

# **PENNYMAC<sup>®</sup>** **Jumbo Non-Delegated Eligibility Submission Form** TPO

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

### **\*Please Upload the Following Items to Avoid a Delay in Underwriting**

DU/DO/LP (Approve/Ineligible or Accept/Ineligible for Loan Amount Only)

•**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**

Credit Report for All Borrowers to Match AUS

Complete Initial Signed and Dated

1003/1008 (Signed by Borrower and Loan Officer)

Income Documentation as per AUS (Refer to Product Profile for overlays)

Verification of Assets as Required by AUS (Refer to Product Profile for Overlays)

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

Payoff Demand (if Applicable)

## Additional Documentation

Fully Executed 4506 C

Power of Attorney or Trust/Trust Certification as applicable

Condo Requirements- Refer to Fannie Mae/Freddie Mac

Guidance Based AUS Submission

Preliminary Title Report (24 Month Chain of Title)

Appraisal Report

Explanation/Documentation to Support/Source Large

Deposits

LOE for Derogatory Credit, Employment Gaps, or Omitted

Debts & Inquiry Letters Within 90 Days

**Personal Transcripts**

**Fraud Report (DataVerify, Fraudguard, etc)**

VVOE at Closing

Escrow Instructions (If Applicable) Proof

All Mortgages Paid Current Through

Funding Month

Insurance: Hazard, HO6/HO3, Flood,

Mortgage Insurance

## Jumbo Ineligible Transactions

- DTI greater than 50%
- Capital Gains Income is not an eligible source of income
- Manufactured Homes (including on-frame modular homes built on a permanent chassis)



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