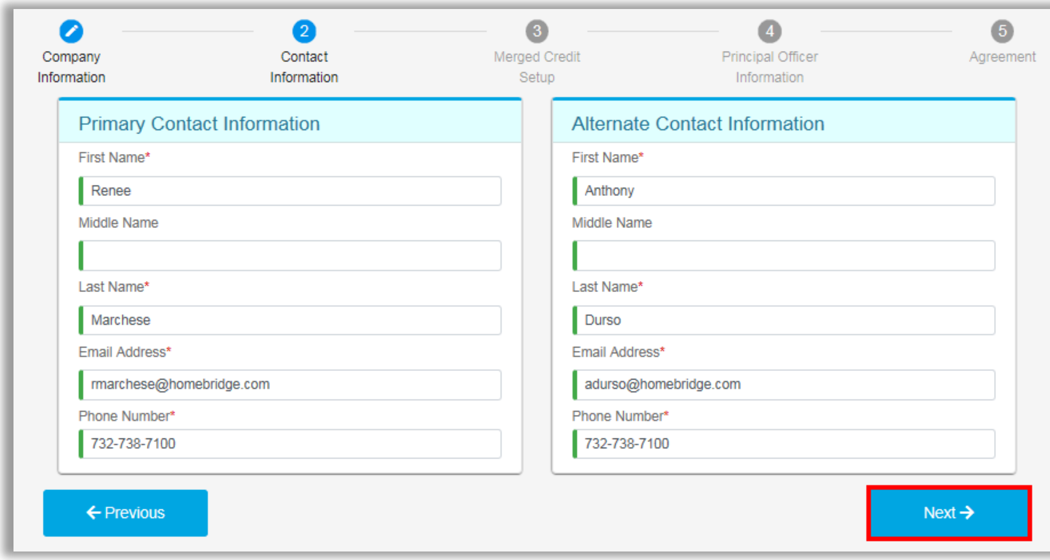
</td></tr>
<tr><td>3.</td><td>

Enter **Broker Company Information** and click **Next**.

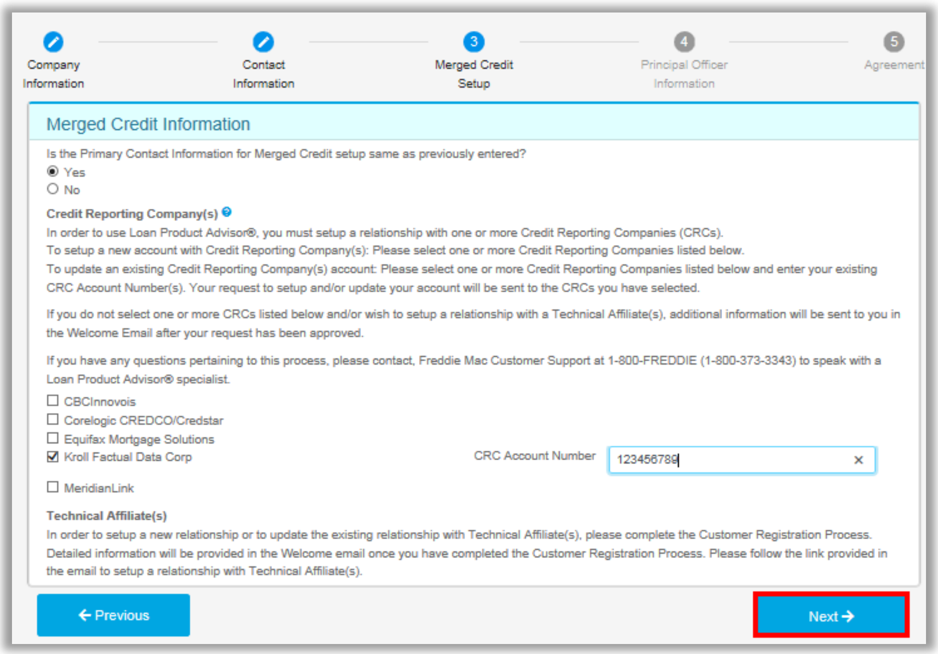


</td></tr>
</table>

<table>
<tr><th>Step</th><th>Action</th></tr>
<tr><td>4.</td><td>Enter a Primary Contact and an Alternate Contact, click Next.



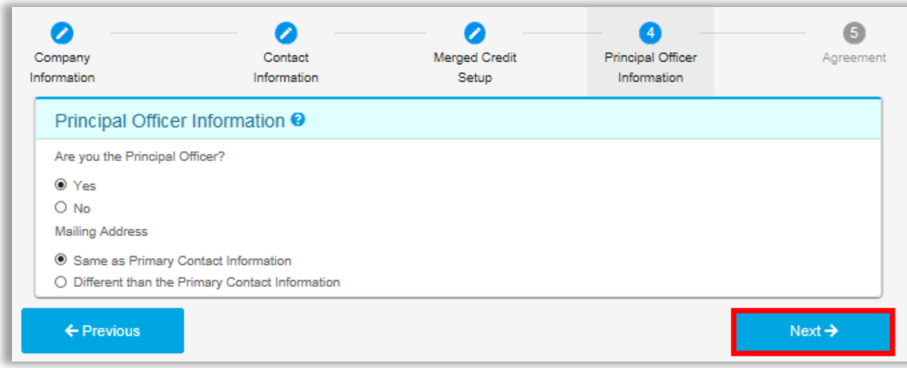
</td></tr>
<tr><td>5.</td><td>Complete the Merged Credit Setup, click Next.



Note: One of the five (5) listed credit vendors must be selected.</td></tr>
</table>

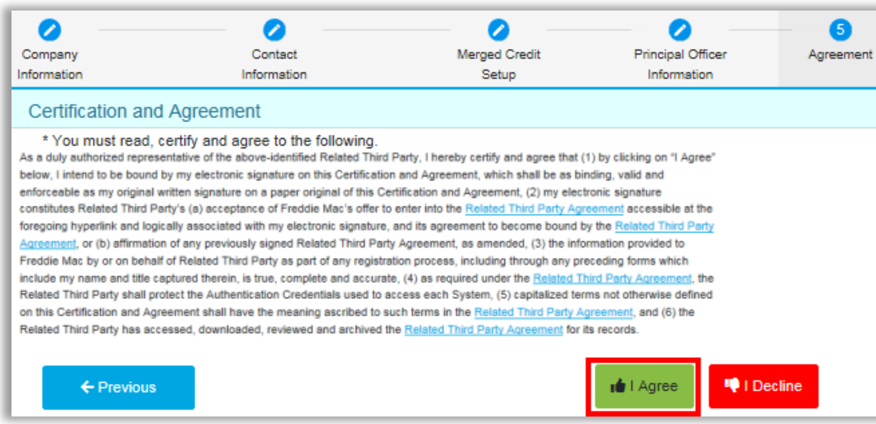
<table>
<tr><th>Step</th><th>Action</th></tr>
<tr><td>6.</td><td>

Enter the **Principal Officer Information**, click **Next**.

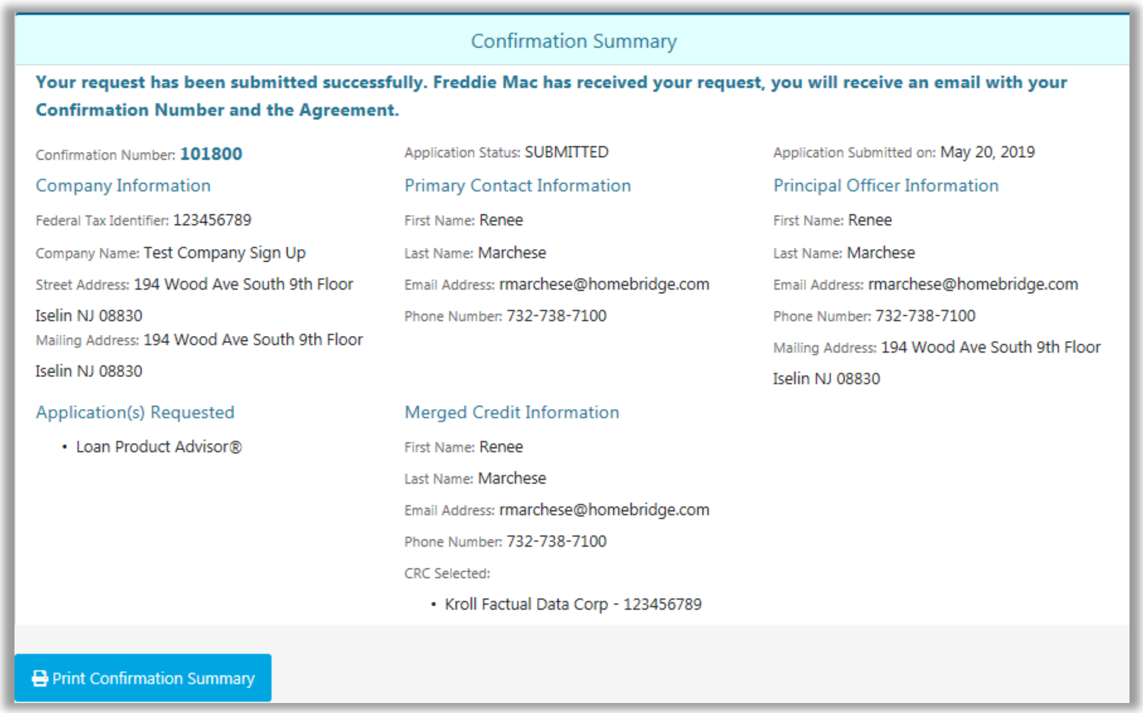


</td></tr>
<tr><td>7.</td><td>

Read the **Certification and Agreement.** If in agreement, click **I Agree** to continue.



</td></tr>
</table>

<table>
<tr><th>Step</th><th>Action</th></tr>
<tr><td>8.</td><td>A Confirmation Summary will appear. Broker will receive an email from Freddie Mac with the confirmation and a copy of the agreement.

</td></tr>
<tr><td>9.</td><td>After completion of registration, the Broker and REMN will receive a confirmation email (3-5 days) with new TPO ID and LP Password.</td></tr>
</table>

Notify Credit Agency

After a TPO ID and password are received, the Broker must contact their credit reporting company and ask that a LP account be set up for their TPO #.

Enter LPA Credentials

To submit to LPA from The Hub, go to the **Loan Processing→Automated Underwriting** screen.

Click the **Credentials** button and in the pop up enter:

- The new **TPO ID** and **Password**
- Select the **Credit Agency**
- Enter the credit **Reference #**
- Click **Ok**