

# Tax Documentation and Transcript Policy

## 2023 W-2 and/or 1099 Forms

### Loans with a Note Dated On or After February 1, 2024

Loan Program	1-Year	2-Years
<b>Fannie Mae/Freddie Mac</b> (DU/LPA indicates number of years required)	2023 W-2 and/or 1099	<ul style="list-style-type: none"> <li>2023 W-2/1099, <b>and</b></li> <li>2022 W-2/1099</li> </ul>
<b>FHA/VA/USDA</b>	N/A	<ul style="list-style-type: none"> <li>2023 W-2/1099, <b>and</b> 2022 W-2/1099</li> </ul>
<b>Jumbo Gold, Jumbo Elite, Access, Elite Access</b> (Access/Elite Access: Full Doc & 1099 Only options)	N/A	<ul style="list-style-type: none"> <li>2023 W-2/1099, <b>and</b></li> <li>2022 W-2/1099 <b>and</b> 2022 W-2/1099 transcript</li> </ul>

## 2023 W-2 and/or 1099 Transcript Requirements

Transactions that require transcripts or were selected for random processing will require:

**Loans funding on or before March 31, 2024:** 2023 W-2/1099 transcript **not** required

**Loans funding April 1, 2024 through April 30, 2024:** The 2023 W-2/1099 transcript, **OR** 2023 "No Record Found"

**Loans funding on or after May 1, 2024:** The 2023 W-2/1099 transcript required

## 2023 Tax Return Requirements (as applicable) Loans with a Note Dated On or After January 30, 2024

### Individual Tax Returns

- A copy of the borrower's 2023 tax return, **OR** borrower must sign Tax Return Affidavit stating 2023 returns **not** filed

### Partnerships/S-Corps Required to file by March 15, 2024

- A copy of the filed tax returns **OR** evidence an extension was filed is required

## Loans Funding On or After April 16, 2024 through October 14, 2024

### One Year Tax Return Required (when eligible per DU/LPA) Fannie Mae/Freddie Mac Transactions

If:	Then:
2023 Tax Return Filed	<ul style="list-style-type: none"> <li>A copy of the fully executed 2023 tax return, <b>AND</b></li> <li>Evidence any money owed has been paid (cancelled check, credit card, bank statement), <b>OR</b></li> <li>Evidence a refund has been/will be received (bank statement if received) or verify refund at <a href="#">IRS Where's My Refund</a></li> </ul>
2023 Tax Return <b>Not</b> Filed	<ul style="list-style-type: none"> <li>Evidence an extension was filed, <b>AND</b></li> <li>Signed Tax Return Affidavit, affirming 2023 tax returns not filed, <b>AND</b></li> <li>If payment due, evidence any money owed has been paid (cancelled check, credit card, bank statement), <b>AND</b></li> <li>A copy of the 2022 tax return</li> </ul>

### Two Years' Tax Returns Required

(All programs unless DU/LPA allows for 1-year on Fannie Mae/Freddie Mac transactions)

If:	Then:
2023 Tax Return Filed	<ul style="list-style-type: none"> <li>A copy of the fully executed 2023 tax return, <b>AND</b></li> <li>Evidence any money owed has been paid (cancelled check, credit card, bank statement), <b>OR</b></li> <li>Evidence a refund has been/will be received (bank statement if received) or verify refund at <a href="#">IRS Where's My Refund</a>, <b>AND</b></li> <li>A copy of the 2022 tax return*</li> </ul>
2023 Tax Return <b>Not</b> Filed	<ul style="list-style-type: none"> <li>Evidence an extension was filed, <b>AND</b></li> <li>Signed Tax Return Affidavit, affirming 2023 tax returns not filed, <b>AND</b></li> <li>If payment due, evidence any money owed has been paid (cancelled check, credit card, bank statement), <b>AND</b></li> <li>A copy of the 2022 <b>and</b> 2021 tax returns*</li> </ul>

## Tax Return Transcripts (if required)

Any transaction that requires transcripts or were selected for random processing will require:

**Loans funding on or before April 15, 2024**

- No transcript requirement**

**Loans funding on or after April 16, 2024**

- The 2023 transcript, **OR**
- 2023 "No Record Found" **AND** 2022 transcript and 2021 transcript (2021 transcript **only required** when 2023 return **not** filed **and** transaction requires 2-years tax returns) **REMINDER:** "No Record Found" transactions requiring a transcript must follow requirements above

## 2023 Tax Returns – Borrower Filed an Extension Loans Funding On or After October 15, 2024

A copy of the borrower's fully executed 2023 tax return required

## 2023 Partnership (Form 1065) or S-Corp (Form 1120-S) Loans Funding On or After September 15, 2024

A copy of the borrower's fully executed 2023 tax return will be required

## Amended Tax Returns

If:	Then:
Borrower qualifies on the <b>lowest</b> income (from original or amended return):	Loan will be qualified at the lowest income reported; loan cannot be qualified using the higher amended income
Borrower qualifies on the <b>highest</b> income (from original or amended return):	Evidence the amended return was filed six (6) months prior to the application date to use the higher income on the amended return.

## Tax Returns/Extension Not Filed by Due Date/IRS Tax Relief

- If the borrower **did not** file their tax returns or a request for extension by April 15, 2024, the borrower **can only be qualified using the 1040 income if 6 months has passed between the filing date and the loan application date**
- IRS Tax Relief for Taxpayers in Disaster Situations: Jumbo Gold/Jumbo Elite: Not allowed (NO EXCEPTIONS)**
- IRS Tax Relief for Taxpayers in Disaster Situations: FNMA/FHA/VA/USDA/Access/Elite Access:** Refer to the IRS website for details
- IRS Tax Relief for Taxpayers in Disaster Situations: FHLMC:** Eligible for loans with a Note dated prior to November 1<sup>st</sup> **ONLY; Notes dated on/after November 1<sup>st</sup> require the 2023 tax return, no exceptions**

\*USDA, Jumbo Gold, Jumbo Elite, and Access/Elite Access (Full Doc & 1099 Only) transactions require tax returns **AND** transcripts