



Transaction Type	Number of Units	Maximum LTV/CLTV/HCLTV	Credit Score
Limited Cash Out Refinance	1 Unit	97%	620

The following guidelines describes the eligibility, underwriting, and other requirements for the RefiNow option. All standard Selling Guide requirements apply unless otherwise indicated below. All provisions of Lender Letter LL-2021-03, Impact of COVID-19 on Originations, continue to apply.

Topic	Borrower Eligibility and Requirements for Existing and New Loan
Borrower Benefit	<p>The refinanced loan must provide the following benefits to the borrower:</p> <ul style="list-style-type: none"> • a reduction in interest rate of at least 50 basis points, and • a reduction in the monthly payment that includes principal, interest, and the mortgage insurance payment (if applicable)
Borrower Income Limit	<p>The borrower(s) income must be less than or equal to 100% of the applicable AMI limit for the subject property’s location.</p> <ul style="list-style-type: none"> • In determining whether a loan is eligible under the borrower income limits, the lender must consider the income from all borrowers who will sign the note, to the extent that the income is considered in evaluating creditworthiness for the new loan • The lender must use the same methodology in determining income eligibility for a RefiNow loan as they use in reporting “Monthly Income” in Loan Delivery. • https://ami-lookup-tool.fanniemae.com/amilookuptool/
Eligible Subordinate Financing	<ul style="list-style-type: none"> • New subordinate financing is only permitted if it replaces existing subordinate financing. • Existing subordinate financing: <ul style="list-style-type: none"> ○ may not be satisfied with the proceeds of the new loan, and ○ can remain in place if it is resubordinated to the new loan. ○ May be simultaneously refinanced with the existing first lien mortgage, provided that: <ul style="list-style-type: none"> ▪ The unpaid principal balance (UPB) of the new subordinate lien is not more than the UPB of the subordinate lien being refinanced at time of payoff, and ▪ There is no increase in the monthly principal and interest payment on the subordinate lien.
Existing Loan Eligibility	<ul style="list-style-type: none"> • Be a Conventional mortgage loan owned or securitized by Fannie Mae

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	<ul style="list-style-type: none"> • Not be subject to recourse, repurchase agreement, indemnification, outstanding repurchase demand, or credit enhancement (unless the new loan is also subject to the credit enhancement, or it's no longer required). • Not be an existing High LTV Refinance Loan, DU Refi Plus Loan or Refi Plus Loan.
New Loan Eligibility	<ul style="list-style-type: none"> • Be a fixed-rate loan • Have a maximum LTV, CLTV, and HCLTV as permitted per guidelines • Be a limited cash-out refinance with <ul style="list-style-type: none"> ○ Cash Out less than or equal to \$250. ○ Excess proceeds may be applied as a curtailment on the new loan • Have a loan limit that conforms to the general loan limits(High Balance loans are not eligible) • Have identical borrowers on the new loan as the existing loan. New borrowers cannot be added • One or more borrower(s) may only be removed if: <ul style="list-style-type: none"> ○ The remaining borrower(s) meet the payment history requirements and provides evidence that they have made at least the last 12 months of payments from their own funds, or ○ Due to the death of a borrower(evidence of deceased borrower's death must be documented in the loan file).
Occupancy And Property Types	<ul style="list-style-type: none"> • The new loan must be secured by a one-unit principal residence. • All eligible property types are permitted. • All project review requirements will be waived for properties located in a Condo or PUD project except that the lender must confirm the project is not a condo hotel or motel houseboat, timeshare or segmented ownership project. The lender must confirm appropriate property and flood insurance is obtained.

Topic	Underwriting and Documentation Requirements for the New Loan														
Documentation Requirements	<p>The following table describes the income documentation requirements.</p> <table border="1" data-bbox="604 337 1472 699"> <thead> <tr> <th data-bbox="604 337 869 358">Income type</th> <th data-bbox="869 337 1472 358">Minimum documentation requirements</th> </tr> </thead> <tbody> <tr> <td data-bbox="604 358 869 386">Base Pay (non-variable)</td> <td data-bbox="869 358 1472 386">The borrower's most recent paystub</td> </tr> <tr> <td data-bbox="604 386 869 483">Base Pay (variable) Tip, Bonus, Overtime Income Commission Income</td> <td data-bbox="869 386 1472 483">The borrower's most recent paystub and W2 covering the most recent one-year period</td> </tr> <tr> <td data-bbox="604 483 869 511">Military Income</td> <td data-bbox="869 483 1472 511">Military Leave and Earnings Statement</td> </tr> <tr> <td data-bbox="604 511 869 581">Self-employment</td> <td data-bbox="869 511 1472 581">One year personal and business tax returns, unless the terms to waive business tax returns are met in accordance with the <i>Selling Guide</i></td> </tr> <tr> <td data-bbox="604 581 869 651">Alimony, Child Support, or Separate Maintenance</td> <td data-bbox="869 581 1472 651">Copy of divorce decree, separation agreement, court order or equivalent documentation, and one month documentation of receipt</td> </tr> <tr> <td data-bbox="604 651 869 699">All Other Eligible Income Types</td> <td data-bbox="869 651 1472 699">Standard <i>Selling Guide</i> requirements apply</td> </tr> </tbody> </table> <p>The following additional documentation requirements apply:</p> <ul style="list-style-type: none"> • Verbal verification of employment (or self-employment) is required in accordance with the Selling Guide • Verification of funds to close are required. Acceptable asset documentation includes one recent statement (monthly, quarterly, or annual) showing asset balance. • Verification and consideration of recurring alimony and child support payments as a liability, if applicable, are required. Acceptable documentation includes a copy of the divorce decree, separation agreement, court order, or equivalent documentation confirming the amount of the obligation. 	Income type	Minimum documentation requirements	Base Pay (non-variable)	The borrower's most recent paystub	Base Pay (variable) Tip, Bonus, Overtime Income Commission Income	The borrower's most recent paystub and W2 covering the most recent one-year period	Military Income	Military Leave and Earnings Statement	Self-employment	One year personal and business tax returns, unless the terms to waive business tax returns are met in accordance with the <i>Selling Guide</i>	Alimony, Child Support, or Separate Maintenance	Copy of divorce decree, separation agreement, court order or equivalent documentation, and one month documentation of receipt	All Other Eligible Income Types	Standard <i>Selling Guide</i> requirements apply
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All Other Eligible Income Types	Standard <i>Selling Guide</i> requirements apply														
Maximum Loan Amount	\$647,250														
Maximum DTI Ratio	The DTI ratio must be less than or equal to 65%.														
Minimum Credit Score And Significant Derogatory Credit	<ul style="list-style-type: none"> • The loan must have a minimum representative credit score of 620 • The borrower must comply with all applicable waiting periods following derogatory credit events in B3-5.3-07, Significant Derogatory Credit Events – Waiting Periods and Re-establishing Credit. (Exception: The LTV ratio limitation that applies to a previous foreclosure is not applicable – standard LTV ratios are permitted. 														
Minimum Loan Amount	\$75,000														
Non-Occupant Borrowers	<ul style="list-style-type: none"> • Non-occupant borrowers are permitted. • A maximum LTV, CLTV, and HCLTV ratio of 95% applies to loans underwritten with DU and manually (CLTV ratio may be up to 105% when a Community Seconds® is being resubordinated) 														



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Payment History Requirements	<p>For the loan being refinanced, the borrower cannot have had:</p> <ul style="list-style-type: none"> • any 30-day mortgage delinquencies in the most recent six-month period, and • no more than one 30-day delinquency in months 7 through 12. <ul style="list-style-type: none"> ○ If the borrower has missed payments due to a COVID-19 forbearance, and those payments have been resolved in accordance with the temporary eligibility requirements for refinance transactions in LL-2021-03, then the missed payments are not considered delinquencies for purposes of meeting these payment history requirements. This will only apply for as long as the temporary policies remain in effect.
Underwriting Method	Loans must be underwritten with DU. DU will automate the identification of loan casefiles that appear to be eligible for RefiNow based on the borrowers listed on the loan application, the property address, qualifying income, and several other factors. Refer to the Release Notes for additional information.
Topic	Collateral Requirements
Property Valuation	<ul style="list-style-type: none"> • Standard property valuation requirements for an appraisal waiver or appraisal apply. • A \$500 credit will be provided to the borrower at closing if an appraisal was obtained for the transaction. <p>NOTE: The appraisal credit will be applied based on the delivery of Special Feature Code (SFC) 868 and data in the Loan Delivery file that indicates an appraisal was obtained for the transaction</p>
Topic	Other
Expiration	There is currently no expiration date for this refinance option. We will incorporate these policies into a future Selling Guide update
FNMA Look Up Tool	<ul style="list-style-type: none"> • https://www.knowyouroptions.com/loanlookup
Mortgage Insurance	<ul style="list-style-type: none"> • All Mortgage Insurance must be ordered through National MI
Special Feature Code	<ul style="list-style-type: none"> • All loans must be delivered with SFC 868 • If PIW is exercised, 801 SFC applies
Usage	The RefiNow option may only be used one time.
Topic	Standard LSM Conforming Overlays



Assets	<ul style="list-style-type: none"> • Internet Statements, obtained from financial institution’s website, must contain the same information found on a standard bank statement • VOD as stand-alone document not permitted unless obtained from a Third-Party Vendor
Electronic Signatures/eSigning	<ul style="list-style-type: none"> • eSigning is allowed for most documents; however, eSigning is <u>not</u> allowed for: <ul style="list-style-type: none"> ○ Note ○ Note Rider(s) ○ Notice of Right to Cancel ○ Security Instrument and Security Instrument Rider(s)
Ineligible Properties	<ul style="list-style-type: none"> • Co-Ops • Indian Leased Land • Property Flip of Non-Arm’s Length Transaction • Resale type Deed Restrictions • Solar Panels that affect first lien position
Manufactured Housing	<ul style="list-style-type: none"> • Singlewide MFD not allowed • Must meet all FNMA guidelines • No deed restrictions • No leased land • Max LTV 95%
Power Of Attorney (POA)	A POA may not be eSigned and must be specific to the transaction.
Social Security Number (SSN)	All borrowers must have a valid SSN.
Tax Transcripts	Required when tax returns are used to qualify borrower income
Underwriting Method	Manual Underwriting not allowed – all loans must receive DU Approve-Eligible findings
Unpaid Federal Tax Debt	<ul style="list-style-type: none"> • LSM considers all unpaid tax debt from prior years as delinquent, even if lien has not been filed; one monthly payment is required • Borrower with delinquent Federal Tax Debt is ineligible <p>NOTE: Record of Account can be used in lieu of canceled check or proof of electronic payment</p>