

Broker Lock Policy

Updated November 11, 2011

Locks

- All locks must be processed online through Reunion Direct (8:30 am to 4:00 pm Pacific Time)
 - The broker's account status must be Approved or Pending
- Lock terms begin on the day of request
- Weekend or holiday expiration dates are rolled to the next business day
- Locks must have a Property address and Borrower SS#. Locks are not transferable
- Locks must have an accepted GFE
- Locks will be reviewed for correct pricing and program guideline adherence
 - Any correction to locks will be posted to notes in Reunion Direct
 - Locks for loans not meeting guidelines will be declined
- Locks for files requiring a guideline exception are permitted after the exception is granted

Lock Terms

Lock Term	Available For	Advance Lock Delivery	
		Purchases	Refinances
20-days	Purchases and Refinances	7-days	7-days
25-days	Purchases and Refinances	7-days	7-days
30-days	Purchases and Refinances	10-days	10-days
35-days	Purchases and Refinances	10-days	10-days
40-days	Purchases and Refinances	20-days	10-days
45-days	Purchases Only	20-days	NA

- Advance Lock Delivery
 - Complete Loan Packages must be delivered within the calendar days indicated above

Program Change

- Program changes within the same product tier are priced to the original rate sheet (i.e. C10 to C15)
- The lock expiration date will remain intact
- If changes in guidelines occur, the lock will be evaluated against current guidelines
- All other adjustments applied to the lock (i.e. relock/extension fees) will remain intact
- All program change requests must be emailed to lockdesk@reunionmortgage.com

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Temporary Additional Extension/Relock Fees

Locks that are extended or relocked with an expiration date after January 31st will be subject to an additional 0.25 cost.

Locks that are extended or relocked with an expiration date after February 15th will be subject to an additional 0.50 cost.

Extensions

- Extensions may only be requested within the 5 days prior to lock expiration
- Extensions are for active locks with all PTD conditions cleared
- Extension term is added to the existing lock term
- All extensions are subject to current guidelines and current loan level price adjustments
- All other adjustments applied to the lock (i.e. relock fees) will remain intact
- Locks may be extended **one** time, and are priced at one of the fees below or half of “worse-of-market” (“WOM”).

Term	Extension Cost
5-days	0.125 or half of “WOM”, whichever is greater
10-days	0.250 or half of “WOM”, whichever is greater
15-days	0.375 or half of “WOM”, whichever is greater

- All extension requests must be emailed to lockdesk@reunionmortgage.com

Relocks

- Relocks are for inactive locks (i.e. expired locks, U/W Cancelled loans, etc)
- Relocks may only be requested once the loan is in Underwriting Received status
- Relock terms will be the same as the original lock term and will begin on the day of request
- All rellocks are subject to current guidelines and current loan level price adjustments
- All other adjustments applied to the lock (i.e. extension fees) will remain intact
- Relocks are priced at “worse-of-market” (“WOM”) at the original lock term
 - A 2nd relock will incur an additional 0.125 relock admin fee
- All relock requests must be emailed to lockdesk@reunionmortgage.com

Extension/Relock Fees

- Borrower Paid Comp Plan loans
 - Extension/Relock Fees are assumed to be paid by the broker through netting of broker origination charges, unless otherwise requested
- Lender Paid Comp Plan loans
 - Extension/Relock Fees must be paid by the borrower, if allowed under terms of GFE

Current Market Relock

- Expired, denied, and cancelled locks are eligible for current market pricing 90 days after the lock expiration or date of cancel or date of denial
- All current market relock requests must be emailed to lockdesk@reunionmortgage.com