

| | Piggyback HELOC Purchase & Refinance Concurrent or Post-Close | |
|------------------------------|---|-------------|
| Occupancy | Primary Residence | Second Home |
| Maximum CLTV | 89.99% | 85.00% |
| Minimum FICO | 680 | 720 |
| Maximum DTI | 45% | 43% |
| Maximum Line Amount | \$500,000 | \$250,000 |
| Minimum Initial Draw | \$50,000 | |
| Maximum Combined Loan Amount | \$2,000,000 | |
| Tradeline Requirements | 1 Open / Active, with DU/LP Approval | |
| Non-Occupant Co-Borrower | Not Allowed | |
| Property Type | SFR (1 or 2 unit); PUD; Townhome; Condo | |
| Acreage Restrictions | No Acreage limit if Common to Market | |
| Max Properties Owned | Total of Three (3) Properties Owned by Borrower | |
| Loan Term | 10 Year Draw w/ I/O Payments / 20 Year Amortizing Repayment | |
| Qualifying HELOC Pmt. | Fully Drawn Line at Start Rate + 2.00%, Amortized Over 30 Year Term | |
| Eligible Geographies | All States Where Symmetry is Currently Accepting Submissions | |

* Min FICO requirement must be met by the Primary Wage-Earner's middle score, using Symmetry Lending's tri-merged credit report.

Symmetry Certainty: As part of Symmetry's commitment to **Service, Speed, and Simplicity**, the purpose of this document is to highlight certain Credit & Income details that generate common questions about nuances to our program. As a general statement, Symmetry's guidelines align with those of the Freddie/Fannie Agencies. **But please familiarize yourself with the information on these pages regarding some overlays and other important items specific to Symmetry, where it may not always align.**

Credit Guidelines:

Symmetry Credit Score: Symmetry will pull its own tri-merged credit report on each borrower when we receive your submission. The Symmetry mid-score for the Primary Wage-Earner must meet the minimums for each program.

Derogatory Seasoning: Symmetry follows FNMA guidance for seasoning requirements on Short Sale, Foreclosure, Deed in Lieu, and Bankruptcies. Please refer to FNMA selling guide.

Restrictions Following Derogatory Seasoning Period:

| | |
|--|---|
| Past due installment debt payments | No 30 days past due or greater in the past 4 years |
| Past due revolving debt payments | No 60 days past due or greater after date of discharge or completion of plan |
| Past due mortgage payments | No 30 days past due or greater in the past 4 years; AND No 60 days past due or greater after date of discharge or completion of plan |
| Public records for judgements, collections, or charge offs | None greater than \$1,000 in the past 4 years |
| Local, state, or federal Liens | None after date of discharge or completion of plan (includes paid and unpaid) |
| Public records for medical related items | No restrictions |

Credit Accounts with Modification, Deferment or Forbearance: Mortgage, home equity, installment, or revolving accounts that are reporting a modification plan, a payment deferral plan, or forbearance plan to the account will require additional documentation to determine what caused the action, if the plan is still in place, when the plan is ending, and if the borrower has shown a continued ability to repay. (Note: The requirements in this section do not apply to student loan accounts or loan modifications that were executed more than 3 years before the disbursement date of the new loan.)

The following documentation is required for each account reporting a modification, payment deferral, or forbearance plan:

- Letter of explanation for each account that is under a plan. The LOE must explain why the borrower needed the plan and what has changed since the plan started that will allow the borrower to make future payments as scheduled.
- Documentation that provides the details of each plan, including the start date, end date, and terms of the plan.
- Verification that payments have been made timely per the agreement both during and after the plan.

The loan request will not be approved if:

- The payment deferral plan, modification plan, or forbearance plan is still active.
- It has been less than 90 days since the plan ended AND the borrower did not make payments during the plan.
- The borrower has been late on or missed any payments since the plan ended

Recent Credit Inquiries: Symmetry requires all recent credit inquiries to be explained via LOX or Processor's Certification. Any new debt must be verified and factored into DTI ratios. Refer to FNMA Selling Guide.

Tradelin Requirements: All borrowers contributing income for qualifying must collectively meet these requirements:

Piggyback

For all Piggyback loans submitted with FNMA DU or FDMC LP approval, Symmetry has the following minimum tradelin requirements:

- One (1) tradelin reporting that is open, active, and current, **OR**
- One (1) tradelin reporting that was once open and paid as agreed for a minimum of five (5) years

For all Piggyback loans submitted **without** DP or LP approval, Symmetry will underwrite to the following tradelin requirements:

- One (1) tradelin reporting that is open for twenty-four (24) months and active within the most recent six (6) months;

AND

- Two (2) remaining tradelines that are rated for twelve (12) months and may be open or closed

OR

- One (1) tradelin reporting that is a paid-as-agreed mortgage for a minimum of twelve (12) months and is active within the most recent twenty-four (24) months; **AND**
- One (1) remaining tradelin that is open and active.

Maximum number of Borrower owned properties

- 3 properties owned is the maximum allowed in total between all borrowers on the loan application
- Owned Properties include: Primary Res., Second Homes, Vacation Homes, Lot/Land, Investment Properties
- Owned Properties exclude: Commercial Real Estate, Multifamily (5 or more units) Real Estate, Timeshares

Lien Position

- Second Lien Piggybacks only. First Lien HELOCs not allowed

Income / Employment / Debt Ratio Guidelines:

Income Calculations & Documentation: Symmetry follows Agency Income Guidelines (refer to FNMA Selling Guide) with limited overlays.

- **Non-Occupant Co-Borrower Income:** Not Allowed
- **Must Have 1 Paystub**
 - Dated no more than 60 days prior to the Symmetry submission date.
 - Must include all year-to-date earnings.
- **Self-Employed Income Calculation:** Symmetry will follow the FNMA letter to Lenders dated 6/11/2020 and the requirements that are laid out for calculating the income derived from Self-Employed businesses. For more information, please refer to [Bulletin #6](#).
- **Income Documentation:** When a Piggyback is submitted with DU or LP findings, Symmetry will follow the income documentation requirements outlined in those findings.
 - This includes FNMA Day 1 Certainty, when DU findings allow. For more information, please refer to the following two documents: [Bulletin #4](#), [Bulletin #7](#)
- **Rental Income Requirements**
 - Executed lease agreement with an initial duration of 12 months
 - Verification of deposit matching the monthly lease agreement **OR** verification of deposit of the security deposit on a newly executed lease.

****Symmetry will NOT accept Form 1007 or Form 1025 or any other rent schedule for rental income calculations**

- **Declining Income (S/E, Commission, Bonus):** Symmetry will typically use a 24-month average
 - If income is declining by > 20%, calculation will be based on the most recent 12-months earnings
 - If income is declining due to a one-time event (e.g. medical leave), income may be adjusted to exclude that time period. This is analyzed by Symmetry on an exception basis.
- **Qualifying Payment:** Symmetry uses applicable qualifying rates for payments on the 1st mortgage. Qualify for the Symmetry HELOC with a 30-year P&I payment, at the approved HELOC amount, at the Start Rate + 2.00%. Refer to Symmetry Pricing Guide for Start Rate.
- **Debt to Income Ratio:**
 - Primary Residence: Max 45.00% back-end DTI (No front-end DTI requirements)
 - Second Home: Max 43.00% back-end DTI (No front-end DTI requirements)
- **Tax Calculation:** Symmetry will use 1.25% for the standard Real Estate Tax calculation for new construction. Supporting documentation allowed to evidence lower tax rates.
- **Unallowable 1st Mortgage Types:** Symmetry will not follow 1st mortgages that have Interest-Only or Negative Amortization payment terms.
- **Installment Debts:** May be excluded from DTI calculation when 10 or fewer months remain.
- **Revolving Debts:**
 - Symmetry will NOT allow the use of assets to offset Revolving Debt
 - Symmetry will utilize 5% of the outstanding balance, for the monthly payment, when the Credit report does not show a payment or when the payment is marked as estimated
 - Symmetry can use current statements to validate the balance and payment if it is lower than what the credit report indicates
- **Alimony/Child Support Payments:** Payments must be included in DTI calculation as installment debt.
- **Mortgage Credit Certificates:** Symmetry will not allow these to be used as income.
- **Non-Resident Visa Requirements:**
 Acceptable documentation includes:
 - All qualifying Non-Permanent Resident Alien borrowers must hold a valid and eligible visa issued by the USCIS as evidence of lawful presence in the U.S. Additionally, Non-Permanent Resident Alien borrowers may be required to verify their ability to travel out of and return to the U.S. All Non-Permanent Resident Alien applicants must have a Social Security Number (SSN).
 - An Employment Authorization Card (EAD) by itself is not sufficient to document that a non-U.S. Citizen is legally able to reside in the United States. It is known as a "work permit" and is a document that provides its holder a legal right to work in the U.S. It is not the same thing as a green card.
 The following documents are not acceptable in lieu of a valid SSN as they do not evidence the applicant's right to earn income in the U.S.:
 - Individual Tax Identification Number (ITIN): Issued to an individual who is ineligible for a SSN and is used for tax purposes only. An ITIN is a 9-digit number, beginning with the number '9' and formatted like an SSN.
 - Matricula Consular Card: An identification card issued by the Mexican Consulate to individuals who are otherwise undocumented (no green card or valid visa). Matricula Consular Cards do not support legal residency in the U.S.
 - The following Visa Types are Ineligible for a Symmetry HELOC
 A-3; B-1; B-2; C-3 OPT; F-1; H-1C; I; J-1; K-1; M-1; M-2; O-2; P-1; P-2; P-3; Q-1; Q-2; R-1; U-1; U-2; U-3; U-4; U-5

Collateral Guidelines:

Appraisals / Bifurcated Appraisals / Desktop Appraisals: Symmetry Lending accepts full appraisals and bifurcated appraisals submitted by originating mortgage partners, subject to Symmetry Lending's Appraisal Desk Review. Desktop Appraisals must be ordered by Symmetry Lending. For more information, please refer to the following two bulletins: [Bulletin #3](#), [Bulletin #7](#)

- **Age of Appraisals / Bifurcated Appraisals / Desktop Appraisals:** Must not be older than 120- days at date of submission to Symmetry
 - Loan must be submitted less than 120 days from the date of the appraisal
 - Loan must close less than 150 days from the date of the appraisal
- **Bifurcated Appraisals & Desktop Appraisals (Interior and Exterior Inspection):**
 - Can be ordered by Symmetry when submitted with DU findings allowing PIW, or the appraisal is older than 120 days at submission.

- All Bifurcated Appraisals & Desktop Appraisals subject to Symmetry's Desk Review
 - Bifurcated Appraisals & Desktop Appraisals only allowed for Symmetry loan amounts less than \$250,000
 - **Condominiums:** Symmetry generally follows agency guidelines. Refer to FNMA Selling Guide.
 - Symmetry does not require Condo Questionnaire
 - **Ineligible Property Types:** Symmetry does not accept loans with collateral of the following types
 - 3-4 Unit Properties, Mobile Homes, Dome Homes, Earth or Berm Homes, Vacant Land, Non-Residential Homes, Income producing Properties, Condotels, Leasehold Estates, and Manufactured Homes that are single wide and / or built before 1976
 - Properties that are not typical to market with supporting comps
 - Symmetry does not have maximum acreage limitations
- Please Note: All properties must be typical to market with supporting comps utilized in the valuation**

Closing Costs/Fees:

- **Lender Origination Fee:** \$325.00 (Except in New Jersey)
- **Lender Application Fee:** \$325.00 (New Jersey Only)
- **JR Title Fees:** for HELOCs greater than \$250k
- If HELOC request is **greater than \$250K** a full appraisal will be required at market determined cost. The cost of the appraisal will be paid by the borrower in place of the BPO fee
- **Recording Fees**
- **Third-Party Fees**
- **Appraisals / Bifurcated Appraisals / Desktop Appraisals**, when ordered by Symmetry, will be charged to the borrower.
- **Broker Processing Fee:** May be charged by Mortgage Company/Broker for origination and/or settlement services actually performed in conjunction with a HELOC (\$500 for loans greater than or equal to \$100k; \$395 for loans less than \$100k)

Please Note: In order for Symmetry to collect this fee on your behalf, you MUST notify Symmetry of this at the time of loan submission.

Symmetry Lending has listed the fees involved or provided a range of fees that are to be paid by the borrower. Some of the fees are not known or controlled by Symmetry Lending or are set by the market of the collateral location.

Symmetry Lending will utilize the 1st mortgage title work on HELOCs of \$250k or less when closed as a Piggyback.

Misc. Info / Helpful Tips:

- **Credit Union Membership:** In many cases, Symmetry's HELOC requires the borrower to obtain membership through one of Symmetry's partner credit unions. This membership is provided at no cost to the borrower. Please inform your clients that they may receive disclosures, membership forms, and other communications from Symmetry that involves a credit union.
 - **Power of Attorney:** If your loan is closing with a Power of Attorney, please contact your Symmetry loan coordinator early in the process. These POA's must be pre-approved.
 - **Mortgagee Clause:** Please find our Mortgagee Clause as follows:
 - Cenlar
 - ISAOA/ATIMA
 - PO Box 202028 Florence SC 29502
 - **Servicing Statements:** Please inform your borrowers that their statements will come from Cenlar, as they are the sub-servicer for Symmetry Lending. A detailed first-payment letter is included in every closing package.
 - **Loan Servicing Questions:** Should your borrowers need customer service for their Symmetry loan, they can contact Cenlar directly at: (855) 839-6470 (or) customerservice@loanadministration.com
 - **Payment Due Dates:** Payments are due on the 5th of the month; Billing Cycle ends on the 10th of the prior month.
- FAQ:** Please find answer to many Frequently Asked Questions at our website:
<http://symmetrylending.com/mortgage-professionals#faq>

More Information

Symmetry Lending is dedicated to providing our industry leading **Service, Speed and Simplicity** to you at every step. For more information about our Credit and Income Guidelines, please speak with your local area manager by going online to symmetrylending.com/areamanager

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