

TOWNE FAMILY OF COMPANIES

BULLETIN

TO: Operation and Productions

Date: January 29, 2018

SUBJECT: **Tax Transcript Requirements**

BULLETIN 18-04

***** IMPORTANT NOTICE *****

We are pleased to announce our new policy on Tax Transcripts

For FHA/VA and CONV conforming loans

- W/2 transcripts **will no longer be required** when all income information used to decision a loan is made up **exclusively** of wage earner income reported on a W-2 and/or **fixed income** reported on a 1099 (e.g., social security or VA benefits).
- Either one or two years of the most recent 1040 IRS tax return transcript for the following (depending on the AUS requirements):
 - ✓ Borrowers with non-W-2 income used to qualify.
 - ✓ Self- employed borrowers (including business returns, if required)
 - ✓ Commission income representing 25% or more of income used to qualify
 - ✓ Borrowers with rental properties.
 - ✓ Borrowers employed by family members

For USDA (RD) loans

- Full transcripts are still required for all borrowers due to program eligibility requirements.

4506-t and transcripts are no longer required for adult households members not on loan per USDA updates effective December 21, 2017

For Jumbo loans

- The most recent year's full 1040 IRS tax return transcript for all borrowers.

Operations Group
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