

Submit this Eligibility Review Submission Form along with the documents outlined below. All loans must be fully processed to AUS findings (see below requirements). Loan submissions missing required documents will not be reviewed until all required documents have been received. Reviews performed by Pennymac are only to evaluate secondary marketing purchase eligibility. They are not, nor should they be interpreted as a credit decision or loan approval.

Contact and Loan Information

Main Contact Name:_____ Email:_____

Phone Number:_____ Borrower Name:_____

Property Address:_____ Closing Date:_____

Required for Initial Submission

***These items MUST be uploaded in order to avoid a delay in the underwriting process**

DU/DO/LP (Approve/Eligible)

- **AUS Findings must be in 'Final' status and not Interim**
- **Select Pennymac Loan Services LLC**
- **IMPORTANT- Selecting "Pennymac Loan Services, LLC TPO NEW" is for broker transactions ONLY Selecting on a Non Delegated file will result in delays**

Complete Initial Signed and Dated 1003/1008 (Signed by Borrower and Loan Officer)

Credit Report for All Borrowers to Match AUS

Verification of Income for All Borrowers as Required by the AUS (YTD Pay Stubs, W2's, WVOE, etc.)

Verification of Assets as Required by the AUS (2 months Bank Statements)

Purchase Agreement, Fully Executed & Initialed by all Parties (If Applicable)

Additional Documentation

Preliminary Title Report (24 month chain of title)

Appraisal Report

UCDP SSR FNMA/FHLMC Documentation

LOE for derogatory credit, employment gaps, or debts to be excluded from DTI

Mortgage Insurance Certificate (If applicable)

Escrow Instructions (If applicable)

IRS transcripts (self-employed borrowers only)

Proof all mortgages paid current through the funding month (Prior to Funding)

Verbal VOE (Refer to Product Profiles for Requirements)

Power of Attorney or Trust/Trust Certification as applicable

