

# Lock Policy & Procedures

## **Rate Lock Agreement**

A lock is an agreement between the Broker and Newfi Lending. It specifies the number of days for which a loan's interest rate is guaranteed. If interest rates rise during that period, Newfi Lending is obligated to honor the committed rate. Likewise, if interest rates fall during that period, the Broker must also honor the lock. Locking in a rate and price does not guarantee eligibility or approval of the subject loan. Locks are also not transferable. Locks are tied to the property, not the borrower. Brokers should make every effort to close with Newfi Lending all loans locked at Newfi Lending. It is also requested that Brokers actively manage their locked pipelines and cancel any locked loan that has been withdrawn by the customer.

#### **Lock Desk Hours**

Locks are accepted via the Newfi Lending portal from 8:00am PT to 5:00pm PT, Monday through Friday, unless otherwise noted.

\*\*\*Note for the Denali products – Rate lock requests may be submitted before 4:30 pm Pacific Time, unless otherwise noted.

### **Lock Process**

All locks are handled through Newfi Lending's online portal. Manual lock requests cannot be honored via phone or email. Once a loan is locked, a complete file must be submitted within the timeframe below for the lock to remain active. Otherwise, the lock will be canceled.

- 30-day lock: Complete file must be delivered in 3 business days
- 45-day lock: Complete file must be delivered in 5 business days
- 60-day lock: Complete file must be delivered in 5 business days

A reinstatement of a lock due to a non-submission is allowed.

#### **Rate Lock Confirmation**

Newfi Lending will send a rate lock confirmation via email directly to the customer when the loan is locked. It is the Broker's responsibility to report any inconsistencies with the Broker's understanding of the loan to Newfi Lending within 24 hours of the Confirmation Date.



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## **Change in Critical Information**

The Broker is responsible for tracking any changes to the structure of the loan that affect pricing and providing proper notification to Newfi Lending. Any changes to the structure of the loan that affect pricing will be validated by the Lock Desk. Newfi Lending must be notified immediately if the Broker makes any changes to the mortgage loan that differ from the confirmed pricing structure. All loans must meet the terms of the latest confirmation.

On reworks due to changing loan terms, the price impact will be applied to the lock.

## **Lock Expiration Date**

All loans must be funded on/by the expiration date. Locks with weekend or holiday expiration dates will expire on the first business day following the stated expiration date; this will be the effective expiration date.

### **Lock Periods**

Newfi offers the following lock terms: 15-days, 30-days, 45-days, and 60-days.

\*\*\*Note for Pinnacles, Rainier, Sequoia Non-QM & DSCR products 15-days, 30-days, & 45-day lock periods are available.

#### **Lock Extensions**

Lock extensions and fees are granted via lender discretion and are subject to change without advance notice. Locks may be extended in aggregate: For Non-QM (Sequoia, Rainier, Pinnacles) loan programs a maximum of ten (10) days of Rate Lock Extensions are allowed. For Agency, Government & Jumbo loan programs a maximum of thirty (30) days of Rate Lock Extensions are allowed per loan. If an extension request is received and the extended loan will expire on a weekend or holiday, the Lock Desk will require the appropriate additional days at cost. Extension costs are as follows: Non-QM loan programs: 5 bps (.05) per day. Agency, Government, & Jumbo loan programs: 2.5 (.025) bps per day.



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## **Relock Policy**

A relock is a request to lock a loan for a second time. A loan that does not close by its Lock Expiration Date and is not extended may be subject to the Relock Fee. Relocks must be requested during normal lock hours.

- Relocks may be necessary on expired locks and cancelled locks.
- If a relock occurs within 30-days of the lock expiration date or the lock cancellation date, relock pricing is based on worse case pricing less the relock fees below. All previous extension costs and price exceptions will still apply in all pricing scenarios.
  - o Relock fee: 0.375 to price; Max 30-day lock
- If a lock is canceled or expires, more than thirty (30) days must pass to be eligible for current market price. If less than or equal to thirty (30) days, then the lock is subject to worst case pricing.
- Closing Disclosures may not be issued on an expired or floating lock. Loans can only be relocked when a Loan Estimate can be issued.

### **Rate Sheets**

Rate sheets give indications only, as market conditions may cause intra-day changes to pricing. It is the client's responsibility to keep abreast of price changes. Final pricing will be determined based on the Newfi pricing engine within the Newfi Lending portal and will override the rate sheet or any other pricing posted by Newfi Lending. Intraday price changes may occur due to fluctuating market conditions and the Newfi rate sheet is updated automatically without notice. Any lock requests received by the Lock Desk after the re-price will be subject to the new pricing. Rates will be populated and distributed by approximately 8:30AM PST each day, depending upon pricing release. Please be aware that market movements may delay rate sheet distribution and may cause multiple rate changes in a day.