

## FULL INCOME DOCUMENTATION (FULL DOC)<sup>2, 8, 9</sup>

1-4 Unit Primary Residence<sup>10</sup> ; 1-Unit Second Home; 1-4 Unit Investment Property<sup>7</sup>

**PRODUCT DESCRIPTION:** This program is designed for Borrowers who are not eligible for agency and prime credit jumbo loans. Income Documentation: Paystub & W-2 (1 YR and 2YR); 1YR and 2YR Tax Returns for Self-Employed; Asset Utilization

THIS IS A QUICK GUIDE FOR THE FULL DOC PROGRAM. REFER TO FULL GUIDELINES FOR ACCESS WHICH SUPERSEDE THIS DOCUMENT.

| Purchase and Rate/Term Refinance |                  |             |            |
|----------------------------------|------------------|-------------|------------|
| <=\$1,000,000 <sup>1</sup>       |                  |             |            |
| FICO                             | Owner Occupied   | Second Home | Investment |
| 740                              | 90% <sup>8</sup> | 85%         | 80%        |
| 720                              | 85% <sup>8</sup> | 85%         | 80%        |
| 700                              | 85% <sup>8</sup> | 85%         | 80%        |
| 680                              | 80% <sup>8</sup> | 80%         | 80%        |
| 660                              | 80% <sup>8</sup> | 80%         | 80%        |

| <=\$1,500,000 |                  |             |            |
|---------------|------------------|-------------|------------|
| FICO          | Owner Occupied   | Second Home | Investment |
| 740           | 85% <sup>8</sup> | 85%         | 80%        |
| 720           | 85% <sup>8</sup> | 85%         | 80%        |
| 700           | 85% <sup>8</sup> | 85%         | 80%        |
| 680           | 80%              | 80%         | 80%        |
| 660           | 80%              | 75%         | 75%        |

| <=\$2,000,000 |                  |             |            |
|---------------|------------------|-------------|------------|
|               | Owner Occupied   | Second Home | Investment |
| 740           | 85% <sup>8</sup> | 80%         | 80%        |
| 720           | 80% <sup>8</sup> | 80%         | 80%        |
| 700           | 80%              | 80%         | 80%        |
| 680           | 75%              | 75%         | 75%        |
| 660           | 75%              | 70%         | 70%        |

| <=\$2,500,000 <sup>6</sup> |                |             |            |
|----------------------------|----------------|-------------|------------|
|                            | Owner Occupied | Second Home | Investment |
| 740                        | 80%            | N/A         | N/A        |
| 720                        | 80%            | N/A         | N/A        |
| 700                        | 75%            | N/A         | N/A        |

| <=\$3,000,000 <sup>6</sup> |                |             |            |
|----------------------------|----------------|-------------|------------|
|                            | Owner Occupied | Second Home | Investment |
| 740                        | 75%            | N/A         | N/A        |
| 720                        | 75%            | N/A         | N/A        |
| 700                        | 70%            | N/A         | N/A        |

| Cash Out Refinance <sup>3, 4, 5, 9</sup> |                |             |            |
|--|----------------|-------------|------------|
| <=\$1,000,000 <sup>1</sup>               |                |             |            |
| FICO                                     | Owner Occupied | Second Home | Investment |
| 740                                      | 75%            | 75%         | 75%        |
| 720                                      | 75%            | 75%         | 75%        |
| 700                                      | 75%            | 75%         | 75%        |
| 680                                      | 75%            | 70%         | 70%        |
| 660                                      | 70%            | 70%         | 70%        |

| <=\$1,500,000 |                |             |            |
|---------------|----------------|-------------|------------|
| FICO          | Owner Occupied | Second Home | Investment |
| 740           | 75%            | 75%         | 75%        |
| 720           | 75%            | 75%         | 75%        |
| 700           | 75%            | 70%         | 70%        |
| 680           | 70%            | 70%         | 70%        |
| 660           | 70%            | 70%         | 70%        |

| <=\$2,000,000 |                |             |            |
|---------------|----------------|-------------|------------|
|               | Owner Occupied | Second Home | Investment |
| 740           | 75%            | 70%         | 70%        |
| 720           | 75%            | 70%         | 70%        |
| 700           | 70%            | 70%         | 70%        |
| 680           | 65%            | 65%         | 65%        |
| 660           | 60%            | 60%         | 60%        |

| <=\$2,500,000 <sup>6</sup> |                |             |            |
|----------------------------|----------------|-------------|------------|
|                            | Owner Occupied | Second Home | Investment |
| 740                        | 70%            | N/A         | N/A        |
| 720                        | 70%            | N/A         | N/A        |
| 700                        | 65%            | N/A         | N/A        |

| <=\$3,000,000 <sup>6</sup> |                |             |            |
|----------------------------|----------------|-------------|------------|
|                            | Owner Occupied | Second Home | Investment |
| 740                        | 65%            | N/A         | N/A        |
| 720                        | 65%            | N/A         | N/A        |
| 700                        | 60%            | N/A         | N/A        |

MATRIX FOOTNOTES

|                                       |   |
|---------------------------------------|---|
| <b>Footnotes</b><br>(Apply to Matrix) | <ol style="list-style-type: none"> <li>1. Minimum loan amount \$125,000</li> <li>2. Max DTI is 50%</li> <li>3. Max Cash-Out Refinance Limits:           <ul style="list-style-type: none"> <li>• For LTVs 60% and lower, unlimited cash-out funds</li> <li>• For LTVs &gt;60%, \$1M total cash-out funds</li> </ul> </li> <li>4. Loans using Asset Utilization are not eligible for Cash-Out Refinance</li> <li>5. See Texas Cash-Out Refinances a/k/a Texas Home Equity Loans section of the full guidelines for full details regarding Texas Home Equity Section 50(a)(6) eligibility.</li> <li>6. Loan amounts &gt;\$2MM require Credit Committee approval; NO EXCEPTIONS TO MAX LOAN AMOUNT</li> <li>7. Non-Warrantable Condo transactions limited to 80% max LTV</li> <li>8. Interest Only is capped at 85% LTV max with min 700 FICO</li> <li>9. Non-Permanent Resident Alien borrowers           <ul style="list-style-type: none"> <li>• Max 80% LTV</li> <li>• Purchase &amp; Rate-Term Refinances only; Cash-Out Refinance not eligible</li> </ul> </li> <li>10. 2-4 Unit Properties – Max 85% LTV</li> </ol> |
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GUIDELINES

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| <b>Credit Requirements</b>    | <p>Use the middle score of the primary income earner. A borrower's documented income may not be excluded to determine the primary income earner on a file. Borrowers with only one (1) bureau reporting are not eligible. Each borrower must have three trade lines and a credit history covering 24 months. One trade line must have been open and active within the last 6 months. At least one trade line must be seasoned for 24 months.</p>   |
| <b>Age of Documents</b>       | <p>Asset statements are generally valid for 120 days. Asset statements provided must cover at least 60 days. The title report/commitment/certification is valid for 60 days. The credit report is good for 120 days from report date to note date.</p>   |
| <b>Qualifying ARM Payment</b> | <p>Note that these requirements are superseded by any regulatory requirements such as HPML, unless exempt by definition.</p> <p><b>Fully-Amortized ARM Loans:</b> Qualified at the greater of the Note rate or the index plus margin, using the full term of the loan</p> <p><b>Interest Only Loan:</b> Interest-Only loans have a ten (10) year interest-only period and are fully amortized for the remaining term. The loan cannot be qualified at the interest-only payment.</p> <p>Determine a simulated fully amortizing payment for purposes of loan qualification based on the following:</p> <ul style="list-style-type: none"> <li>○ For 30-year loan – use a 20-year term and the Note rate* to simulate the qualifying payment</li> <li>○ For 40-year loan – use a 30-year term and the Note rate* to simulate the qualifying payment.</li> </ul> <p>*For IO ARMs, use the greater of the Note rate or fully-indexed rate (index + margin)</p> <p>Interest-Only loans will require a minimum 700 FICO .</p> <p>Interest Only is capped at max LTV of 85% or the max LTV defined by the eligibility matrix, whichever is less.</p>  |
| <b>Eligible Borrowers</b>     | <p>Eligible Borrowers include United States Citizens, Permanent Resident Aliens, Non-Permanent Resident Aliens, and First Time Home Buyers.</p> <p><b>Non-Permanent Resident Aliens</b> are eligible for Purchase and Rate-Term Refinance transactions only with a maximum LTV of 80%. Cash-Out Refinances are not eligible.</p> <p><b>FTHB Eligible with one of the following:</b> Document a 12-month rental history (documented via cancelled checks, paid by the borrower or an institutional VOR completed by a management company; private party/landlord VORs are not an acceptable form of documentation) within the 3 years prior to application showing 0x30. Payment shock cannot exceed 300%; if a FTHB is living rent-free or cannot document their 12mo housing history, the following eligibility criteria must apply in lieu of payment shock (80% max LTV, 680 minimum FICO, primary residence only, LOX from owner/leaseholder of borrower's current address verifying rent free status). Interest-Only is not eligible.</p> <p><b>Non-Occupant Co-Borrowers</b> are eligible for financing for a 1-unit property (SFR, Condo, PUD). To full blend income and assets, the max LTV must be reduced by 5% with a maximum of 75%. OR Occupant borrower contributes 5% of own funds to transaction if a purchase. Front end ratio not to exceed 60% HTI on all transactions. No reduction to LTV. Blend income to determine back end ratio, non-occupant co-borrower may contribute remaining funds to close and reserves.</p> |

**GUIDELINES**

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| <p><b>Ineligible Borrowers</b></p>   | <ul style="list-style-type: none"> <li>▪ Borrowers with diplomatic immunity</li> <li>▪ Borrowers without a social security number or a number that cannot be validated with the SSA.</li> <li>▪ Life Estate</li> <li>▪ Non-revocable trust – no exceptions</li> <li>▪ Guardianships</li> <li>▪ Borrowers previously convicted of mortgage fraud</li> <li>▪ Broker company employees and owners, except Full Doc transactions. If Full Doc, broker cannot represent him/herself in the transaction; also, a letter of explanation is required, and additional due diligence may be needed</li> </ul>  |
| <p><b>Eligible Properties</b></p>    | <ul style="list-style-type: none"> <li>▪ 1-4 unit attached and detached properties (Max LTV of 85% for 2-4 unit properties)</li> <li>▪ Attached and detached PUDs</li> <li>▪ Attached and detached Condos which are warrantable under Fannie Mae/Freddie Mac criteria.</li> <li>▪ Non-Warrantable Condos with one Non-Warrantable feature (see Non-Warrantable Condo section). Max 75% LTV. Pricing adjustments apply.</li> <li>▪ Properties with an Accessory Unit (ADU) must meet Fannie Mae/Freddie Mac criteria</li> <li>▪ TBD Properties (file must be resubmitted when property address is found – valid change of circumstance to add the property address is ineligible for this product).</li> <li>▪ Rural properties are eligible as primary residence or second homes only. Investment properties are not eligible. Must be primarily for residential use. Property must not be agricultural or provide a source of income to the borrower. Lot size and acreage must be typical for the area and similar to the surrounding properties. Present use as per the appraisal must be the highest and best use for the property. Maximum 75% LTV/CLTV.</li> </ul> |
| <p><b>Ineligible Properties</b></p>  | <ul style="list-style-type: none"> <li>▪ Acreage greater than 20 acres (appraisal must include total acreage)</li> <li>▪ Mixed Use Properties</li> <li>▪ Agricultural zoned property</li> <li>▪ Log Homes</li> <li>▪ Manufactured housing/Modular homes</li> <li>▪ Properties subject to oil and/or gas leases</li> <li>▪ Unique properties</li> <li>▪ Working farms, ranches, or orchards</li> <li>▪ Hobby farms</li> <li>▪ Co-ops</li> <li>▪ Condo units located in a condo hotel</li> <li>▪ Properties with a condition rating of C5 or C6</li> </ul>   |
| <p><b>Geographic Eligibility</b></p> | <p>The Access product suite is eligible in ALL states. No state subprime or equivalent allowed.</p> <p>Loans that fall under the definition of New York Subprime Home Loan are not eligible for the product.</p> <p>In the event an appraisal indicates a property is located in a declining market, a 5% LTV reduction will be applied.</p>   |
| <p><b># of Properties Owned</b></p>  | <p>Loan/Property restrictions per borrower are as follows:</p> <ul style="list-style-type: none"> <li>• Borrowers are collectively limited to eight (8) loans either issued or purchased by REMN/HBFS not to exceed \$10,000,000. If greater than four (4) loans, then REMN WS Credit Committee approval is required</li> <li>• Borrowers with &gt; 15 properties are not eligible for any second home or investment property transaction (purchase, rate/term, or cash-out). This is an aggregate based on all borrowers, and includes commercial properties and properties owned free and clear</li> <li>• Borrowers may have REMN/HBFS financing on a maximum of 5% of the properties in a condominium project. Condo project will require upfront validation with the Project Standards group to ensure maximum exposure in the project has not been reached.</li> <li>• For projects ≤ 10 total units, financing on a maximum of 1 unit is allowed</li> </ul>   |

GUIDELINES

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| <p><b>Pre-Payment Penalties</b></p>     | <p>Prepayment penalties may be placed on investment properties (all documentation types) where allowed and to the extent permitted by state and federal law. Except as otherwise specified or directed, the prepayment penalty placed shall be for a term of at least 1 year and permit the Borrower to pay down up to 20% of the original principal balance per 12 month period. Any pay downs (including complete payoff) which exceed 20% per year are penalized in an amount not less than six (6) months interest on the amount prepaid which exceeds 20% of the original principal balance, unless restricted by state/federal law. Any loan which has a prepayment penalty must be a business purpose loan as defined in 12 CFR 1026.3(a). This includes cash-out refinance transactions, where the cash-out proceeds must be used solely for business purposes. Prepayment penalties are available for terms up to five (5) years. Pricing implications may apply in the event that a PPP shorter than three years or no PPP is placed.</p> <p>Eligible states for PPP are AL, AR, AZ, CA, CO, CT, DC, DE, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MA, ME, MD, MO, MT, NC, ND, NE, NH, NV, NY, OK, OR, PA, SC, SD, TN, TX, UT, VA, VT, WA, WI, WY.</p>  |
| <p><b>Income</b></p>                    | <p>The income of each borrower who will be obligated for the mortgage debt must be analyzed to determine whether his/her income level can be reasonably expected to continue through at least the first three years of the mortgage loan. Income from other sources can be considered when properly verified and documented. All sources of income included in the loan qualification must be stable, with a reasonable expectation that at least the same level of income will continue for a minimum of three years. In no case can income be used for qualification if there is any knowledge or documentation indicating that the income will terminate within the first three years of the loan.</p>   |
| <p><b>Reserves</b></p>                  | <p>Loan amount up to \$1.5MM – 6 months PITIA<br/>         Loan amount above \$1.5MM up to \$2MM – 9 months PITIA<br/>         Loan amount above \$2MM up to \$3MM – 12 months PITIA<br/>         Other real estate owned – 2 months of each property's PITIA</p>   |
| <p><b>Gifts</b></p>                     | <p>A borrower of a mortgage loan may use funds received as a personal gift from an acceptable donor as a source of funds to close, closing costs, and funds to pay down debts. The gift donor must be a relative. A relative is any person related by blood, legal proceedings, marriage, or adoption and also includes a fiancé or domestic partner. Gift funds may not be used for reserves. The borrower must contribute 5% of the purchase price from their own funds, except as otherwise specified. A purchase of a primary residence with an LTV ≤80 does not require a borrower contribution, except as otherwise specified. Gift funds are eligible on primary, second, and investment properties. For second home and investment properties, the borrower must contribute 5% of the purchase price from their own funds if the LTV &gt; 75%. No minimum borrower contribution is required for LTV ≤ 75%.</p>  |
| <p><b>Maximum Seller Concession</b></p> | <p>On a primary or second home, 9% up to 75 LTV and 6% to 90 LTV. On an investment property, 3%.</p>  |
| <p><b>LLC Requirements</b></p>          | <p>An LLC is a non-corporate business whose owners actively participate in the organization's management and are protected against personal liability for the organization's debts and obligations. Domestic LLCs are eligible subject to the requirements below.</p> <ul style="list-style-type: none"> <li>• Investment property transactions only</li> <li>• Must be legal in the state in which the LLC is being formed</li> <li>• LLC must be formed in the same state where property is located</li> <li>• LLC must have been created to manage rental properties only</li> <li>• Title may be held in the LLC; however, the loan application must be made in the individual borrower's name.</li> <li>• All borrowers must sign the Deed of Trust/Mortgage as individuals and as authorized signors of the LLC.</li> <li>• No more than two (2) owners for an LLC; may be U.S. Citizen or Permanent Resident Aliens</li> <li>• Members of the LLC must be beneficial owners of the property</li> <li>• The operating agreement must provide the term of the LLC and the members authorized to encumber the LLC as guarantors. Organizational meeting minutes may be required if the operating agreement does not clearly identify the powers of the managing partners.</li> <li>• All owners of the LLC (no more than two) are borrowers on the transaction.</li> <li>• LLCs are acceptable in all lending areas and are limited to investment property transactions only</li> </ul> <p>(Continued on next page)</p> |

GUIDELINES

LLC Requirements (Cont.)

Documentation Requirements

- Articles of Organization
- Operating Agreement
- Unanimous Consent & Resolution to Borrow, which must include lender name, loan amount, and property address
- SS-4 Form listing tax ID Number
- Certificate of Good Standing from the applicable Secretary of State's office (print out from sec of state website not acceptable), dated within 60 days of the note date.

Appraisals

Appraisals may not be more than 120 days old as of the note date. All transactions require a new appraisal. Appraisals must be ordered through a REMN approved Appraisal Management Company.

**Determining Collateral Value**

Collateral valuations impact the determination of the loan-to-value ratios, as well as approval and identification of exceptions. Loans wherein the best usage is as a "tear down and replace" are not eligible. The methods for determining collateral value are different for purchase versus refinance transactions (see below). In instances where two full appraisals are completed, utilize the lower of the two.

*Purchase Transaction*

The collateral value is based upon the lesser of the sales price (minus concessions or excess contributions) or the appraised value.

*Refinance Transaction*

For properties owned less than 12 months as of the application date, current value may be used provided the value is supported both by appraisal and a CDA with a variance <=10%. If value not supported, use lesser of purchase price plus documented improvements or market value. If more than 12 months, use market value.

In instances where one appraisal is required, the CU and/or LCA score must be reviewed. If the CU and/or LCA score is less than or equal to 2.5, no additional appraisal review products are required unless otherwise specified. If the CU and/or LCA score exceeds 2.5 or there is no CU and/or LCA score, a CDA with a variance less than 10% is required. If the variance between the CDA and the appraisal is greater than 10%, a field review must be performed.

**NOTE:** The > 10% variance rule applies when the CDA variance is reflecting a lower value than the property appraisal. If the CDA variance is reflecting a higher value than the property appraisal, the property appraisal is fully supported, and a field review is not necessary.

If the value of the field review is within 5% of the value of the appraisal, utilize the lower of the two. If the value is outside of 5% of the appraised value, complete a second full appraisal. Loan amounts above \$1.5MM and up to \$2MM may not utilize the CU and/or LCA score in lieu of obtaining a CDA. In the event of two appraisals, the lower of the two values will be utilized and a CDA is not required unless otherwise specified in these guidelines.

**For each transferred appraisal, the following criteria must be met:**

- A copy of the appraiser's current license, to be independently verified by REMN WS
- A copy of the appraiser's current E&O Policy with sufficient coverage name the appraiser as insured
- If the appraisal is a transferred appraisal, the AMC must provide an assignment of appraisal to REMN WS. In lieu of this requirement the AMC's business license must be independently verified by REMN WS.
- The AIR certificate confirming compliance with Dodd-Frank AIR requirements
- A Collateral Desktop Analysis (CDA) with a variance between 0% and positive 10%, inclusive

**Appraisal Requirements:**

Up to and including \$1,500,000 – One Appraisal

Above \$1,500,000 – Two Appraisals

HPML Loan with a Flipped Property – Two Appraisals