

Announcement # 25-57

Date: May 19, 2025

Financial Statement and Officer's Certification Requirements

Correspondent Quarterly Officer's Certification

Correspondent mortgage companies are required to complete a quarterly officer's certification within 30 days of the request date.

The officer's certification serves as confirmation that the Client is in compliance with applicable law and warehouse covenants.

Financial Statement Delivery Requirements

All correspondents are required to provide audited financials within 120 days of the fiscal year end.

Interim financial statements are required within 30 days of each quarter end. More frequent reporting may be required.

You can submit the quarterly officer's certifications and financial statements via DocuSign or send them via email to pcgapproval@pennymac.com.

Please contact your Sales Representative with any questions.