

# me Mortgage

NMLS 133519

Effective Date: 9/12/2022

## NONI58

### LOCK DESK

**CONTACT:**

**E-mail:** [lockdesk@memortgage.com](mailto:lockdesk@memortgage.com)

**Direct:** 833-381-8733

**Lock Desk Closes at 3:00 PM PST**

### APPRAISAL ORDER PROCEDURES

[AMC selection can be made at:  
https://www.memortgage.com/appraisals/](https://www.memortgage.com/appraisals/)

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### Underwriting Fee

Underwriting Fee: \$1,995  
Doc Prep Fee: \$599  
Funding Fee: \$575

### \*EXTENSION FEES

5 day	-0.250
7 day	-0.325
10 day	-0.550
15 day	-0.650

\*2 total lock extensions allowed

### Eligible States

AK\*, AL, AR, AZ, CA, CO, CT, DC, DE, FL, GA, HI, IA, ID, IL, IN, KS\*, KY, LA, MA, MD, ME, MI\*, MN\*, MO, MS, MT, NC, ND, NE, NH, NJ, NM\*, NV, NY, OH\*, OK, OR, PA, RI\*, SC, SD, TN, TX, UT, VA, WA, WI, WV, WY

\*See Matrix for restrictions and additional details regarding Prepayment Penalty

### LOSS PAYEE

Hometown Equity Mortgage, LLC dba meMortgage its successors and/or assigns  
25531 Commercentre Dr #250, Lake Forest, CA 92630

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NONI58			DSCR ≥ 1.00	
FICO	Loan Amount	Reserves	Purchase & R/T	Cash Out
700+	\$1,500,000	6 Months	75%	70%
	\$2,000,000	9 Months	70%	65%
660+	\$1,500,000	6 Months	70%	65%
	\$2,000,000	9 Months	65%	60%

Appraisals - 5-8 Units
A Full interior inspection with photos is required for all units FHLMC 71A, FNMA 1050 or similar short form used to appraise 5+ unit properties or Narrative report can be utilized but not required
Appraisals - 2-8 Mixed Use
Commercial use limited to retail or office space. Residential or commercial zoning acceptable. • General Purpose Commercial Forms (i.e., GP Commercial Summary Form available from CoreLogic a la mode) • A full interior inspection with photos is required for all units. • Commercial space must not exceed 49% of the total building area.
Property Condition
* No Fair or poor ratings * No environmental issues (Storage or use of hazardous material) * No health or safety issues (As noted by appraiser, i.e. broken windows, stairs) * No excessive deferred maintenance that could become a health or safety issue * No structural deferred maintenance (i.e Foundation, roof, electrical, plumbing etc)

Program Parameters	
Minimum Loan Amount	\$400,000
Maximum Loan Amount	\$2,000,000
Maximum Cash Out	\$1,000,000
General Guidelines	
1st Time Investor	Not Eligible
First Time Home Buyers	Not Eligible
Experienced Investor	Must have a history of owning & managing commercial or non-owner residential real estate for at least 1 yrs in the last 3 yrs
Property Type	Residential 5-8 Units / 2-8 unit Mixed Use
Rural Properties	Not Eligible
Max Acreage	Up 2 acres, not meeting rural definition
Unleased Units	Maximum 2 vacant units
Max # of Financed Properties	Committee review over 4
LLCs	All members must be individuals
Assets	Min of 30 days asset verification required.
Gift Funds- Allowed	After min 10% borrower contribution
Cashout	Business Purpose Only

Required Attachments
* Rent Roll * Income and Expense statement * Photos of subject including exterior/interior and street scene * Aerial Photo
* Sketch or floor plan of typical units * Map * Plot plan or survey * Appraiser qualifications
Note: *Commercial BPO Required for all Loans

Prepayment Penalty		Reserves				
Standard prepay is 5% of the amount prepaid Prepay Options: *0, 1, 2, 3, 4 & 5 year prepay options available Not allowed in AK, KS, MI, MN, MS, NM, OH & RI; Must buyout PPP		C/O proceeds can NOT be used for reserves				
State Specific: *PA- Loan amounts < \$278,204 cannot have a prepayment penalty *IL - Loan with a rate ≥ 8% must close in the name of an entity IL & NJ - Must buy out prepay if vested to an individual		Reserves based PITIA payment or ITIA if interest only				
		Gift Funds cannot be used for reserves				
Products	Margin	Caps	IO (Y/N)	IO Period	Maturity	
7/6 ARM 10/6 ARM	4.5	5/1/5	N	NA	30 Years	
7/6 ARM-IO 10/6 ARM- IO	4.5	5/1/5	Y	10 Years	30 Years	
5/6 ARM-IO 5/6 ARM- IO	4.5	2/1/5	Y	10 Years	30 Years	
30 Year Fixed	NA	NA	N	NA	30 Years	
30 Year Fixed- IO	NA	NA	Y	10 Years	30 Years	
Guideline Quick Reference						
ARM Index & Floor	Index: 30 day SOFR   Floor = Note Rate					
Qualifying Payment	Full Amortization: PITIA based on note rate; IO: Initial ITIA based on note rate					
Qualifying Rate	Note Rate					

Income Requirements	
Leased- Use Lower of Estimated market rent or lease agreement	
Vacant Unit(s)- Use 75% of market rents	
Reduce qualifying rents by any management fee reflected on appraisal report	
DSCR	
* DSCR = Eligible monthly rents/PITIA (Loans with an interest only feature may use the ITIA payment). * Loan amounts >= \$2,000,000 require DSCR >= 1.00 and Debt Yield of 9% or greater (Net operating income/Loan amount = 9% or greater) * Reduce qualifying rents by any management fee reflected on the appraisal report	
Credit	
Mortgage History	0x30x24
FC, DIL, SS, 120+ Days late	24 Months
Chapter 7/11/13 BK Seasoning	24 Months
Credit Score	Middle of 3 or lower of 2
Tradelines	Two (2) reporting 24 months with activity in last 12 months or 3 reporting 12 months with recent activity.  For each borrower who has 3 credit scores, the minimum tradeline requirement is waived (all borrowers must be evaluated individually)