

AIM* for Income Using Employment Data (i.e. Employed Income Data)

*Asset and income modeler (AIM)

This reference document is updated to coincide with changes to requirements to AIM using employed income data. These recent changes include:

Revision History

April 7, 2024 Loan Product Advisor Release	
Loan Product Advisor Release Notes	<ul style="list-style-type: none">Feedback Certificate Update: The Assessment Summary section has been updated to display a new "Partial" shield when portions of the income are eligible for relief.
February 7, 2024	
Enhancement: Digitized paystubs and W-2s	<ul style="list-style-type: none">When submitted to Loan Product Advisor with the report ID, after an initial submission to the AIM Check API, data sourced directly from borrower's paystub(s) and W-2 form(s) will now assessed for representation and warranty relief eligibility for the income calculation and the assessment results will be included on the feedback certificate.
December 17, 2023	
Service provider update	<ul style="list-style-type: none">New payroll service provider: TruvNew enumeration "TRUV"

Note: Vertical revision bars " | " are used in the margin of this reference to highlight these new requirements and significant changes.

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Loan Product Advisor® (LPASM) asset and income modeler (AIM) is Freddie Mac's solution for automating the manual processes of assessing borrower assets and income. This reference documentation provides information and instructions for lenders seeking to leverage AIM using employed income data and includes the following information:

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Introducing a New Enhancement to AIM Using Employed Income Data with Digitized Paystubs and W-2s



Our latest Loan Product Advisor's (LPASM) asset and income modeler (AIM) enhancement is yet another tool for your digital toolkit so you can originate with ease and streamline your borrower experience. Integration with AIM Check API is required to leverage this enhancement. Submit the report ID and data sourced directly from the borrower's paystub(s) and W-2 form(s) to the API to obtain an early view of the income calculation before you submit a full application into LPA. When you subsequently include the report ID with your LPA submission, LPA will assess the data submitted via the API for potential representation and warranty relief eligibility for the income calculation.



This resource has been updated to include the use of employed income data obtained from the borrower's paystub and W-2 data. For more information on how to tap into this new enhancement access the [AIM for Income Using Employment Data with Digitized Paystubs and W-2s](#) job aid.

Introduction to AIM Using Employed Income Data

AIM using employed income data is a capability integrated in Loan Product Advisor (LPASM) that assesses a borrower's employed income data using a report from third-party service providers (the "service provider") or the borrower's paystub(s) and W-2 form(s). For more information on getting started with a service provider refer to the [Appendices](#), or [Asset and Income Modeler](#) webpage. For more information on using digitized paystubs and W-2 data refer to the [AIM for Income Using Employment Data with Digitized Paystubs and W-2s](#) job aid. The income data can help you automate your income calculations and determine if borrower income verification requirements are met on conventional loans. Results from the assessment are displayed on the Loan Product Advisor Feedback Certificate. This approach provides operational efficiencies through system-driven optimization of the collection and assessment of data relating to borrower's income and it allows for potential relief from Freddie Mac's enforcement of certain selling representations and warranties related to the accuracy of the income calculation related to eligible income types that are on the verification report or paystub(s) and W-2 form(s) and accuracy and integrity of the data represented on the verification report. Refer to the [Income Representation and Warranty Relief Results](#) section in this resource. Income that cannot be assessed using AIM for income using employed data can still be used to qualify the borrower, provided it is verified and meets the requirements of the *Freddie Mac Single-Family Seller/Servicer Guide* (Guide).



Eligibility Requirements

To take advantage of AIM using employed income data and potential relief from Freddie Mac's enforcement of certain selling reps and warranties related to the borrower's income, the loan must be submitted to LPA and meet the requirements summarized below. For complete requirements, refer to Guide Chapter [5901](#).

General Eligibility Requirements	
Topic	Requirement
Eligible Products	Conventional mortgages
Loan Purpose	<ul style="list-style-type: none"> ▪ Purchase ▪ Refinance
Eligible Income Types <i>(As described in the Guide)</i>	<p>The following income types are eligible for AIM:</p> <ul style="list-style-type: none"> ▪ Base non-fluctuating and fluctuating hourly employment earnings ▪ Overtime income ▪ Bonus income ▪ Commission income <p>Note: If using, AIM for income using employed data with digitized paystubs and W-2 forms the eligible income types require the presence of base income to be eligible for assessment.</p> <p>The following employment earnings are not eligible:</p> <ul style="list-style-type: none"> ▪ Military pay ▪ Earnings with the following characteristics: <ul style="list-style-type: none"> ○ Earnings of a borrower employed by a family member, the property seller, real estate broker or other interested party to the transaction ○ Employed income from foreign sources ○ Income reported on Internal Revenue Service (IRS) Form 1099 <p>Note: Income — such as self-employed income, rental income, alimony, child support, etc. — that cannot be assessed with this capability will not be eligible for income rep and warranty relief; however, the income type may still be used as qualifying income provided it is documented and verified in accordance with the Guide.</p>



Topic	Requirement
Underwriting Requirements	<ul style="list-style-type: none">▪ All employed income data must be in U.S. dollars.▪ You must confirm that the information on the third-party verification report or on the paystub(s) and W-2 form(s) is for the correct borrower and employer.▪ When the employed income data has been obtained from the borrower's paystub(s) and W-2 form(s): The paystub(s) and W-2 form(s) must be maintained in the mortgage file.▪ When the employed income data has been obtained from the borrower's paystub(s) and W-2 form(s): The paystub must show the time period covered, the current pay period dates and earnings and complete year-to-date earnings.▪ In addition, no more than 10 business days prior to the Note Date, you must confirm the borrower's employment by obtaining a 10-day pre-closing verification of employment in accordance with the requirements of Section 5302.2.▪ If the borrower took a temporary leave of absence, as of the date of the verification report, the borrower must have returned to work. Note: If the employed income data has been obtained from the borrower's paystub(s) and W-2 form(s), you must maintain documentation in the mortgage file showing the borrower has returned to work.▪ You must have no knowledge, information or documentation that contradicts a reasonable expectation of continuance of income or probability of consistent receipt of income for at least the next three years.
Age of Verifications	<ul style="list-style-type: none">▪ Verification report is obtained: The verification report must be dated no more than 120 days before the Note Date*. The expiration date of the verification report reflected in feedback messaging on the Last Feedback Certificate complies with the requirements in Section 5102.4.▪ When the employed income data has been obtained from the borrower's paystub(s) and W-2 form(s): The paystub and W-2 must be dated no more than 120 days before the Note Date* and the paystub must be dated no more than 30 days before the application received date. <p>*Note Date or Effective Date of Permanent Financing for Construction Conversion and Renovation Mortgages.</p>
Loan Product Advisor	You must: <ul style="list-style-type: none">▪ Receive an LPA Accept Risk Class▪ Submit the most current version of the employed income data to LPA. If you obtain an updated verification report, paystub(s) or W-2 form(s), you must resubmit the employed income data to LPA.▪ Submit to LPA the income amount you used to underwrite the mortgage.▪ Investigate and resolve any inconsistent or contradictory information between the verification report, information contained in Form 65 and the mortgage file, and if applicable, resubmit to LPA with the correct information.
Delivery	Loan must be delivered through Loan Selling Advisor® as a Loan Product Advisor mortgage with an LPA AUS Key Number.



Income Representation and Warranty Relief Results

LPA assesses the eligible income types on an individual borrower-level and income component-level basis for income representation and warranty relief eligibility, see below. On a loan-level basis, LPA returns one of the following income rep and warranty results on the feedback certificate using an “Income R&W Relief” indicator of: Eligible, Partial, Not Eligible, or Unavailable in the **Assessment Summary** section of the Loan Product Advisor Feedback Certificate (Figure 1). The Feedback Certificate also provides additional messages associated with the income rep and warranty relief result in the **Employment and Income Messages** section of the Loan Product Advisor Feedback Certificate (Figure 2). Review the messages and reconcile them against the information with the employed income data. Keep in mind, after you review the messages and determine what, if any action is needed, you may choose to resubmit the loan.

To obtain relief, the data on the last complete Loan Product Advisor Feedback Certificate must be consistent with the data delivered to Freddie Mac.

Terms	
Loan-level representation and warranty relief	All income assessed and used for qualification purposes is from an eligible income type(s) and receives income representation and warranty relief for the accuracy of the income calculation on the verification report or paystub(s) and W-2 form(s), and the accuracy and integrity of the data represented on the verification report*.
Partial representation and warranty relief	Multiple sources of income are used for qualification purposes, however, representation and warranty relief is received only for eligible income type(s) on the verification report or paystub(s) and W-2 form(s) and accuracy and integrity of the data represented on the verification report*.

*When employed income data is obtained from the borrower’s paystub(s) and W-2 form(s): You are **not** relieved from the representations and warranties related to the accuracy and integrity of the data on the paystub(s) and W-2 form(s).

Figure 1: Loan Product Advisor Feedback Certificate - Assessment Summary Section

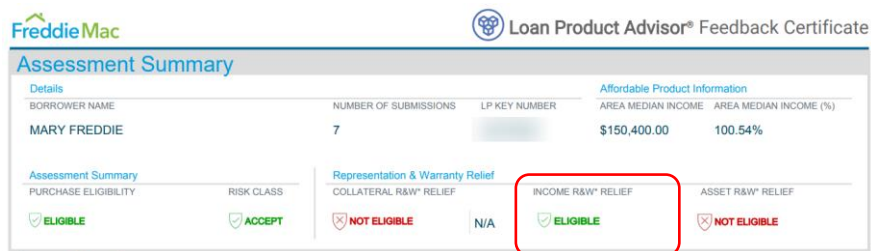


Figure 2: Loan Product Advisor Feedback Certificate – Employment and Income Messages Section

Employment And Income Messages	
CODE	MESSAGE
FEI0030	The loan is eligible for loan-level income representation and warranty relief.
FEI0224	John Freddie's submitted COMPANY income of \$6,000.00 is relieved of representation and warranties for the accuracy of the income calculation and the integrity of data. The income was assessed using the Vendor-123456 report dated 8/3/2022 expires 12/1/2022. No further documentation is required for this income

Example using a verification report



Loan Product Advisor Feedback Certificate Results Returned, including Documentation Requirements:

The following chart provides a summary of income assessment results and the messages returned to confirm income representation and warranty relief eligibility and documentation requirements. Examples provided below are the results returned when you obtain and submit a verification report. Refer to the [AIM for Income Using Employment Data with Digitized Paystubs and W-2s](#) job aid for examples of the results when using digitized paystubs and W-2 data.

Eligibility Result	Representation and Warranty Relief	Income Documentation Requirements
<p>Income R&W Relief Indicator:</p> <p> ELIGIBLE</p> <p>Eligible for Income Representation and Warranty Relief</p>	<p>You are relieved from enforcement of the following representation and warranties:</p> <ol style="list-style-type: none"> 1. Accuracy of the income calculation related to eligible income types that are on the verification report, or paystub(s) and W-2 form(s), and 2. Accuracy and integrity of the data represented only on the verification report. <p>Note: You are not relieved from the representations and warranties related to the accuracy and integrity of the data when obtained from the borrower's paystub(s) and W-2 form(s).</p>	<p>For eligible income types that are on the verification report or paystub(s) the verification report, paystub(s) and W-2 form(s), as applicable, are acceptable documentation and must be maintained in the mortgage file.</p> <p>Note: Paystub and W-2 documentation must meet the requirements of Section 5302.2.</p> <p>A loan may have multiple income sources and one or more is eligible for income representation and warranty relief. For the income source(s) not eligible for income representation and warranty relief, you must either:</p> <ol style="list-style-type: none"> 1. Verify and document the income as required by the Guide, or 2. Remove the income and resubmit the loan to LPA.

Example using a verification report:

FreddieMac Loan Product Advisor® Feedback Certificate

Assessment Summary

Details

BORROWER NAME	NUMBER OF SUBMISSIONS	LP KEY NUMBER	Affordable Product Information
MARY FREDDIE	7		AREA MEDIAN (\$150,400.00)

Assessment Summary

PURCHASE ELIGIBILITY	RISK CLASS	Representation & Warranty Relief	INCOME R&W* RELIEF
ELIGIBLE	ACCEPT	NOT ELIGIBLE / N/A	ELIGIBLE

NOT ELIGIBLE


Eligible for income rep and warranty relief at the loan-level

Employment And Income Messages



CODE	MESSAGE
FEI0030	The loan is eligible for loan-level income representation and warranty relief.
FEI0224	John Freddie's submitted COMPANY income of \$6,000.00 is relieved of representation and warranties for the accuracy of the income calculation and the integrity of data. The income was assessed using the Vendor-123456 report dated 8/3/2022 expires 12/1/2022. No further documentation is required for this income
FEI0223	Mary Freddie's submitted MilitaryBasePay income is not required. Either remove this income and resubmit or document this income in accordance with Freddie Mac Single-Family Seller/Service Guide Topic 5300.

Borrower's income source is an eligible income type reported on the income verification report and assessed by LPA which is sufficient to support the loan.



Eligibility Result	Representation and Warranty Relief	Income Documentation Requirements
<p>Income R&W Relief Indicator:</p> <p> PARTIAL</p> <p>Eligible for Partial Income Representation and Warranty Relief</p>	<p>When partial income representation and warranty relief is received, you are relieved from:</p> <ol style="list-style-type: none"> 1. Accuracy of the income calculation related to eligible income types that are on the verification report, paystub(s) and W-2 form(s), and 2. Accuracy and integrity of the data represented on the verification report. <p>Note: You are not relieved from the representations and warranties related to the accuracy and integrity of the data when obtained from the borrower's paystub(s) and W-2 form(s).</p> <p>Note: You are relieved from enforcement of representations and warranties related to the borrower's income confirmed by LPA feedback messages.</p>	<p>For eligible income types that are on the verification report or paystub(s), and W-2 form(s), as applicable, are acceptable documentation and must be maintained in the mortgage file.</p> <p>Note: Paystub and W-2 documentation must meet the requirements of Section 5302.2.</p> <p>When the loan has multiple income sources and one or more income sources are needed to qualify the borrower, document the income source(s) as required by the feedback message.</p>



Example using a verification report:




Assessment Summary

Details		Affordable Product Information	
BORROWER NAME	NUMBER OF SUBMISSIONS	LP KEY NUMBER	AREA
MARY FREDDIE	7		\$150

Assessment Summary

PURCHASE ELIGIBILITY	RISK CLASS
 ELIGIBLE	 ACCEPT

Representation & Warranty Relief

COLLATERAL R&W* RELIEF	INCOME R&W* RELIEF	ASSET R&W* RELIEF
 NOT ELIGIBLE	 PARTIAL	 NOT ELIGIBLE


Employment And Income Messages

CODE	MESSAGE
FEI0295	The loan is eligible for partial income representation and warranty relief.
FEI0226	Andy Freddie submitted COMPANY income of \$6,000.00 is relieved of representation and warranties for the accuracy of the income calculation and the integrity of data. The income was assessed using the Vendor-123dd report dated 7/7/2022 expires 11/7/2022. No further documentation is required for this income
FEI0093	Dividend or interest income for Andy Freddie must be supported by signed, complete individual federal tax returns for the most recent two-year period OR year-end asset account statements for the most recent two years evidencing all dividend and interest income for each year for the income producing asset(s). Evidence of sufficient assets to support the qualifying income is required.

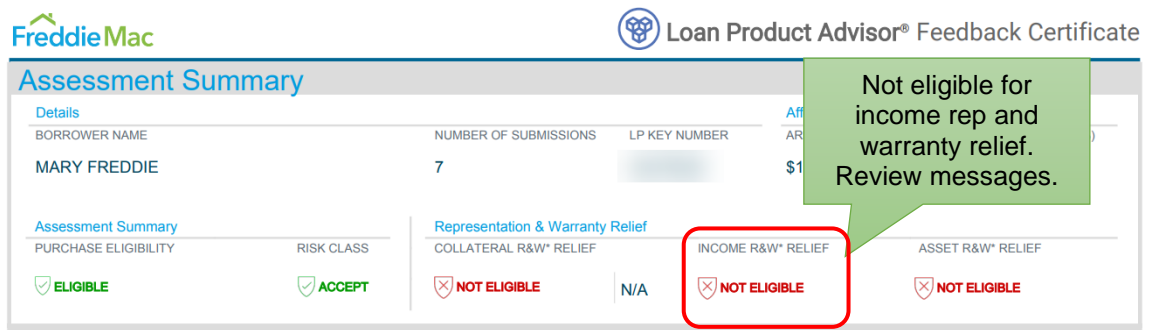
Eligible for partial income rep and warranty relief.

Partial income representation and warranty relief received for the eligible income type documented on a verification report is eligible for income rep and warranty relief, as long as, the other income is documented per the Guide.



Eligibility Result	Representation and Warranty Relief	Income Documentation Requirements
<p>Income R&W Relief Indicator:</p> <p> NOT ELIGIBLE</p> <p>Not Eligible for Income Representation and Warranty Relief</p>	<p>LPA does not return a feedback message indicating representation and warranty relief has been received.</p> <p>You are not eligible for relief from enforcement of representations and warranties related to the borrower's income.</p>	<p>The income must be verified and documented as required by the Guide.</p>

Example using a verification report:








FreddieMac Loan Product Advisor® Feedback Certificate

Assessment Summary

Details

BORROWER NAME	NUMBER OF SUBMISSIONS	LP KEY NUMBER	APPROVAL STATUS
MARY FREDDIE	7	[REDACTED]	\$1 [REDACTED]


Assessment Summary

PURCHASE ELIGIBILITY	RISK CLASS	Representation & Warranty Relief	INCOME R&W RELIEF	ASSET R&W RELIEF
 ELIGIBLE	 ACCEPT	 NOT ELIGIBLE N/A	 NOT ELIGIBLE	 NOT ELIGIBLE

Not eligible for income rep and warranty relief. Review messages.

Employment And Income Messages		Document income per the Guide
CODE	MESSAGE	
FEI0029	The loan is not eligible for income representation and warranty relief.	
FEI0113	For SONNY FREDDIE, the total derived income is \$9,166.67.	
FEI0117	SONNY FREDDIE's gross base income of \$9,166.67 at Enterprise USA was derived using Employment – "Vendor" report.	
FEI0055	Unable to assess commission income for SONNY FREDDIE at Enterprise USA because missing or insufficient years of income was received on the "Vendor" income verification report.	
FEI0034	Signed IRS Form 4506: Any borrower whose income is used to qualify is required to sign IRS Form 4506 no later than the Note Date.	
FEI0102	A 10-day pre-closing verification (10-day PCV) for SONNY FREDDIE is required for each source of employment income used to qualify. The 10-day PCV must be dated no more than 10 business days prior to the Note Date or after the Note Date but prior to the Delivery Date.	
FEI0069	Employment/base income for SONNY FREDDIE for base non-fluctuating hourly earnings must be supported by a YTD paystub documenting all YTD earnings and W-2(s) for the most recent calendar year, OR a written VOE documenting all YTD earnings and earnings for the most recent calendar year.	
FEI0090	Commission income for SONNY FREDDIE must be supported by YTD paystub(s) documenting all YTD earnings and W-2s for most recent two calendar years OR a written VOE documenting all YTD and most recent two calendar year earnings.	



Eligibility Result	Representation and Warranty Relief	Income Documentation Requirements
<p>Income R&W Relief Indicator</p> <p> UNAVAILABLE</p> <p>Unable to Assess for Income Representation and Warranty Relief</p>	<p>LPA was unable to assess the borrower’s income. This could be due to missing or incomplete information or a system being down.</p> <p>You are not eligible for relief from enforcement of representations and warranties related to the borrower’s income.</p>	<p>The income must be verified and documented as required by the Guide.</p>

Additional Documentation

When using an Income Verification Report

You must maintain a copy of the verification report in the loan file for loans with income that is eligible for representation and warranty relief.

Internal Revenue Service (IRS) Form 4506-C

For mortgages that receive an income representation and warranty relief feedback message of either “Eligible” for loan-level income representation and warranty relief or “Eligible” for partial income representation and warranty relief and a feedback message that no further documentation is required for the income reflected on the verification report, if **all** the income of a borrower is from an [eligible income type](#) and is **on the verification report**, you do **not** need to obtain and maintain in the loan file the following:

- An IRS Form 4506-C (or alternative form acceptable to the IRS that authorizes the release of comparable tax information to a third-party signed by the borrower, or
- A Commonwealth of Puerto Rico Form 2907 or Form 4506-C (or an alternate form that authorizes the release of comparable tax information to a third party), as applicable, signed by the Borrower for income that is derived from sources in Puerto Rico, Guam or the U.S. Virgin Islands and is exempt from federal income taxation under the Internal Revenue Code.

For mortgages using paystub(s) and W-2 form(s) as employed income data that receive an income representation and warranty result of either “Eligible for Income Representation and Warranty Relief” or “Eligible for Partial Income Representation and Warranty Relief”, the documentation requirement for IRS Form 4506-C of Section 5302.5 applies.

For mortgages that received an income representation and warranty result of either “Not Eligible for Income Representation and Warranty Relief” or “Unable to Assess for Income Representation and Warranty Relief”, the requirements of Section 5302.5 apply.



Did you know?

10-Day Pre-Closing Verification (10-day PCV): AIM for Employment Using Payroll Data

LPA automates the 10-day PCV requirement using the payroll data obtained from the income/employment verification report and provides a 10-day PCV close-by-date message that is returned on the LPA Feedback Certificate. If the loan closes before the close-by-date, the 10-day PCV requirement is met. If the Note Date will be after the close-by-date (e.g. the close-by-date expires) we have automated options to update the close-by-date.

You do **not** receive representation and warranty relief for the 10-day PCV.

For more information refer to the [10-Day Pre-Closing Verification At-a-Glance](#) job aid.

Seller's In-House Quality Control Program (Guide Section 3402.7)

Notwithstanding the requirements of Guide, for mortgages selected for pre-closing and/or post-closing quality control review that receive an income rep and warranty message of either "Eligible" for loan-level or "Eligible" for partial income representation and warranty relief with a feedback message indicating that no further documentation is required, for the income reflected on the verification report using employed income data or paystub(s) and W-2 form(s), you are **not required** to do the following for [eligible income types](#) that are on the verification report or paystub(s) and W-2 form(s).

- Reverify or recalculate the income
- Obtain IRS income information using Form 4506-C or acceptable alternate form for the assessed income, **or**
- Obtain income information using Commonwealth of Puerto Rico Form 2907 or Form 4506-C or acceptable alternate form for the assessed income

Note: For mortgages using paystub(s) and W2 form(s) as employed income data that receive an income representation and warranty result of either "Eligible for Income Representation and Warranty Relief" or "Eligible for Partial Income Representation and Warranty Relief", the documentation requirement for IRS Form 4506-C of Section [5302.5](#) applies.



Details on AIM Using Employed Income Data

The next several sub-sections cover details, including the initial setup process and steps for using LPA's automated income assessment when obtaining a verification report from a service provider.

Refer to the [AIM for Income Using Employment Data with Digitized Paystubs and W-2s](#) job aid for information on getting started with the AIM Check API and LPA.

Initial Setup When Obtaining a Verification Report

To benefit from AIM using employed income data, you must first have an agreement for applicable verification services with a service provider that authorizes the service provider to share the employment data with Freddie Mac. You are not required to use the automated income assessment.

For more information on the specific initial set-up process with each eligible service provider please refer to the [Appendices](#) of this resource.

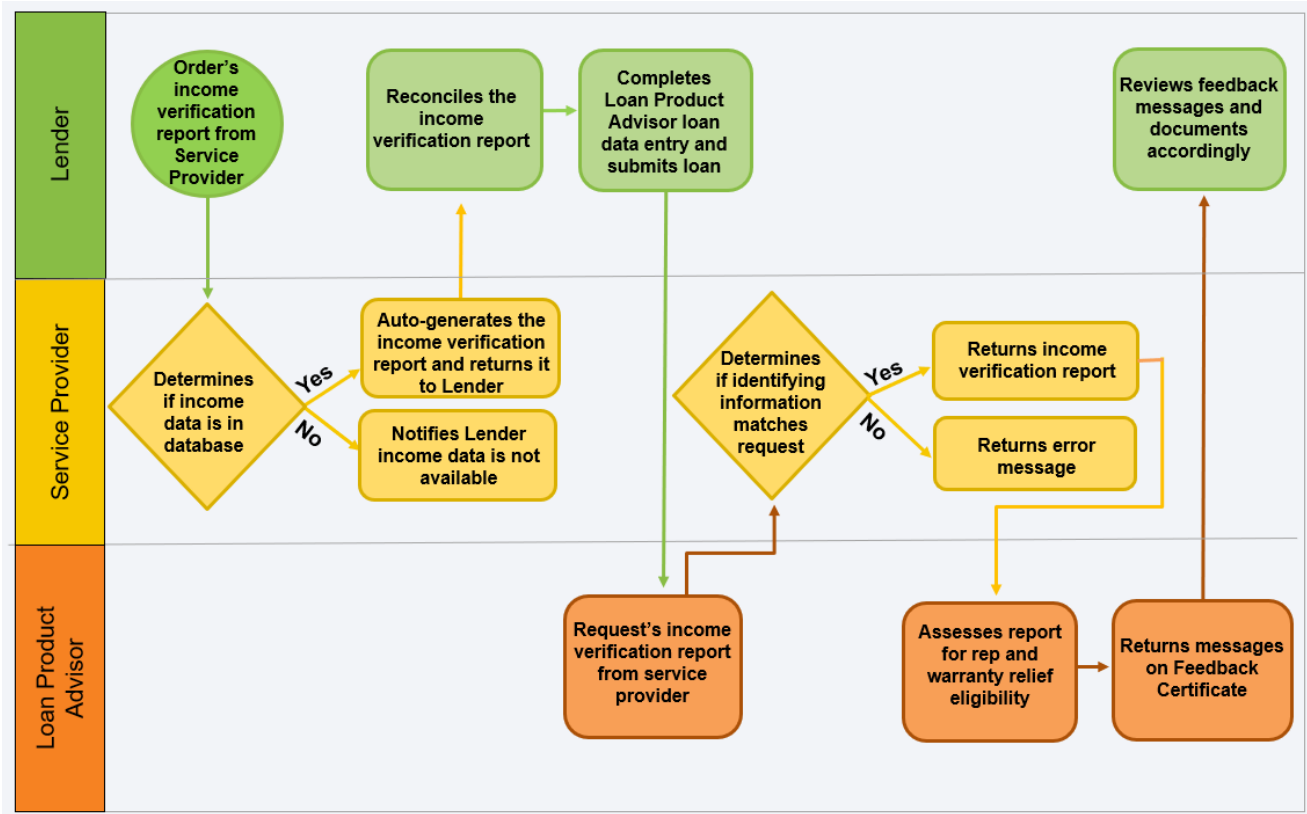
After setup is complete with the service provider, LPA offers various request methods based on your selected service provider, refer to the [Appendices](#) for more information on how to receive the income verification data from the service provider.

NOTE: Freddie Mac does not endorse, or make any representations or warranties to lenders regarding, any service provider. Each lender is solely responsible for the decision of whether to engage a given provider, and on what terms, and for ensuring that the providers it engages have in place and maintain controls, processes, and procedures that satisfy the lender's business, operational, risk, legal and regulatory requirements.



Steps for Originating AIM Using Employed Income Data

To originate loans that may be eligible for income rep and warranty relief using a verification report you must complete the steps outlined below. Based on your organization's business processes, the order in which you complete the steps may vary.



Step 1: Order the Income Verification Report from the Service Provider

As part of your process for gathering loan application data and authorizations, also obtain the borrower's authorization to receive the borrower's income information from or through the service provider and to share the information with Freddie Mac. After you have obtained the borrower's authorization, order the verification report from the service provider.

For more information on the specific ordering process for your service provider, refer to the [Appendices](#) of this resource.



Step 2: Reconcile the Income Verification Report(s)

Using an automated process, the service provider generates the verification report from its database, or third-party database, if the data is available. If income data is not available, the service provider will notify you.

For an example of a specific service providers “Income Verification Report” refer to the [Appendices](#) of this resource.

After you receive the report(s), review the information and address any inconsistent or contradictory information between the report(s) and the mortgage file. For example:

- Does the borrower’s identifying information match the loan application (employee name, SSN, address)?
- Do the employer and dates of employment match the loan application?
- Does the borrower’s income type match the loan application?
- Does the borrower’s payment frequency match the loan application?
- Is the borrower’s income amount consistent with the amount disclosed on the loan application?

Reminder: All income verifications must be dated no more than 120 days before the Note Date, or Effective Date of Permanent Financing for Construction Conversion and Renovation Mortgages and may contain up to three years of data.

Step 3: Complete Loan Data Entry

Once you have reviewed the report(s) and addressed inconsistencies, complete your loan data entry. Keep the following in mind when entering data:

- Income must be entered by income type for each borrower for LPA to make an accurate assessment. Enter the borrower’s gross monthly income amount used to underwrite the loan.

Step 4: Submit to Loan Product Advisor

For **System-to-system (S2S) integration** users:

- From your system, provide the Report ID and submit the loan to LPA to begin the assessment. LPA sends a request to the service provider based on the applicable information provided, refer to the [Initial Set-up](#).
- For **direct access** users accessing LPA through Freddie Mac Loan Advisor® portal **when providing** the Report ID:
 - On the Request Services Metro Stop select the **Request Verification Report** check box, the **Borrower**, and **Verification Company** and enter the **Reissue ID/Report ID** located on the service provider’s income verification report (refer to Figure 1). Click **Add Request**, and once all applicable data has been entered, click **Submit**. (refer to **Figure 1**).

The service provider must match the information provided in the request to release the report data to LPA.



If a match is made, LPA receives the report and completes an analysis on the income as a part of its assessment. Income is derived on an income component-level (base, bonus, commission and overtime) basis. If a match isn't made, you will receive a message indicating LPA was unable to process the report for an individual borrower.

Note: LPA submits a request to the service provider on every submission, however, new data will not be returned unless you order a new report. For example, if the borrower received a raise and you want LPA to consider the raise in its assessment, you need to order a new income verification report and resubmit to LPA.

Figure 1: Direct Entry - Request Services Page

After you have entered all the information, click **Submit**.

Select **Add Request** to add the request information to display in the Order Summary section.

Select **Request Verification Report**.

Select the applicable borrower from the drop down.

Select the applicable Service Provider.

Enter the **Report Number** provided in the Income Verification Report from the Service Provider.

The Order Summary section displays once you click “Add Request”

The **Order Summary** section displays the order history, including prior Reissue Key(s).

To delete a request from the Order Summary, click on the trash can.

BORROWER NAME	VERIFICATION TYPE	VERIFICATION COMPANY	REISSUE ID/REPORT ID	ACTION
[Redacted]	Asset	[Redacted]	[Redacted]	[Trash Icon]
[Redacted]	Income	[Redacted]	[Redacted]	[Trash Icon]

When you click **Submit**, Loan Product Advisor sends the request to the service provider’s system.



Step 5: Review the Loan Product Advisor Results

An “**Income R&W Relief**” indicator displays in the **Assessment Summary** section of the Loan Product Advisor Feedback Certificate, indicating if the loan is eligible for income rep and warranty relief. Messages from the automated income assessment are also returned in the **Employment and Income** section of the Loan Product Advisor Feedback Certificate, Refer to the [Income Representation and Warranty Results](#) section.

Review the messages and reconcile them against the information in the verification report(s). Keep in mind, after you review the messages and determine what, if any action is needed, you may choose to resubmit the loan.

Step 6: Deliver the Loan to Freddie Mac

When you are ready to deliver the loan to Freddie Mac, you must deliver it through Loan Selling Advisor with the LP AUS Key Number. Loan Selling Advisor confirms that the data from the last Loan Product Advisor Feedback Certificate is consistent with the data delivered in Loan Selling Advisor, and when applicable, provides rep and warranty relief from certain selling reps and warranties related to the borrower’s income.

Prior to delivery, Loan Quality Advisor® may be used as a supportive tool for managing the income rep and warranty relief eligibility that was determined in Loan Product Advisor. After delivery, Loan Coverage Advisor® may be used to track income rep and warranty relief.

Where to Get Help



For questions related to the automated income assessment, please contact your Freddie Mac representative or Freddie Mac’s Customer Support Center at 800-FREDDIE. Also, visit the Asset & Income Modeler (AIM) [web page](#). For questions related to your service provider’s system, contact your respective Freddie Mac representative.



Reminder: To take advantage of the new enhancement using digitized paystubs and W-2 forms, refer to the [AIM for Income Using Employment Data with Digitized Paystubs and W-2s](#) job aid and contact your respective Freddie Mac representative.



Loan Product Advisor Examples

The following Feedback Certificate examples display messages you may see in your results in the **Assessment Summary** section and the **Employment and Income Messages** section when using a verification report.

The following examples received a Risk Class of **“Accept”**

Example 1 – Loan is Eligible for Loan-Level Relief

The loan was submitted with the following income types:

Eligible Income Types on an income verification report

- Jess Freddie: Base employment income (ABC USA)

Eligible types not on an income verification report and/or other income types

- N/A



Loan Product Advisor® Feedback Certificate

Assessment Summary			Affordable Product Information		
Details		NUMBER OF SUBMISSIONS	LP KEY NUMBER	AREA MEDIAN INCOME	AREA MEDIAN INCOME (%)
BORROWER NAME JESS FREDDIE		7		\$150,400.00	100.54%
Assessment Summary		Representation & Warranty Relief			
PURCHASE ELIGIBILITY	RISK CLASS	COLLATERAL R&W* RELIEF	INCOME R&W* RELIEF	ASSET R&W* RELIEF	
ELIGIBLE	ACCEPT	NOT ELIGIBLE	ELIGIBLE	NOT ELIGIBLE	
		N/A			

Employment And Income Messages	
CODE	MESSAGE
FEI0030	The loan is eligible for loan-level income representation and warranty relief.
FEI0224	Jess T FREDDIE's submitted ABC USA income of \$3,700.00 is relieved of representation and warranties for the accuracy of the income calculation and the integrity of data. The income was assessed using the Vendor payroll 12320 report. This report dated 6/1/2022 expires 9/29/2022 and must be retained in the loan file. No further documentation is required for this income
FEI0289	For JESS T FREDDIE, employment at ABC USA was assessed using the (Vendor:1234 papcv-payroll) report. The 10-day pre-closing verification (10-day PCV) requirement is met if the Note Date is on or before 6/14/2022 and ABC USA matches submitted employment.
FEI0102	A 10-day pre-closing verification (10-day PCV) for JESS T FREDDIE is required for each source of employment income used to qualify. The 10-day PCV must be dated no more than 10 business days prior to the Note Date or after the Note Date but prior to the Delivery Date.



The Results from Example 1 indicate:

Income Representation and Warranty Relief Result		Feedback Messages
Loan Level or Partial Income RW Relief Eligibility?	Loan-level	Income assessed is an eligible income type reported on an income verification report. Message Code FEI0030: Based on the assessment, the loan is eligible for income rep and warranty relief. The borrower's submitted eligible income type is sufficient to support the loan.

Documentation Requirements		
Topic	Eligible Income Type	Feedback Messages
Income Verification Report	✓	Message Code FEI0224: The income verification report is sufficient documentation to support the submitted eligible income for Jess Freddie. Maintain in the mortgage file.
Paystub/W-2(s)	✗	Message Code FEI0224: No further documentation is required for this income type (e.g. paystub(s), W-2(s), or written VOE).
10-day PCV	✗	Message Code FEI0289 and FEI0102: If the Note Date is before the close-by-date, the 10-day PCV requirement is met. If the close-by-date expires before the Note Date, refer to the 10-day PCV section for next steps.
4506-C	✗	If all the borrower's income is an eligible income type assessed by Loan Product Advisor, you are not required to obtain a 4506-C, therefore, Message Code FEI0034 is not returned.
Other documentation	N/A	Not applicable



Example 2 – Loan is Eligible for Loan-Level Relief

In this example, the loan was submitted with the following income types:

Eligible Income Types on an income verification report

- John Freddie: Base employment income (ABC USA)

Eligible types not on an income verification and/or other income types

- Mary Freddie: Military Base Pay



Loan Product Advisor® Feedback Certificate

Details		Affordable Product Information		
BORROWER NAME	NUMBER OF SUBMISSIONS	LP KEY NUMBER	AREA MEDIAN INCOME	AREA MEDIAN INCOME (%)
JOHN FREDDIE	7		\$150,400.00	100.54%

Assessment Summary		Representation & Warranty Relief		
PURCHASE ELIGIBILITY	RISK CLASS	COLLATERAL R&W* RELIEF	INCOME R&W* RELIEF	ASSET R&W* RELIEF
ELIGIBLE	ACCEPT	NOT ELIGIBLE	ELIGIBLE	NOT ELIGIBLE

Employment And Income Messages	
CODE	MESSAGE
FEI0030	The loan is eligible for loan-level income representation and warranty relief.
FEI0224	John FREDDIE's submitted ABC USA income of \$6,000.00 is relieved of representation and warranties for the accuracy of the income calculation and the integrity of data. The income was assessed using the Vendor papcv-payroll 12321 report. This report dated 6/1/2022 expires 9/29/2022 and must be retained in the loan file. No further documentation is required for this income.
FEI0223	Mary FREDDIE's submitted MilitaryBasePay income is not required. Either remove this income and resubmit or document this income in accordance with Freddie Mac Single-Family Seller/Servicer Guide Topic 5300.
FEI0034	Signed IRS Form 4506: Any borrower whose income is used to qualify is required to sign IRS Form 4506 no later than the Note Date.
FEI0289	For John FREDDIE, employment at ABC USA was assessed using the (Vendor: 1234 papcv-payroll) report. The 10-day pre-closing verification (10-day PCV) requirement is met if the Note Date is on or before 6/14/2022 and ABC USA matches submitted employment.
FEI0102	A 10-day pre-closing verification (10-day PCV) for John FREDDIE is required for each source of employment income used to qualify. The 10-day PCV must be dated no more than 10 business days prior to the Note Date or after the Note Date but prior to the Delivery Date.



The Results from Example 2 indicate:

Income Representation and Warranty Relief Result		Feedback Messages
Loan Level or Partial Income RW Relief Eligibility?	Loan-level	<p>Loan was submitted with an eligible and not eligible income type.</p> <p>The borrower's submitted eligible income type (John Freddie) on the income verification report is sufficient to support the loan. Mary Freddie's income is not an eligible income type and not reported on an income verification report, however, it is not required to support the loan, refer to Message Code FEI0223</p> <p>Message Code FEI0030: Based on the assessment, the loan is eligible for income rep and warranty relief.</p>

Documentation Requirements			
Topic	Eligible income type on an income verification report	income NOT on an income verification report	Feedback Messages
Income Verification Report	✓	N/A	<p>Message Code FEI0224: The income verification report is sufficient documentation to support the submitted eligible income type for John Freddie. Maintain in the mortgage file.</p> <p>Mary Freddie's income is not reported on an income verification report.</p>
Paystub/W-2(s)	✗	Not required. Remove income and resubmit*	<p>Message Code FEI0224: No further documentation is required for John Freddie (e.g. paystub(s), W-2(s) or written VOE).</p> <p>Message Code FEI0223: The submitted eligible income type reported on the third-party report for John Freddie is sufficient to support the loan. Mary Freddie's income is not required, therefore, you have the *option, for Mary Freddie's income type, to:</p> <ul style="list-style-type: none"> Verify and document the income, Message Code FEI0223, or, remove the income and resubmit the loan to LPA, Message Code FEI0223.
10-day PCV	✗	Not required. Remove income and resubmit**	<p>Message Code FEI0289 and FEI0102: If the Note Date is before the close-by-date, the 10-day PCV requirement is met. If the close-by-date expires before the Note Date, refer to the 10-day PCV section for next steps.</p> <p>**However, not required for Mary Freddie if you remove her income and resubmit the loan to LPA (refer to Message Code FEI0223).</p>
4506-C	✓		Message Code FEI0034: Obtain a signed IRS Form 4506, unless , you remove Mary Freddie's income and resubmit to LPA.
Other documentation			Not applicable



Example 3 – Loan is Not Eligible for Loan-Level Income Rep and Warranty Relief, Eligible for Partial Rep and Warranty Relief for Income on the Income Verification Report

In this example, the loan was submitted with the following income types:

Eligible Income Types on an income verification report

- Andy Freddie: Base employment income (ABC USA)

Eligible types not on an income verification report and/or other income types

- Andy Freddie: child support



Assessment Summary			Affordable Product Information		
Details		NUMBER OF SUBMISSIONS	LP KEY NUMBER	AREA MEDIAN INCOME	AREA MEDIAN INCOME (%)
BORROWER NAME		7		\$150,400.00	100.54%
ANDY FREDDIE					
Assessment Summary		Representation & Warranty Relief			
PURCHASE ELIGIBILITY	RISK CLASS	COLLATERAL R&W RELIEF	INCOME R&W RELIEF	ASSET R&W RELIEF	
ELIGIBLE	ACCEPT	NOT ELIGIBLE	PARTIAL	NOT ELIGIBLE	
		N/A			

Employment And Income Messages	
CODE	MESSAGE
FEI0295	The loan is eligible for partial income representation and warranty relief.
FEI0224	Andy FREDDIE's submitted ABC USA income of \$5,600.00 is relieved of representation and warranties for the accuracy of the income calculation and the integrity of data. The income was assessed using the Vendor papcv-payroll 1234 papcv-payroll report. This report dated 6/1/2022 expires 9/29/2022 and must be retained in the loan file. No further documentation is required for this income.
FEI0055	Unable to assess overtime income for Andy FREDDIE at ABC USA because missing or insufficient years of income was received on the "Vendor" income verification report.
FEI0055	Unable to assess bonus income for Andy FREDDIE at ABC USA because missing or insufficient years of income was received on the "Vendor" income verification report.
FEI0289	For Andy FREDDIE, employment at ABC USA was assessed using the (Vendor: 1234 papcv-payroll) report. The 10-day pre-closing verification (10-day PCV) requirement is met if the Note Date is on or before 6/14/2022 and ABC USA matches submitted employment.
FEI0102	A 10-day pre-closing verification (10-day PCV) for Andy FREDDIE is required for each source of employment income used to qualify. The 10-day PCV must be dated no more than 10 business days prior to the Note Date or after the Note Date but prior to the Delivery Date.
FEI0067	Alimony or child support income for Andy FREDDIE must be supported by documentation evidencing receipt of the income for the most recent six months and signed court order, legally binding separation agreement and/or final divorce decree verifying the payor's obligation for the previous six months, including the amount and the duration of the obligation. Proof of the ages of the children for which child support is received.
FEI0034	Signed IRS Form 4506: Any borrower whose income is used to qualify is required to sign IRS Form 4506 no later than the Note Date.



The Results from Example 3 indicate:

Income Representation and Warranty Relief Result		Feedback Messages
Loan Level or Partial income representation and warranty relief?	Partial	<p>Loan was submitted with an eligible and not eligible income type.</p> <p>The eligible income type (Andy Freddie) reported on an income verification report is eligible for income rep and warranty relief, however, the child support is not eligible for income rep and warranty relief and is required for qualification purposes.</p> <p>Message Code FEI00295: The loan is eligible for partial income rep and warranty relief, as long as, the child support is documented and verified per the Guide. Refer to Message Code FEI0067</p>

Documentation Requirements			
Topic	Eligible income type on an income verification report	Eligible income NOT on an income verification report and/or other income type	Feedback Messages
Income Verification Report	✓	N/A	Message Code FEI0224: The income verification report is sufficient documentation to support the submitted eligible income type for Andy Freddie. Maintain in the mortgage file.
Paystub(s)/ W-2(s)	✗	N/A	Message Code FEI0224: No further documentation is required for this income type (e.g. paystub(s), W2(s) or written VOE).
10-day PCV	✗	N/A	Message Code FEI0289 and FEI0102: If the Note Date is before the close-by-date, the 10-day PCV requirement is met. If the close-by-date expires before the Note Date, refer to the 10-day PCV section for next steps.
4506-C	✓		Message Code FEI0034: Obtain a signed IRS Form 4506.
Other documentation	N/A	✓	Message FEI0067: The traditional documentation requirements must be obtained for the child support income to retain the income rep and warranty relief for the submitted eligible income type.



Example 4 – Loan is Not Eligible for Loan-Level or Partial Income Rep and Warranty Relief

In this example, the loan was submitted with the following income types:

Eligible Income Types on an income verification report

- Sonny Freddie: Base employment income (ABC USA)

Eligible types not on an income verification report and/or other income types

- Sonny Freddie: Commission income (ABC USA)



Assessment Summary			Affordable Product Information		
Details		NUMBER OF SUBMISSIONS	LP KEY NUMBER	AREA MEDIAN INCOME	AREA MEDIAN INCOME (%)
BORROWER NAME		7		\$150,400.00	100.54%
SONNY FREDDIE					
Assessment Summary		Representation & Warranty Relief			
PURCHASE ELIGIBILITY	RISK CLASS	COLLATERAL R&W* RELIEF	INCOME R&W* RELIEF	ASSFT R&W* RFI IFF	
ELIGIBLE	ACCEPT	NOT ELIGIBLE	N/A	NOT ELIGIBLE	

Employment And Income Messages

CODE	MESSAGE
FEI0029	The loan is not eligible for income representation and warranty relief.
FEI0113	For SONNY FREDDIE, the total derived income is \$9,166.67.
FEI0117	SONNY FREDDIE's gross base income of \$9,166.67 at ABC USA was derived using Employment – "Vendor" report.
FEI0055	Unable to assess commission income for SONNY FREDDIE at ABC USA because missing or insufficient years of income was received on the "Vendor" income verification report.
FEI0034	Signed IRS Form 4506: Any borrower whose income is used to qualify is required to sign IRS Form 4506 no later than the Note Date.
FEI0102	A 10-day pre-closing verification (10-day PCV) for SONNY FREDDIE is required for each source of employment income used to qualify. The 10-day PCV must be dated no more than 10 business days prior to the Note Date or after the Note Date but prior to the Delivery Date.
FEI0069	Employment/base income for SONNY FREDDIE for base non-fluctuating hourly earnings must be supported by a YTD paystub documenting all YTD earnings and W-2(s) for the most recent calendar year, OR a written VOE documenting all YTD earnings and earnings for the most recent calendar year.
FEI0090	Commission income for SONNY FREDDIE must be supported by YTD paystub(s) documenting all YTD earnings and W-2s for most recent two calendar years OR a written VOE documenting all YTD and most recent two calendar year earnings.



The Results from Example 4 indicate:

Income Rep and Warranty Relief Result		Feedback Messages
Loan Level or Partial income rep and warranty relief?	Not eligible	<p>Message Code FEI0029: Based on the assessment, the loan is not eligible for income rep and warranty relief.</p> <p>Message Code FEI0055: When the income rep and warranty result is Not Eligible and Message Code FEI0224 is not returned, Loan Product Advisor will return feedback messages related to the derived income. In this case, Loan Product Advisor was unable to assess the commission income on the income verification report. Refer to, Message Code FEI0090.</p>

Documentation Requirements			
Topic	Eligible income type on an income verification report	Eligible income NOT on an income verification report and/or other income type	Feedback Messages
Income Verification Report	✓		Message Code FEI0113 is returned for the total Loan Product Advisor derived income for Sonny Freddie using the “Vendor” report. Message Code FEI0117 is returned to display the type of the Loan Product Advisor derived income for Sonny Freddie. Maintain in the mortgage file.
Paystub(s)/ W-2(s)	✓		Message Code FEI0069: For the Employment Income for Sonny Freddie obtain YTD paystub documenting a YTD earnings and W-2(s) for the most recent calendar year, OR written VOE documenting all YTD earnings and earnings for the most recent calendar year.
10-day PCV	✓		Message Code FEI0102: Traditional documentation requirement for obtaining the 10-day pre-closing verification from the employer is required for Sonny Freddie.
4506-C		✓	Message Code FEI0034: Obtain a signed IRS Form 4506.
Other documentation		✓	Message Code FEI0090: Loan Product Advisor derived income is less than the submitted income. The traditional documentation requirements must be obtained for the commission income not reported on the income verification report.

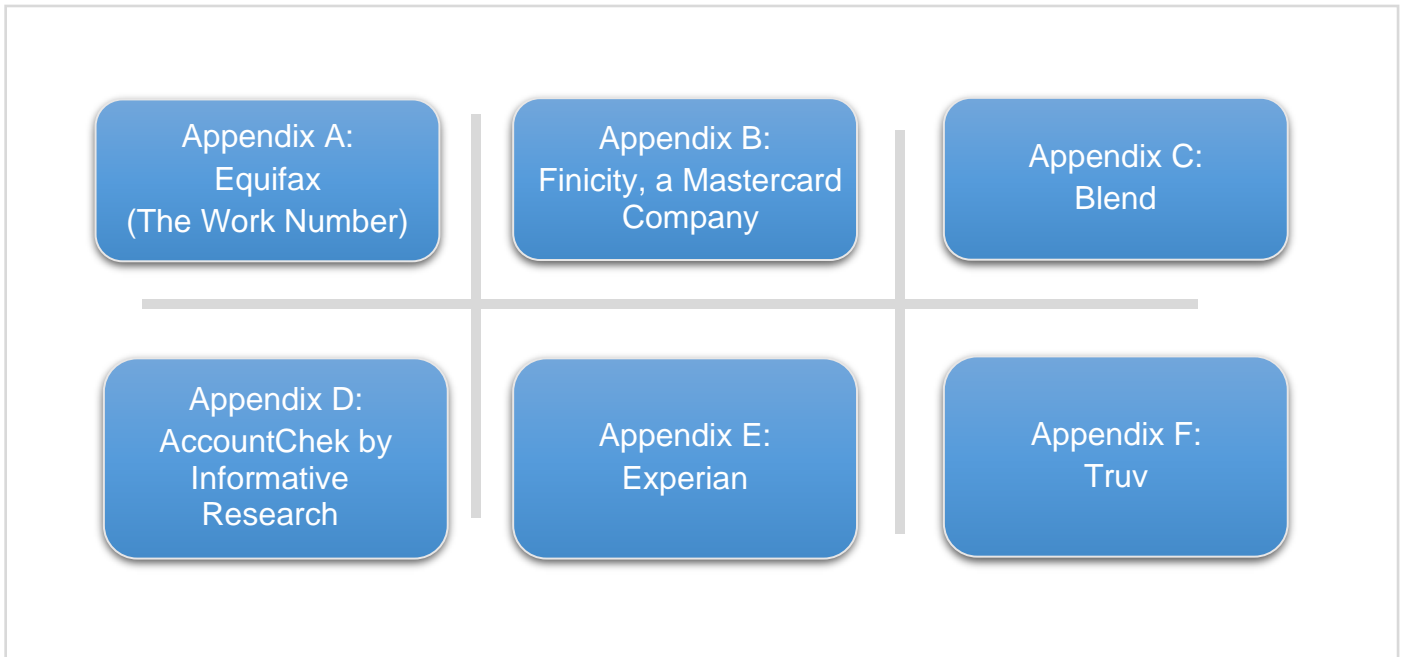
This information is not a replacement or substitute for the requirements in the Freddie Mac *Single-Family Seller/Servicer Guide* or any other contractual agreements. This information does not constitute an agreement between Freddie Mac and any other party.

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[Freddie Mac Learning](#)



To obtain an income verification report select from the following third-party service providers to get started.



To get started using our latest enhancement to AIM using employed income data to include digitized paystubs and W-2s in the income assessment, you must first be integrated with AIM Check API and LPA. To learn more contact your Freddie Mac representative and the following resources.

- [AIM Webpage](#)
- [Job aid](#)
- [Clip](#)

NOTE: Freddie Mac does not endorse, or make any representations or warranties to lenders regarding, any service provider. Each lender is solely responsible for the decision of whether to engage a given provider, and on what terms, and for ensuring that the providers it engages have in place and maintain controls, processes, and procedures that satisfy the lender's business, operational, risk, legal and regulatory requirements.

Initial Setup Information

To get started with Equifax (The Work Number), use the following steps:

1. Access the following information:
 - Contact Us: [Contact Form](#)
 - Email: info@theworknumber.com
 - How to get started [Sign Up/Registration](#) page

Note: Visit [The Work Number Income and Employment Verification](#) page for more information.

2. Sign a partnership agreement with Equifax.
3. You must also be enrolled in Audit by Loan Number (ABLN) with Equifax. To enroll in ABLN, you will need to sign an ABLN addendum for Equifax to release their audit copies of their completed verifications to Freddie Mac. Your account representative from Equifax will be able to provide this required addendum. If you do not know your account representative, send an email to info@theworknumber.com to request ABLN.

Note: If using an authorized Equifax reseller, you will need to follow the process outlined by that reseller.

4. Once these steps are complete, you are ready to begin using The Work Number – Verification of Income report. To begin using this service you **may choose** to:
 - **Opt-in** to authorize Loan Product Advisor to obtain income assessment reports on all loans submitted using the **loan number**; or, leverage the Report ID field to provide the service provider's unique **loan identifier/Report Number** on a loan by loan basis.

If you elect to “opt-in” you **must** complete the [Equifax \(The Work Number\) Opt-In Form](#).

- **Not opt-in***, provide Loan Product Advisor with the service provider's Report Number in the Report ID data field to automatically obtain the income verification report you have ordered from the service provider for that Report Number provided.

*As a Seller/Servicer, even though you did not initially complete and submit the Loan Product Advisor Automated Income Assessment-Equifax Opt-in Form, your subsequent provision of the Report Number, like the earlier formal opt-in process, will constitute your authorization for Loan Product Advisor to automatically obtain income assessment reports from Equifax as part of the automated income assessment capability.



Request Methods

Automated Income Assessment with Loan Product Advisor Request Methods		
<i>If,</i>	<i>and,</i>	<i>then,</i>
Opt-in	Report Number is not provided	Loan Product Advisor will automatically request the income verification report(s) using the lender loan number (Loan Number) and borrower(s) social security number (SSN).*
Opt-in	Report Number is provided	Loan Product Advisor will request the income verification report(s) using the Report Number and borrower(s) SSN. Note: The loan number will not be used.
Did not opt-in	Report Number is provided	Loan Product Advisor will request the income verification report(s) using the Report Number and the borrower(s) SSN(s). Note: This will allow lead numbers, TPO loan numbers, or the Loan Product Advisor ID to be used rather than the lender loan number.
Did not opt-in	Report Number is not provided	Loan Product Advisor will not request any income verification report(s) for that submission.

*Loan Product Advisor automatically sends a request to Equifax for income information, however, an income verification report is only returned when:

- An income verification report was ordered, and
- A match was made to identifying information on the request.

Note: To begin using this service through Loan Product Advisor you must select “EFX” as the service provider.

Sample Report

The following is a sample of the Equifax – The Work Number **Verification of Income Report**.

When The Work Number (TWN) report is ordered through the TWN website you must enter the lender loan number in the Tracking Number field for LPA to retrieve the report.



ORDER DETAILS

Requestor:	Linda Heckman	Inquiry Date:	5/25/20
Organization:	TWN Select Test Org	Inquiry SSN:	XXX-XX-0009
Email:	linda_heckman@freddiemac.com	Inquiry Type:	VOI
Address:	na	Permissible Purpose:	Consumer's application for credit
Cell Phone:	7036226006	Tracking Number:	LPA004JUN20
Work Phone:			

Tracking Number: The Report Number for Equifax Verification Services

THE WORK NUMBER™ VERIFICATION OF EMPLOYMENT AND INCOME

PENNY FREDDIE

XXX-XX-0009

RECORD 1 OF 1

EMPLOYER: ENTERPRISE ONE(91001)

CURRENT AS OF 05/15/2020



Order Information

Verified On: 05/25/2020
Reference #: 100208981193

Employer

Employer: Enterprise One(91001)
Headquarters Address: 1313 Mockingbird Lane
 St Louis MO 63146

Federal Employer Identification Number (FEIN): Data not provided

Employer Disclaimer: hello! This is a test for a VOI Disclaimer that will present on the verification of any employee from this employer.

Employment

Division: DEMO 1
Job Title: DEMO EMPLOYEE
Employment Status: ACTIVE
Most Recent Start Date: 01/01/2014

Original Hire Date: 01/01/2014
Total Time With Employer: 6 Years, 5 Months
Termination Reason: Data not provided

Income

Employee Rate of Pay: \$2,120.19
Employee Pay Frequency: Bi-weekly
Avg. Hrs. Worked / Pay Period: 80
Pay Cycle: Semi Monthly

Last Amount of pay Increase: \$1,000.00
Last Date of pay Increase: 04/19/2020
Next Amount of pay Increase: \$1,000.00
Next Date of pay Increase: 05/19/2021

Annual Income Summary

	Base Salary	Overtime	Commission	Bonus	Other	Total
2018	\$21,201.90	\$0.00	\$0.00	\$233.22	\$233.22	\$21,668.34
2017	\$52,500.00	\$0.00	\$0.00	\$525.00	\$525.00	\$53,550.00
2016	\$50,000.00	\$0.00	\$0.00	\$500.00	\$500.00	\$51,000.00

Initial Setup Information

Finicity is a Mastercard Company, if you are not already an existing customer and would like more information please use Finicity's contact URL for a mortgage specialist to help.

1. Contact Finicity directly:
 - Contact URL: <https://finicity.com/contact>
 - Email: Business.Development@finicity.com
 - Website: <https://www.finicity.com/lend/>
2. Finicity will contact you to determine how you'll integrate. You may:
 - Use a direct integration with a proprietary solution
 - Use your LOS/POS
 - Use FinicityReports an online portal for requesting and managing reports

Note: Visit [Finicity's Credit Decisioning](#) page for more information.

3. Sign a partnership agreement with Finicity
4. Once these steps are complete, you are ready to begin using Finicity verification reports. To begin using this service select "FNCY" as the service provider and provide the Portfolio ID or the Report ID.

Sample Report

The following is a sample of the Finicity **Verification of Income and Employment – Payroll Report**.



Elizabeth Johnson
123 Main St. Portland, OR 97035

Loan Number: **13402334**
Reference No: **3348322**
Loan Officer: **Charles Mills**

Report ID: **id6v125c6mr0-voiepayrollprovider**
Report Date: **01/15/21**
Requestor: **AcmeLending**

Report ID: The **Report ID** for Finicity.

EMPLOYER PAYROLL SUMMARY

INITECH Reporting Period 1/01/21 - 01/15/21 (Most recent)

Employee Name	Employee Address	Original Hire Date	Employment Status	Work Status	Pay Type	Pay Frequency	Pay Date
Elizabeth M. Johnson	123 Main St. Portland, OR 97035	06/01/17	Active	Full Time	Salary	Bi-weekly	01/15/21

Earnings

Type	Rate	Current Pay	YTD Total
Base	\$30.00	\$2,400.00	\$2,400.00

Deductions

Type	Total
Federal Tax	\$209.50
State Tax	\$118.11
Social Security Tax	\$148.80
Retirement Deductions	\$120.00

YTD Gross	YTD Net Pay	Gross	Net Pay
\$2,400.00	\$1,733.59	\$2,400.00	\$1,733.59

Payroll - Direct Deposit Info

Account Type	Account Number	Routing Number	Amount
Checking	...8945	123000220	\$1,733.59

Initial Setup Information

To get started with Blend, use the following steps:

1. Access the following information:
 - [Blend website](#)
 - [Contact Us: Contact Form](#)
2. Sign a partnership agreement with Blend.
3. Once these steps are complete, you are ready to begin using the BlendInsights Income Report.
4. To begin using this service through Loan Product Advisor you must:
 - Select “BLNI” as the service provider
 - Provide the Reference Number located on the BlendInsights Income Report (refer to the sample report below).

Note: Only Blend POS customers may use Blend Services and the borrower must use the POS screens.

Note: The VendorReference field in the export file will contain “-ppv” appended to the end of it in the Income section.

Example:

```
<blend:GSE_VENDOR>  
<blend:VendorIndicator>FreddieMac</blend:VendorIndicator>  
<blend:VendorName>BLNI</blend:VendorName>  
<blend:VendorReference>34470be0-929d-4861-a88a-51034fe4a772-ppv</blend:VendorReference>
```

Note: If a report is refreshed, Blend will change the reference number. You must manually update the reference number in the LPA submission or LPA will use the old report.



Sample Report

The following is a sample of the BlendInsights Income Report.


#122422 | Homer Loanseeker | 01/19/2021 17:14:54 EST

Income Report

Reference number must be submitted to LPA

Reference # 88afdec5-3c77-4e43-9170-f63c669be7b6

Current as of 04/09/2020

Borrower Information

Borrower Name(s) Homer Loanseeker

Current Address 415 Kearney Street
Centralia, WA 98531

EMPLOYMENT & INCOME

Employment Information

Employer Name Connecticut Dental Group Inc

Employer Address 16 8hS
SneMnc, CA 99999

Employment Status Active

Employment Type Full-time

Job Title

Original Hire Date 04/30/2017

Start Date 04/30/2017

Income Information

Pay Rate \$93,288.46

Pay type Salary

Pay Frequency Biweekly

Hours per week 40

Annual Income Summary

YEAR	BASE SALARY	OVERTIME	COMMISSIONS	BONUS	OTHER
2020	\$746,308	--	--	--	--
2019	\$2,382,410	--	--	--	--

Initial Setup Information

Before you can participate in AIM using employed income data with Loan Product Advisor using AccountChek by Informative Research as your service provider, you must first have an account established with AccountChek. If you are not already an existing customer and would like to sign up with AccountChek, please register on the AccountChek website at <https://www.informativeresearch.com/accountchek/>.

Note: To begin using this service through Loan Product Advisor you must select "ACIR" as the service provider. For a period of time, both "FF" and "ACIR" will be active to give you an opportunity to make system changes.

Sample AccountChek Borrower Enrollment Steps

The borrower must enroll his or her accounts in the AccountChek[®] system as indicated in the steps below:

1. The borrower accesses the email invitation they received to enroll in AccountChek and clicks Get Started. If the borrower hasn't received the email invitation:
 - Have the borrower check their email spam folder. If it is not there, confirm their email address was correctly entered.
 - As applicable, resend the invitation, or if the borrower hasn't opened the email yet, edit the email address and resend if applicable.

The following is a sample AccountChek Income and Employment Report:



The header contains applicant name, date the report was generated, and the Reissue Key that must be entered into the Loan Product Advisor Reissue ID/Report ID field.

ACCOUNTCHEK[®] INCOME AND EMPLOYMENT REPORT		REISSUE KEY: Y8M9UNN4ZGY8AVV REPORT ID: 2BEDC4A5-C0C8-ED11-A8E0-002248209AEF	
Donald Homeowner		Loan Number: 17817283	
SSN: XXX-XX-2112		Report Date: 3/22/2023	
Date of Birth: 3/03/1992		Current As Of: 3/22/2023	
Address: 35 Dry Ridge Rd, Redwood City, CA 94062			
EMPLOYMENT DATA		INCOME DATA	
Employer 1		Employer 1	
Employer Name	Facebook Demo	Payroll Provider	PAYCOR
Employer Address	1 Hacker Way, Menlo Park, CA 94025	Pay Type	Salary
Employer Phone	650-308-7300	Pay Frequency	Bi-weekly
Job Title	PR associate	Rate of Pay	\$56,269.25
Job Type	FULL TIME	Rate Of Pay Unit	YEARLY
Department	NOT PROVIDED	Avg. Hours Worked Per Pay Period	80.0
Manager Name	Jenny McDouglas		
Employment Status	ACTIVE		
Employment Start Date	10/13/2018		
Employment End Date	N/A		
Original Hire Date	2/01/2012		
Total Time With Employer	4 Years, 5 Months, 9 Days		

Initial Setup

Before you can participate in the AIM using employed income data with Loan Product Advisor using Experian as your service provider, you must first have an account established with Experian. If you are not already an existing customer and would like to sign up with Experian, use Experian's enrollment URL to sign up, or contact Experian directly.

- Experian website: <https://www.experian.com/consumer-information/employment-income-verification-services/contact-us>, and complete the "Contact Us" form(s).
- Contact information:
 - Experian: 855-339-3990
 - Account Manager: Stephanie Higgins Tel: 310-469-2730 stephanie.higgins@experian.com
 - Client Support: Joel Horner Tel: 714-333-0520 joel.horner@experian.com
- For existing Experian clients, contact your relationship manager or account executive for more details.



Note: Sign a partnership agreement with Experian.

To begin using this service through Loan Product Advisor you must select "EXPN" as the service provider.

The following is a sample Income and Employment Report:



Sample of a Verification of Income and Employment Report

VERIFICATION OF EMPLOYMENT AND INCOME

KURT BIROVLJEV Address: 1710 WASHINGTON AVE, HOT SPRINGS, SD 57747-1338

Phone: 605-745-6889 Social Security Number: XXX-XX-8093 Date of Birth: N/A

Requestor: Test Mortgage Requestor ID: 2941119 Report ID: e16d9535-921e-47f0-9501-7126be69b2aa
 Report Type: ExpVerify-Premium Date Requested: 01/24/2023 At The Request Of: MD Test

: Loan Number: ICE-Test1

Employment and Income Details

Employer 1 of 1
 Emerald Management Inc 3 eo tet, Genih, CT 99999
 FEIN: 133517230

Title	Original Hire Date	Most Recent Hire Date	Position End Date	Tenure
Product Manager	07/15/1991	07/15/1991	N/A	31 Years, 6 Months

Employment Status	Work Status
Full Time	Active

Pay Record 1 of 2
 As Of Date: 01/24/2023 Pay Date: 12/10/2022 Pay Frequency: Biweekly Reporting Period: 05/28/2022 - 06/10/2022
 Pay Description: Hourly Rate: \$12,375.00 Hours: 0.0

Gross Pay	Base Pay	Overtime	Bonus	Other	3PSP
\$14,850.00	\$14,850.00	N/A	N/A	N/A	N/A

Deductions	Current
N/A	N/A

YTD Gross Pay	YTD Base Pay	YTD Overtime	YTD Bonus	YTD Other	YTD 3PSP
\$326,700.00	\$326,700.00	N/A	N/A	N/A	N/A

YTD Deductions Total
\$166,129.56

Payroll - Direct Deposit Information

Account Type	Account Number	Routing Number	Amount
Checking	XXX-XX-0000	000000000	\$7,258.77

Pay Record 2 of 2

Page 1 of 2



VERIFICATION OF EMPLOYMENT AND INCOME

Employment and Income Details

Employer 1 of 1

Pay Record 2 of 2

As Of Date: 01/24/2023 Pay Date: 11/10/2022 Pay Frequency: Biweekly Reporting Period: 05/28/2022 - 06/10/2022

Pay Description: Hourly Rate: \$12,375.00 Hours: 0.0

Gross Pay	Base Pay	Overtime	Bonus	Other	3PSP
\$14,850.00	\$14,850.00	N/A	N/A	N/A	N/A

Deductions	Current
N/A	N/A

Payroll - Direct Deposit Information

Account Type	Account Number	Routing Number	Amount
Checking	XXX-XX-0000	000000000	\$7,258.77

* N/A is returned when information is not available in the source data

For questions regarding this report:


End Users of Resellers can contact their Reseller directly.


All other Verifiers can direct questions regarding this report to:

Phone: 800-854-7201



Sample of a Verification of Employment Report





VERIFICATION OF EMPLOYMENT AND INCOME

Employment and Income Details

Employer 1 of 1

Pay Record 2 of 2

As Of Date: 01/24/2023 **Pay Date:** 11/10/2022 **Pay Frequency:** Biweekly **Reporting Period:** 05/28/2022 - 06/10/2022

Pay Description: Hourly **Rate:** \$12,375.00 **Hours:** 0.0

Gross Pay	Base Pay	Overtime	Bonus	Other	3PSP
\$14,850.00	\$14,850.00	N/A	N/A	N/A	N/A

Deductions	Current
N/A	N/A

Payroll - Direct Deposit Information

Account Type	Account Number	Routing Number	Amount
Checking	XXX-XX-0000	000000000	\$7,258.77

* N/A is returned when information is not available in the source data

For questions regarding this report:
 End Users of Resellers can contact their Reseller directly.
 All other Verifiers can direct questions regarding this report to:
Phone: 800-854-7201

Page 2 of 2

Initial Setup

Before you can participate in the AIM using employed income data using Truv as your service provider, you must first have an account established with Truv. If you are not already an existing customer and would like to sign up with Truv, use Truv enrollment URL to sign up, or contact Truv directly.

- Get started: [Request a demo](#) (complete form)
- Provide your email address: <https://truv.com/>

Note: Sign a partnership agreement with Truv.

To begin using this service through Loan Product Advisor you must select “TRUV” as the service provider and provide the Truv Report ID.

The following is a sample of a Verification of Income and Employment Report:



Smith

truV

Verification of income and employment, current as of Apr 18, 2023

Report info

Created date Apr 14, 2023
 Current as of Apr 18, 2023
 Report ID 39aa1486cfca5bc10cd071ffc1ba392
 Loan number 123456
 Loan officer John Doe
 Requestor OpenRoadLending

Identity

First name [Redacted]
 Last name Smith
 Middle Name [Redacted]
 SSN **** [Redacted]
 Date of birth [Redacted]
 Email john.doe@example.com
 Phone (650) 308-7300
 Home address 711-2880 Nulla St., Mankato CA, 96522

List of employers

Company name	Status	Start date	End date	Page
[Redacted]	Active	Jan 1, 2020	-	1
[Redacted]	Inactive	Jun 30, 2018	Nov 19, 2020	2

Employment

Status Active
 Job title Manager
 Job type Full-time
 Most recent start date Apr 14, 2023*
 End date -
 Original hire date Apr 14, 2018*
 Employed in role 2 years 3 months*
 Avg. hrs. worked / pay period 80.0 hours

(*Derived from statements)

Company

Name [Redacted]
 Phone [Redacted]
 Address [Redacted]

Income

Income \$65,782.66
 Income unit Yearly
 Pay frequency Semi-monthly
 Pay rate \$40/hour

Annual income summary

	2020	2019	2018
Gross pay	\$76,903.71	\$1,557.72	\$48,013.11
Regular	\$65,782.66	\$13,408.17	\$24,000.00
Bonus	\$65,782.66	\$0.00	\$10,075.14
Commission	\$2,321.53	\$4,231.01	\$10,075.14
Overtime	\$2,321.53	\$4,231.01	\$48,013.11
Other pay	\$10,075.14	\$10,075.14	\$13,199.51
Deductions	\$15,182.32	\$12,023.12	\$1,231.32
Medicare	\$12,023.12	\$13,408.17	\$5,932.32
Retirement	\$2,321.53	\$48,013.11	\$7,231.85
Benefits	\$5,932.32	\$4,231.01	\$242,212.07
Social Security	\$242,212.07	\$1,231.32	\$13,408.17



Social Security	\$242,212.07	\$1,231.32	\$13,408.17
Garnishment	\$0.00	\$0.00	\$0.00
Federal tax	\$7,231.85	\$5,932.32	\$48,013.11
State tax	\$7,231.85	\$5,932.32	\$48,013.11
Local tax	\$5,932.32	\$10,075.14	\$5,932.32
Memo	\$0.00	\$0.00	\$0.00
Other	\$15,182.32	\$10,075.14	\$4,231.01
Net pay	\$56,091.11	\$80,091.11	\$2,321.53

Deposit data

Bank name	Account type	Account number	Routing number	Deposit value	Deposit type
[REDACTED]	Checking	****7890	123456789	10%	Percent
[REDACTED]	Checking	****7890	123456789	90%	Percent

Historical pay period summary

Pay period begin date	Pay period end date	Pay date	Hours worked	Gross earnings	Net earnings
Nov 1, 2020	Nov 31, 2020	Nov 31, 2020	42	\$65,782.66	\$1,557.72
December 1, 2020	December 30, 2020	December 30, 2020	53	\$24,000.00	\$24,000.00

Employment

Status	Inactive
Job title	Manager
Job type	Full-time
Most recent start date	Apr 14, 2023*
End date	-
Original hire date	Apr 14, 2018*
Employed in role	2 years 3 months*
Avg. hrs. worked / pay period	80.0 hours
(*Derived from statements)	

Company

Name	[REDACTED]
Phone	[REDACTED]
Address	[REDACTED]

Income

Income	\$65,782.66
Income unit	Yearly
Pay frequency	Semi-monthly
Pay rate	\$40/hour

Annual income summary

	2020	2019	2018
Gross pay	\$76,903.71	\$1,557.72	\$48,013.11
Regular	\$65,782.66	\$13,408.17	\$24,000.00
Bonus	\$65,782.66	\$0.00	\$10,075.14
Commission	\$2,321.53	\$4,231.01	\$10,075.14
Overtime	\$2,321.53	\$4,231.01	\$48,013.11
Other pay	\$10,075.14	\$10,075.14	\$13,199.51
Deductions	\$15,182.32	\$12,023.12	\$1,231.32
Medicare	\$12,023.12	\$13,408.17	\$5,932.32
Retirement	\$2,321.53	\$48,013.11	\$7,231.85
Benefits	\$5,932.32	\$4,231.01	\$242,212.07
Social Security	\$242,212.07	\$1,231.32	\$13,408.17



Garnishment	\$0.00	\$0.00	\$0.00
Federal tax	\$7,231.85	\$5,932.32	\$48,013.11
State tax	\$7,231.85	\$5,932.32	\$48,013.11
Local tax	\$5,932.32	\$10,075.14	\$5,932.32
Memo	\$0.00	\$0.00	\$0.00
Other	\$15,182.32	\$10,075.14	\$4,231.01
Net pay	\$56,091.11	\$80,091.11	\$2,321.53

Deposit data

Bank name	Account type	Account number	Routing number	Deposit value	Deposit type
[REDACTED]	Checking	****7890	123456789	10%	Percent
[REDACTED]	Checking	****7890	123456789	90%	Percent

Historical pay period summary

Pay period begin date	Pay period end date	Pay date	Hours worked	Gross earnings	Net earnings
Nov 1, 2020	Nov 31, 2020	Nov 31, 2020	42	\$65,782.66	\$1,557.72
December 1, 2020	December 30, 2020	December 30, 2020	53	\$24,000.00	\$24,000.00

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