

Be In Mortgage Tax ID Max-Trio Guidelines

Wholesale	
<p>Be In Mortgage Tax ID Max – Trio is a loan program designed to help immigrants achieve homeownership in the US.</p>	
<p>Worksheets</p>	<ul style="list-style-type: none"> • Tax ID Max-Trio FAQ's • Tax ID Max-Trio CD Contact Form • Tax ID Max-Trio HOA Compliance Tracking • Tax ID Max-Trio Home Inspection Acknowledgment • Tax ID Max-Trio Pre Approval Minimum Required Documents • Tax ID Max-Trio Assignment Addendum (State Specific) • Tax ID Max-Trio Assignment Addendum (All Other States)
Loan Requirements	
<p>Program Details</p>	<p>Offers 96.5% financing up to FHA loan limits.</p> <ul style="list-style-type: none"> • Customer signs loan documents (eSign ok) • 1st payment due at signing.
<p>Programs</p>	<p>Tax ID Max-Trio</p>
<p>Prepayment Penalty</p>	<p>Customer can refinance from equitable title into direct title.</p> <ul style="list-style-type: none"> • Prior to 36 months requires a 2% prepayment penalty
<p>Title Insurance</p>	<p>Preferred title insurance for the FHA loan (policies underwritten by):</p> <ul style="list-style-type: none"> • First National Title Insurance • First American Title Insurance (Choctaw only) • Westcor Land Title Insurance <p>Please note: Owner policies are not required.</p>
<p>DTI</p>	<p>Max DTI: 42% payment to income (PTI)/55% obligations to income (see below for exceptions)</p>
<p>DTI Modifiers</p>	<ul style="list-style-type: none"> • Self-employed/1099 Income <ul style="list-style-type: none"> o 38% Max PTI o 96.5% Max LTV • Current homeowner (rental income qualifies) <ul style="list-style-type: none"> o 38% Max PTI o 95% Max LTV • Bankruptcy, Foreclosure or Short Sale in last 3 years <ul style="list-style-type: none"> o 38% Max PTI o 96.5% Max LTV • No Credit Score with ITIN <ul style="list-style-type: none"> o 38% Max PTI o 96.5% Max LTV • Household income less than or equal to \$50,000 <ul style="list-style-type: none"> o 38% Max PTI o 96.5% Max LTV • Payment shock above 200% <ul style="list-style-type: none"> o 38% Max PTI o 96.5% Max LTV



	<ul style="list-style-type: none"> o Payment shock above 400%: 36% Max PTI, up to 96.5% LTV • If any combination of the above <ul style="list-style-type: none"> o Reduce PTI by 2% to 36% (or 34% if Payment Shock Above 400%) o 96.5% Max LTV
Cash Required by Borrower at Tax ID Max-Trio signing	<ul style="list-style-type: none"> • Borrower Paid Tax ID Max-Trio Fees = Closing Fee \$1,295 + Signing \$465 + Origination 0.75% of Purchase Price (paid by Customer at Be In Mortgage. agreement). • Admin fee of \$995, must be disclosed on FHA LE paid to “Land Home.” • Processing fee up to \$595. • Origination fee up to 2.5% on the FHA total loan amount. • FHA closing costs can be reduced with use of seller credit (up to 6%). • Proof of funds for cash to close required - depending on program selected: <ul style="list-style-type: none"> o Down payment (minimum 3.5% of the purchase price) + closing costs + 1 Payment in liquid reserves. • High balance \$726,300+, 5% down payment required: exceptions for over \$750,000 with 10% down. • 5% minimum down payment is required if the Customer currently owns a home. • Access Be In Mortgage Payment & Fees Calculator (Estimated) • Additional Requirements: <ul style="list-style-type: none"> o Liquidity: <p>No seasoning required; must be in the form of cash or cash equivalents (investments, stocks, bonds, cash deposits); may include earnest money deposits for the financed property; may be from gift funds with documented gift fund letter and proof of deposit. Excluded: cash value of life insurance, retirement assets, employer pension plans, non-liquid assets.</p> o Gifted Funds: <ul style="list-style-type: none"> ▪ Required to be documented with a signed letter from grantor and acknowledged with no repayment requirements by grantee. o Verification: <ul style="list-style-type: none"> ▪ Confirm through review of bank statements and/or investment statements
Homeownership Counseling	<ul style="list-style-type: none"> • First time homebuyer class from eHome America (https://www.ehomeamerica.org/thinktrio) • Borrower to pay for course, 12-month minimum post-purchase counseling class is required with costs to be paid by the applicant – current cost of \$234
Loan Amount	<ul style="list-style-type: none"> • Minimum: \$120,000



	<ul style="list-style-type: none"> • Maximum: FHA loan limit for the market area
Exceptions	<ul style="list-style-type: none"> • Certain exceptions may apply for applicants due to: <ul style="list-style-type: none"> ◦ Foreclosure, Short sale, Job Loss, Reduction in Income, Bankruptcy, Medical Hardship or Separation/Divorce • Exception regarding Foreclosure and Short sale: <ul style="list-style-type: none"> ◦ Revolving credit accounts open since event are in good standing (bills remained paid and on time) with the exception of the mortgage related to Foreclosure or Short sale. • A signed letter of explanation from the applicant must be provided explaining the reasons behind extenuating circumstances
Borrower Requirements	
Identification	<ul style="list-style-type: none"> • Two forms of government-issued ID <ul style="list-style-type: none"> ◦ One form must be a picture ID ◦ If not a US Citizen or Permanent Resident, please provide proof of ITIN documentation. • Expired identification not accepted
Borrower Eligibility	<ul style="list-style-type: none"> • 2 Borrowers max per application • U.S Citizens • Individuals or Inter Vivos (Living) Trusts • DACA ok • Non-U.S Citizens: <ul style="list-style-type: none"> ◦ Lawful Permanent Residents: <ul style="list-style-type: none"> ▪ Eligible with green card, requires a U.S. social security number. ◦ Non-Permanent Resident Aliens: <ul style="list-style-type: none"> ▪ Eligible with proof of employment and Individual Taxpayer Identification Number (ITIN) ◦ Borrower(s) with Diplomatic Immunity: <ul style="list-style-type: none"> ▪ Not eligible • Non-Occupant Co-Borrower Allowed: <ul style="list-style-type: none"> ◦ Must sign the loan documents as an additional guarantor. ◦ Income may be used for qualifying income. ◦ Occupancy is not required. ◦ Must have no interest in the transaction as a seller
Credit Requirements	
Credit	<ul style="list-style-type: none"> • 600 Minimum mid credit score from an Equifax (FICO Classic v5) report. Be In Mortgage will pull a soft credit report from Equifax (FICO Classic v5) to determine qualification. (See below for adjusters) <ul style="list-style-type: none"> ◦ 660 Minimum – Self-employment* or Customer that currently owns a home. <ul style="list-style-type: none"> ▪ Self-employed ITIN Borrower without a score OK ◦ 700 Minimum – High balance

	<ul style="list-style-type: none"> o Credit score rate tiers 600-639 (includes no score ITIN), 640-679, 680+ • No scores permitted with the following requirements: <ul style="list-style-type: none"> o Written verification of rental or mortgage payment history for the last 12 months as well as verification of two utility or medical payments with on-time payment history for the last 12 months. • No active bankruptcy, foreclosure, or short sale • Bankruptcy, foreclosure, or short sale permitted with the following requirements: <ul style="list-style-type: none"> o Eligible upon discharge or satisfaction o Must be recorded on credit report. • Tax liens, judgements permitted with the following requirements: <ul style="list-style-type: none"> o Borrower is eligible if settled or discharged and payment terms are documented in an agreement. • Student Loans: <ul style="list-style-type: none"> o o Must be in good standing and not in collections. For DTI, use the actual payments as stated on the credit report.
Debt Requirements	
Debt	<p>All debt obligations are per borrower (if tradelines are not joint)</p> <ul style="list-style-type: none"> • Standard Creditor: Include minimum payment as listed on credit report. <ul style="list-style-type: none"> • Tradelines: At least 1 active and current tradeline open for at least 12 months on credit report or credit supplement. <ul style="list-style-type: none"> o To be active & current, date of last payment must be within 90 days of the date the credit was pulled. <p>Or</p> <p>Verification of 1 current utility paid on time for 12 months.</p> <ul style="list-style-type: none"> o Accepted forms of utility tradelines include: auto insurance, internet, cell phone, electricity, water, sewer, trash, and gas bills o Can be verified through bank statements, credit supplement, or a rental history payment ledger if shown as a separate charge from rent charge. <ul style="list-style-type: none"> • Student Loans: If payment listed on credit, included in DTI. If deferred, not included. • Collections/Judgements: Include Payment if Listed, Amortized over 240 Months • Tax Liens: Include payment. • Charge-offs & Medical: Not included. • Delinquency: No unpaid collections or delinquent accounts
Income Requirements	




<p>Borrower's Income</p>	<ul style="list-style-type: none"> • No income or asset seasoning required. • No income limits • All income to be reviewed; income must be appropriate for described employment; utilize salary.com or other such resource to determine reasonableness for independent contractors. • W2 employee – Most recent W2, 60 days of most recent & consecutive paystubs, bank statements verifying deposits • 1099 or Independent Contractor: <ul style="list-style-type: none"> ○ Most recent year tax returns (1 year tax return required*) <ul style="list-style-type: none"> ▪ Most recent 1099 (if applicable) ▪ Current year to date P&L ▪ 3 Months Business Bank Statements (Personal is allowed if 1099 income is deposited) ▪ Business license ▪ Income is calculated on the current cashflow. <p>* If Borrower is unable to provide 1 year of tax returns, Borrower must complete a 4506-C and Be In Mortgage. will order tax transcripts.</p> <ul style="list-style-type: none"> • Self-employment: <ul style="list-style-type: none"> ○ Most recent year tax returns* <ul style="list-style-type: none"> ▪ Previous year personal and business tax returns required. * If Borrower is unable to provide 1 year of tax returns, Borrower must complete a 4506-C and Be In Mortgage. will order tax transcripts. ○ Prior Year and Current year to date P&L ○ 3 Months Business Bank Statements ○ Business license ○ Income is calculated on the current cashflow. <ul style="list-style-type: none"> ▪ Review income for reasonableness given job type. If self-employment is a continuation of similar job type from previous employment, treat as continuous employment. Where income has not been reported on tax returns, verify deposits from provided bank statements. <ul style="list-style-type: none"> • Relocation with new employment ok, Tax liens, judgements with payment plan ok • DACA/ITIN eligible with copy of ITIN letter and proof of employment • VOE form accepted with minimum most recent bank statement to verify income deposit. • New Employment less than 12 months: <ul style="list-style-type: none"> ○ 2 months paystubs, or
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	<ul style="list-style-type: none"> o Employment letter and most recent months paystubs if less than 2 months, and o Verification of payments to bank statement
Property/Housing Requirements	
Housing History	<ul style="list-style-type: none"> • Verification of 12 months of on-time housing payments <ul style="list-style-type: none"> o Cash receipts are not accepted. o Money orders are not accepted. o Rent paid with cash is not accepted due to its inherent inability to be verified. • If paid electronically, provide a customer payment ledger from a verifiable online property management system. If ledger does not suffice standards, bank statements may still be requested. <ul style="list-style-type: none"> o Ledgers from the following property management systems are accepted (but not limited to): Rent Manager, AppFolio, Yardi, Landlord Studio, Property ware, OneSite o Ledgers from QuickBooks and Stessa are not accepted o Trio may request verification of system if unclear from ledger • If not paid electronically, provide 12 months of bank statements (This includes payments made via check or mobile transfer providers such as Zelle, Venmo, etc.) • VORs/credit supplements + 3 months of bank statements verifying payments are accepted under the following conditions: <ul style="list-style-type: none"> o 700+ Credit Score <ul style="list-style-type: none"> ▪ Requires 5% down o Under 700 Credit Score – no score included <ul style="list-style-type: none"> ▪ Requires 10% down • 12 months payment history in good standing/on-time <ul style="list-style-type: none"> o No history of late payments, collections, or other rental violations in the most recent 12 months o No evictions in the most recent 24 months o No unresolved housing or utility collections o Housing payment needs to be documented changing hands/transferring to another party o Lot rent is an accepted form of rental history but 5% down required if retaining mobile home or trailer & rent shock guidelines apply depending on amount • Related Party Housing History <ul style="list-style-type: none"> o If 2 people are listed on the rental verification (related or not related), both must be on application unless verifiable that the applicant is the only one making rent payments • Mortgage <ul style="list-style-type: none"> o On-time payment history for the most recent 12 months documented on credit report



	<ul style="list-style-type: none"> o If no recent payment history, not eligible for this program. <ul style="list-style-type: none"> ▪ Eligible for Convertible Lease • Exception for COVID forbearance or gaps in employment with Link approval
Eligible Locations	<p>Nationwide program, excluding the following:</p> <ul style="list-style-type: none"> • Alaska, • New York City Metro Area (includes the 5 Boroughs), • Counties of Bergen and Hudson in New Jersey, • Coastal counties in Florida along the Atlantic seaboard (See Florida Map), and • Properties located in flood zones: https://msc.fema.gov/portal/home
Ineligible Areas	Miami-Dade, Broward, Palm Beach, St Lucie, Martin, Indian River, Key West.
Home Price	Up to the county area FHA loan limit.
Seller Credit	Up to 6%
Agent Comp	Real Estate Agents receive full compensation as included in the PSA
Eligible Home Types	<ul style="list-style-type: none"> • SFR • Condo • Townhomes • Manufactured <ul style="list-style-type: none"> o Year built 5 years to present. o Must meet FHA Guidelines o Double wide only <p>Requirements</p> <ul style="list-style-type: none"> • Must meet FHA qualifications and appraisal. • Max Acreage: 5 Acres
Ineligible Home Types	<ul style="list-style-type: none"> • Mobile Homes • Homes located in flood zones (Includes partial flood) • Leaseholds
Home Warranty	<ul style="list-style-type: none"> • Home Warranty must be included. Customer must obtain prior to closing (Should be for the life of the loan)
Home Inspection	<ul style="list-style-type: none"> • Other Home Inspection Provide is "OK", provide inspector this form.  Link Home Inspection acknowledgement and review guidance • Required Documentation: <ul style="list-style-type: none"> o A signed inspection acknowledgement form is required. o For C1-C2 condition ratings on FHA appraisals do not require any further action or documentation except for 1004D if required for 'subject to' conditions.

	<ul style="list-style-type: none"> ○ C3 and C4 condition ratings do not require any further action or documentation except for 1004D if required for 'subject to' condition. <ul style="list-style-type: none"> ▪ Except where other health and safety items have been identified in the inspection report or appraisal report. In this case, the action plan to resolve health and safety items in order to obtain Clear to Close could be requested. ○ C5 and C6 condition ratings do not qualify for financing and will be denied. Should the home be repaired and re-appraised at a better rating, they can be reconsidered. ● Roof inspection required for roofs over 10 yrs old/or appraisal condition rating of C3 or C4. Cert should state roof has a min 5 yr. lifespan ● Pest inspections required on all loans. Any active infestations must be cured prior to close and clean pest report required. ● If available, TPO Partner may select Be In Mortgage preferred inspection company. <ul style="list-style-type: none"> ○ BPG Inspections - https://www.bpginspections.com/
Homebuyer Payment Protection Plan (PPP)	<ul style="list-style-type: none"> ● https://www.appliedassurance.net/pricing-calculator ● HPP is an annual premium. The HPP will continue throughout the duration of the Seller Financing Agreement or until fully paid, and it will be disbursed through the escrow account. ● If closing prior to 3/15/24: The borrower will initially be charged for the first two (2) years. The initial cost (2 years) will be collected at the time of closing and will be listed on the Closing Disclosure. At the beginning of the second year, an additional amount will be added to the escrow account, covering the HPP amount for year 3. ● If closing 3/15/24 or after: The borrower will initially be charged for the first one (1) year. The initial cost (1 year) will be collected at the time of closing and will be listed on the Closing Disclosure. The monthly payment will include the HPP monthly program fee and subsequent years of premium are to be paid from this escrowed amount. ● To determine the monthly amount added to the Escrow payment, divide the annual premium by 12.
Renters Insurance	<ul style="list-style-type: none"> ● Customer is responsible for obtaining and maintaining rental insurance coverage throughout the Loan term. Customer is required to provide proof of coverage each year to loan servicer Be In Mortgage. <ul style="list-style-type: none"> ○ Coverage must be \$100,000 minimum liability
Purchase Contract	<ul style="list-style-type: none"> ● Purchase contract is standard (Customer is reflected as the Buyer). <ul style="list-style-type: none"> ○ Include the Assignment Addendum <ul style="list-style-type: none"> ▪ Assignment Addendum to Purchase & Sale (State specific: AZ, CO, FL, MD, TX, and VA):



	<ul style="list-style-type: none"> ▪ Tax ID Max-Trio Assignment Addendum ▪ Assignment Addendum to Purchase & Sale (All other states): ▪ Tax ID Max-Trio Assignment Addendum (All Other States) <p>Must contain contingencies for Inspection and Appraisal</p>
Number of Properties	<ul style="list-style-type: none"> • If the subject transaction is for a primary residence, there is no limit to the number of financed properties. • If the subject transaction is for an additional home, the number of financed properties is limited to 4, including the primary residence. • 3.5% minimum down payment is required if the Customer is a first-time homebuyer and/or renter. • 5.0% minimum down payment is required if the Customer currently owns a home (For Second Home).

FHA Mortgage Details

Mortgage Type: 30-year fixed rate mortgage with standard non-owner-occupied terms FHA 203(b) mortgage. FHA county loan limits apply.

Borrower (Entity): The IOG designated entity must be reflected as the Borrower on the mortgage.

Occupancy: Non-owner occupied as an IOG with consumer terms and pricing.

Purpose: FHA purpose is to promote homeownership and access to credit.

Be In Mortgage Underwriting: TPO Partner does not submit an AUS and cannot be included in the file. The IOG entity is the “Borrower” in FHA Connection and their Tax Identification Number (TIN) is in place of a social security number.

Interest Rate: Par rate Periodically set by Be In Mortgage. Check daily rate sheet or price through TPO Portal

Mortgage Broker Compensation and Fees

Be In Mortgage Admin Fee: \$995, must be disclosed on LE paid to “Be In Mortgage.” This fee is passed on to the Borrower through the financing agreement.

Processing Fee: Broker may charge up to \$595. This fee is passed on to the Borrower through the financing agreement.

Borrower Paid Compensation: Broker may charge up to 2.5% origination fee on the FHA total loan amount.

- Cannot exceed LPC Agreement with Be In Mortgage.
This fee is passed on to the Borrower through the financing agreement.

