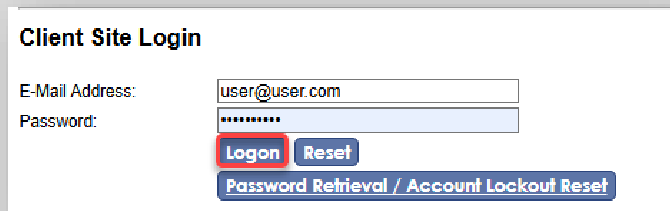
HB Correspondent PURCHASE ADVICE Guide

HB Correspondent Portal Access

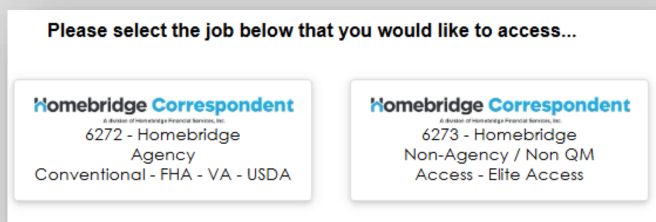
This Guide provides Seller directions for **Purchase Advice** review and approval. Follow these instructions to review and approve Purchase Advice for loans with an **"Approved for Funding/Pending Seller Approval"** status in the Homebridge Correspondent Portal.

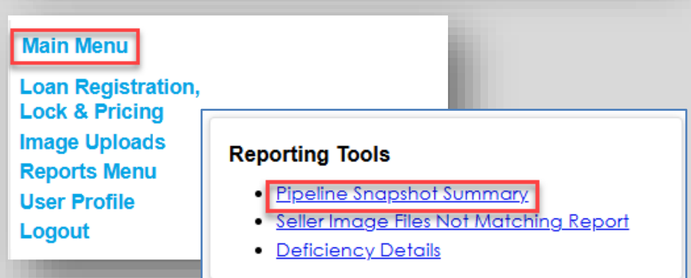
1. Click → [HB Correspondent]() to access Client Site
2. Enter the email address and password for the HB Correspondent Portal profile
3. Click **Logon**

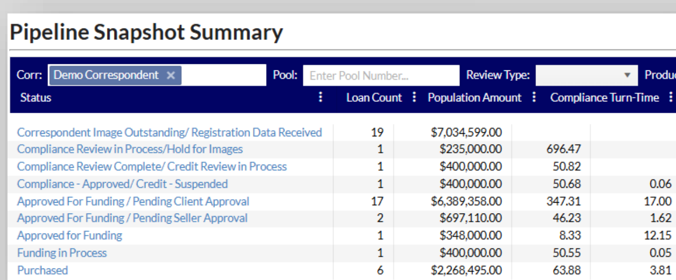


Select the Job Pipeline Summary

1. Select the applicable Job tile for the loan type of the purchased loan
2. Click **6272 for Agency** (Conventional, FHA, VA, USDA) **OR**
3. Click **6273 for Non-Agency** (Non-QM, Access/Elite Access)
4. From the **Main Menu** click **Pipeline Snapshot Summary** under *Reporting Tools* to view loan status summary reports for the current Pipeline of selected Job
5. The **Pipeline Snapshot Summary** will display by *Loan Status*, *Loan Count*, *Population Amount* and applicable turn time details







Pipeline Snapshot Summary

Corr: Demo Correspondent Pool: Enter Pool Number... Review Type: Product

Status	Loan Count	Population Amount	Compliance Turn-Time	
Correspondent Image Outstanding/ Registration Data Received	19	$7,034,599.00		
Compliance Review in Process/Hold for Images	1	$235,000.00	696.47	
Compliance Review Complete/ Credit Review in Process	1	$400,000.00	50.82	
Compliance - Approved/ Credit - Suspended	1	$400,000.00	50.68	0.06
Approved For Funding / Pending Client Approval	17	$6,389,358.00	347.31	17.00
Approved For Funding / Pending Seller Approval	2	$697,110.00	46.23	1.62
Approved for Funding	1	$348,000.00	8.33	12.15
Funding in Process	1	$400,000.00	50.55	0.05
Purchased	6	$2,268,495.00	63.88	3.81

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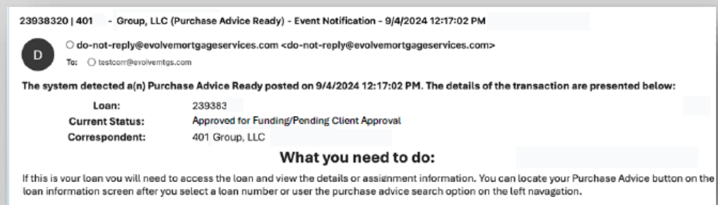
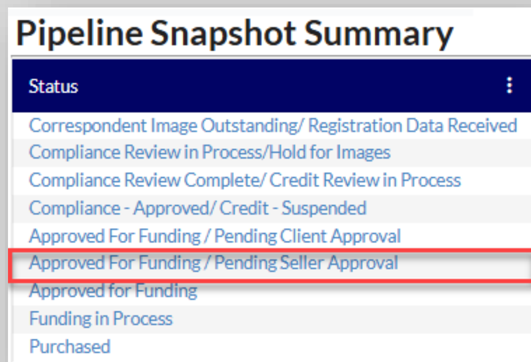
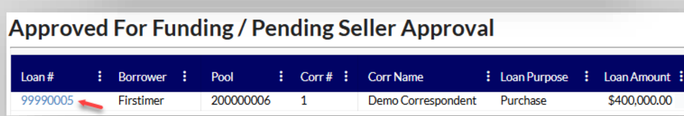
Purchase Advice Notification & Review

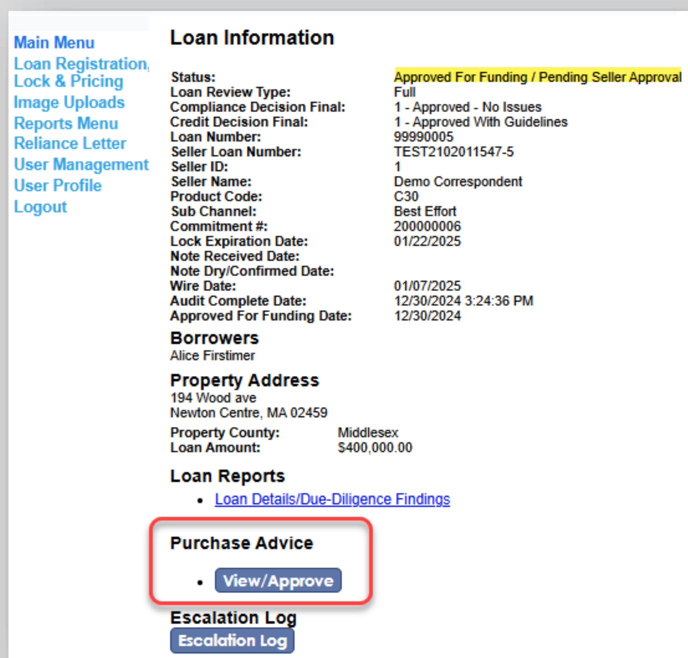
When all outstanding conditions have been cleared, a notification advising that the Purchase Advice is available will be delivered to the Seller via email. Follow these instructions below to view the Purchase Advice.

1. Click "**Approved for funding/Pending Seller Approval"** from the *Pipeline Snapshot Summary* Reports Tool
2. Select the applicable loan from the status list by clicking the loan number in the **Loan #** column
3. Scroll to *Purchase Advice* within **Loan Information** and click **View/Approve,** to view the Purchase Advice details









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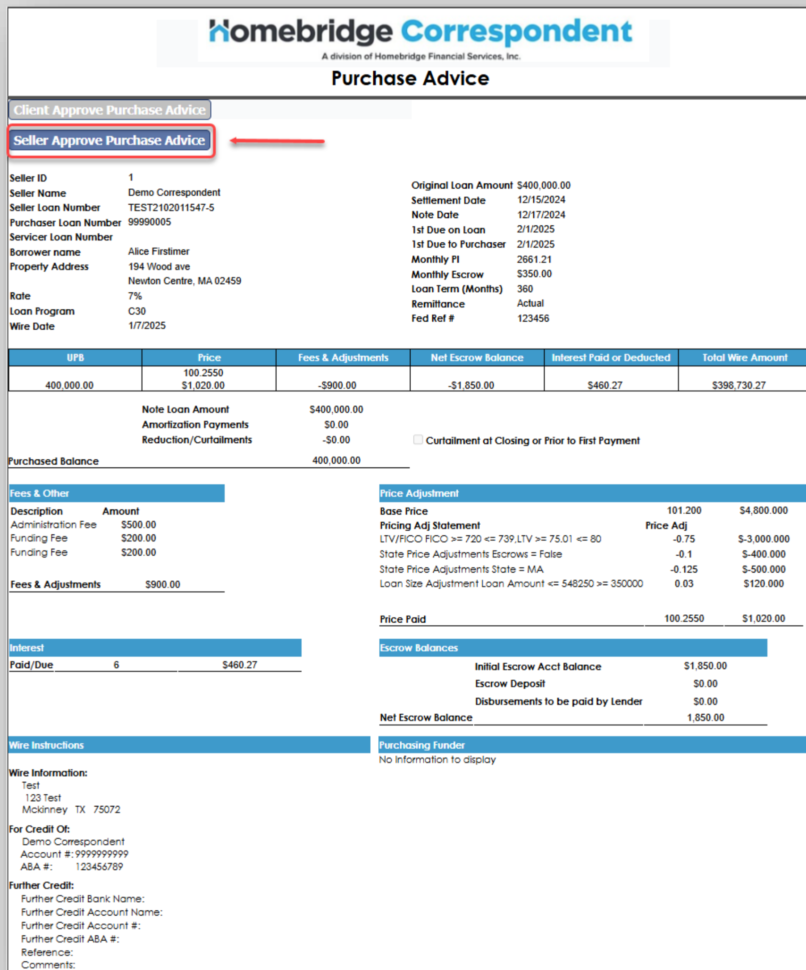
Purchase Advice Review & Approval

1. The Seller is required to review the Purchase Advice for acceptability and to Approve
2. To approve the Purchase Advice, click the "**Seller Approve Purchase Advice**" button on the top left corner of Purchase Advice
3. *Congratulations!* Once the Purchase Advice is approved, the loan will be Purchased



Homebridge Correspondent
A division of Homebridge Financial Services, Inc.

Purchase Advice

Client Approve Purchase Advice

Seller Approve Purchase Advice

Seller ID	1	**Original Loan Amount**	$400,000.00
Seller Name	Demo Correspondent	**Settlement Date**	12/15/2024
Seller Loan Number	TEST2102011547-5	**Note Date**	12/17/2024
Purchaser Loan Number	99990005	**1st Due on Loan**	2/1/2025
Servicer Loan Number		**1st Due to Purchaser**	2/1/2025
Borrower name	Alice Firstimer	**Monthly PI**	2661.21
Property Address	194 Wood ave Newton Centre, MA 02459	**Monthly Escrow**	$350.00
Rate	7%	**Loan Term (Months)**	360
Loan Program	C30	**Remittance**	Actual
Wire Date	1/7/2025	**Fed Ref #**	123456

UPB	Price	Fees & Adjustments	Net Escrow Balance	Interest Paid or Deducted	Total Wire Amount
400,000.00	100.2550 $1,020.00	-$900.00	-$1,850.00	$460.27	$398,730.27

Note Loan Amount	$400,000.00
Amortization Payments	$0.00
Reduction/Curtailments	-$0.00
Purchased Balance	400,000.00

Curtailment at Closing or Prior to First Payment

Fees & Other

Description	Amount
Administration Fee	$500.00
Funding Fee	$200.00
Funding Fee	$200.00
Fees & Adjustments	$900.00

Price Adjustment

Base Price	101.200	$4,800.000
Pricing Adj Statement	**Price Adj**	
LTV/FICO FICO >= 720 <= 739,LTV >= 75.01 <= 80	-0.75	$-3,000.000
State Price Adjustments Escrows = False	-0.1	$-400.000
State Price Adjustments State = MA	-0.125	$-500.000
Loan Size Adjustment Loan Amount <= 548250 >= 350000	0.03	$120.000
Price Paid	100.2550	$1,020.00

Interest

Paid/Due	6	$460.27

Escrow Balances

Initial Escrow Acct Balance	$1,850.00
Escrow Deposit	$0.00
Disbursements to be paid by Lender	$0.00
Net Escrow Balance	1,850.00

Wire Instructions

Wire Information:
Test
123 Test
Mckinney TX 75072

For Credit Of:
Demo Correspondent
Account #: 9999999999
ABA #: 123456789

Further Credit:
Further Credit Bank Name:
Further Credit Account Name:
Further Credit Account #:
Further Credit ABA #:
Reference:
Comments:

Purchasing Funder

No Information to display

HB Correspondent PURCHASE ADVICE Guide

Key Contacts

Portal Pricing, Registering, Locking and Uploading Loan Documents
Tan Scott
tan.scott@homebridge.com

Deficiencies and Purchase Advice
Vince Coronado
vcoronado@homebridge.com

Pricing Desk:
Email: correspondentlocks@homebridge.com
Hours of Operation: 8 – 5 PST

Turn Times/Cut-Off Times

Initial Decision Turn Times

Agency Transactions: 48 hours
Non-Agency Transactions: 72 hours

Condition Turn Times: 24 hours
Escalation Turn Times: 24 hours

Cut-off Times:

- Documentation received by **3 PM CST** will be considered as received on the same business day for processing turn times
- Documentation received **after 3 PM CST** will be considered as received for the following business day

NOTE: Weekends and Federal Holidays are excluded from business days