

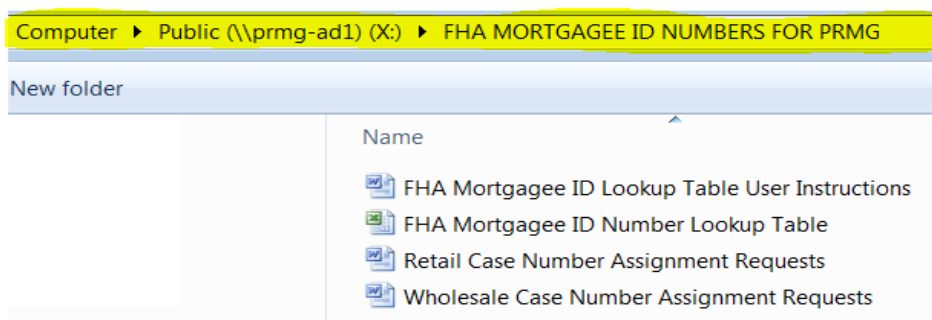
WHOLESALE Case Number Assignment Requests

It is of the utmost importance that all PRMG employees input the correct information when requesting FHA Case Numbers. Pulling all FHA Case Numbers under the correct FHA Mortgagee ID Number will ensure that the Neighborhood Watch seriously delinquent reports reflect accurate data for each individual Mortgagee ID Number assigned to PRMG.

It is just as important that the applicable Originator and Sponsor information is keyed in the appropriate places on the FHA Case Number Assignment screen for all FHA loans originated through the wholesale channel. This will ensure that the Neighborhood Watch reports accurately reflect the loans as wholesale transactions instead of retail transactions.

This document will provide you with guidance for pulling an FHA Case Number specifically for wholesale loans, along with samples of correct and incorrect wholesale FHA Case Number Assignment Requests.

Updates of this document and all other tools that will assist you with successfully requesting FHA Case Numbers for retail and wholesale loans can be found in the “FHA MORTGAGEE ID NUMBERS FOR PRMG” folder under the Public “X” Drive.



Please refer to the “Retail Case Number Assignment Requests” for guidance with requesting an FHA case number for retail loan originations.

General Instructions

The applicable **Broker**’s EIN (Employer Identification Number) and the Originating Loan Officer’s Company NMLS ID must be keyed under the “Originator ID” section on the **left side** of the “Case Number Assignment” screen in FHA Connection so the loan is reported in Neighborhood Watch as a wholesale loan transaction. (Important Note: If PRMG’s information is keyed on the left side instead of the Broker’s information then the loan will be reported incorrectly in Neighborhood Watch as a retail loan transaction)

The applicable **PRMG Mortgagee ID Number** must be keyed under the “Sponsor/Agent ID” on the right side of the “Case Number Assignment” screen in FHA Connection. The unique 10-digit FHA Mortgagee ID Number assigned to the branch must be used for the “Sponsor/Agent ID” when requesting an FHA Case Number under ALL circumstances.

Please refer to the “FHA Mortgagee ID Lookup Table” and the “FHA Mortgagee ID Lookup Table User Instructions” for assistance with determining the correct FHA Mortgagee ID Number to use when ordering FHA Case Numbers. The location of these documents is provided above.

If the Case Number Assignment in the file is incorrect then a correction is required **prior to funding**. To request a correction send an email to the “FHAcasetransfer” mailbox relaying what is incorrect and needs to be changed along with the correct information it should have once it has been successfully transferred. The email communication should be copied and pasted into Loan Notes in *FastTrac*.

Specific instructions and samples for pulling wholesale FHA Case Numbers are provided on the remaining pages of this document. Sample 1 and 2 are CORRECT Case Assignments and Samples 3 and 4 are INCORRECT Case Assignments.

WHOLESALE Case Number Assignment Requests

SAMPLE 1: CORRECT CASE ASSIGNMENT

LEFT SIDE:

Is this a Sponsored Originator Case?: Enter “Yes”

Originator ID: Enter the Broker’s EIN (Employer Identification Number) here.

NMLS ID: The Broker’s NMLS ID number should populate into this field once you have entered the broker’s EIN. The NMLS ID number is keyed by the broker’s first sponsor who entered them in FHA Connection. Our Broker Services department can only add NMLS ID number if we were the lender who entered the Broker’s information into FHA Connection. If another lender entered the information we cannot correct it.

Loan Officer Name: Enter the applicable Loan Officer name.

Loan Officer NMLS ID: Enter the Loan Originator’s MLO NMLS ID number.

RIGHT SIDE:

Sponsor/Agent ID: Enter the applicable Mortgagee ID number assigned to your PRMG branch.

NMLS ID: This information will auto-populate based on the Mortgagee ID number keyed in the “Sponsor/Agent ID” field.

Field Office: Santa Ana, CA		Lender Case Ref: Not Entered	
Is this a Sponsored Originator Case? Yes		Complete the fields on the left with the broker’s information. (See above for specific details)	Enter the applicable branch Mortgagee ID number. All other company information will then populate in this section.
Sponsored Originator EIN: 201783986 JNJ PROPERTIES			
NMLS ID: 338676			
Loan Officer Name: JOAQUIN G ARIAS			
Loan Officer NMLS ID: 240019			
Case Type: Regular DE	Construction Code: Existing Construction	Processing Type: N/A	Financing Type: N/A
ADP Code: 703	Living Units: 02	Program ID: (00)-Default	Loan Term: 360

In addition, you must enter the broker’s EIN in FastTrac under the “Sponsored Originator EIN” field under the “Government” tab in order for the 92900-A to print correctly. The applicable PRMG Mortgagee ID Number must be keyed in the “FHA Sponsor ID Field” (Please refer to the FHA Mortgagee ID Lookup for the list of the current Mortgagee ID Numbers assigned to PRMG):

I. TERMS	II. PROPERTY	III. BORROWER	IV. EMPLOYMENT	V. INCOME, HOUSING	VI. ASSETS	VI. REO
VI. LIABILITIES	VII. TRANSACTION DETAILS	VIII. DECLARATIONS	IX. SIGNATURE	X. GOVERNMENT MONITORING	OTHER DATA	GOVERNMENT

Government

FHA Purchase		Agency Case Number	Ass
Section Of The Act		046-1234567-703	09
203(b) FHA Fixed Rate Program		FHA Sponsor ID	Mo
FHA Lender ID		2294400107	
Sponsored Originator EIN		Energy Efficient New Home	
201783986			

The applicable FHA Mortgagee ID Number assigned to the originating PRMG branch must be keyed here.

The broker’s EIN must be entered here.

WHOLESALE Case Number Assignment Requests

SAMPLE 2: CORRECT CASE ASSIGNMENT

The Broker's information is entered correctly on the left and the PRMG branch has entered their Mortgagee ID number and NMLS number correctly. The sponsor who originally entered the Broker's EIN into FHA Connection did not enter their NMLS number so it states "Not on File". This can only be corrected by the original sponsor who entered the information; therefore, this case assignment is correct.

Field Office: San Diego, CA		<div style="border: 1px solid black; padding: 5px;"> <p>Note: The NMLS number states "Not on File". This is acceptable if our Broker Services Department cannot correct it.</p> </div>	Lender Case Ref: Not Entered	
Is this a Sponsored Originator Case? Yes			Sponsor/Agent ID: 2294400113	
Sponsored Originator EIN: 810552464 WCFRE, INC.			PARAMOUNT RESIDENTIAL MORTGAGE SANTA ANA CA 927054075	
NMLS ID: Not on File ←			NMLS ID: 2401154	
Loan Officer Name: THOMAS E VOGEL				
Loan Officer NMLS ID: 233727				
Case Type: Regular DE	Construction Code: Existing Construction	Processing Type: N/A	Financing Type: N/A	
ADP Code: 703	Living Units: 01	Program ID: (00)-Default	Loan Term: 360	

SAMPLE 3: INCORRECT CASE ASSIGNMENT

REASON THIS CASE ASSIGNMENT REQUEST IS INCORRECT

By entering PRMG on the left side of the screen, it means this is a retail branch; therefore, this case number was ordered incorrectly.

CORRECT WAY TO ORDER THE WHOLESALE CASE NUMBER: The Broker's EIN, NMLS ID, Loan Officer Name and Loan Officer NMLS should be displayed on the left. The applicable Mortgagee ID number should be entered under the "Sponsor/Agent ID: field.

Field Office: Santa Ana, CA		<div style="border: 1px solid black; padding: 5px;"> <p>This should have been "Yes" for a Sponsored Case.</p> </div>	Lender Case Ref: Not Entered	
Is this a Sponsored Originator Case? No ←			Sponsor/Agent ID: Not Entered ←	
Originator ID: 2294400113		<div style="border: 1px solid black; padding: 5px;"> <p>This should have been the broker's EIN #, & NMLS #; not PRMG's.</p> </div>	<div style="border: 1px solid black; padding: 5px;"> <p>Enter the applicable branch Mortgagee ID number. All other company information will then populate in this section.</p> </div>	
PARAMOUNT RESIDENTIAL MORTGAGE SANTA ANA CA 927054075				
NMLS ID: 2401154 ←				
Loan Officer Name: CHRIS KOSTOFF				
Loan Officer NMLS ID: 325196				
Case Type: Regular DE	Construction Code: Existing Construction	Processing Type: N/A	Financing Type: N/A	
ADP Code: 734	Living Units: 01	Program ID: (00)-Default	Loan Term: 360	

WHOLESALE Case Number Assignment Requests

SAMPLE 4: INCORRECT CASE ASSIGNMENT

Although the broker's information was keyed on the left side, the broker's Mortgagee ID number should have been keyed instead of their EIN. In addition, the incorrect PRMG Mortgagee Number was keyed. The applicable Mortgagee Number assigned to the PRMG branch should have been keyed instead of the PRMG Corporate Mortgagee ID number.

CORRECT WAY TO ORDER THE WHOLESALE CASE NUMBER: The Broker's EIN, NMLS ID, Loan Officer Name and Loan Officer NMLS should be displayed on the left. The applicable Mortgagee ID number should be entered under the "Sponsor/Agent ID: field.

Field Office: Los Angeles, CA		Lender Case Ref: 3254470719	
Is this a Sponsored Originator Case? No	← This should have been "Yes" for a Sponsored Case.		← This Mortgagee ID number is for PRMG Corona Wholesale only. Make sure you enter the applicable Mortgagee ID assigned to the branch here.
Originator ID: 1978900007 MIKE CROSS REALTORS INC SANTA ANA CA 927015144 NMLS ID: 292789	← This should have been the broker's EIN #; not their Mortgagee ID#.	Sponsor/Agent ID: 2294400005 PARAMOUNT RESIDENTIAL MORTGAGE CORONA CA 928791799 NMLS ID: 75243	
Loan Officer Name: ELIZABETH MURRAY			
Loan Officer NMLS ID: 346862			
Case Type: Regular DE	Construction Code: Existing Construction	Processing Type: N/A	Financing Type: N/A
ADP Code: 729	Living Units: 01	Program ID: (00)-Default	Loan Term: 360