

# FARMERMACII<sup>LLC</sup>

Secondary Market for USDA Guaranteed Loans



## Introduction to the Online Loan Application

# Introduction



## Meet Your Farmer Mac II Team

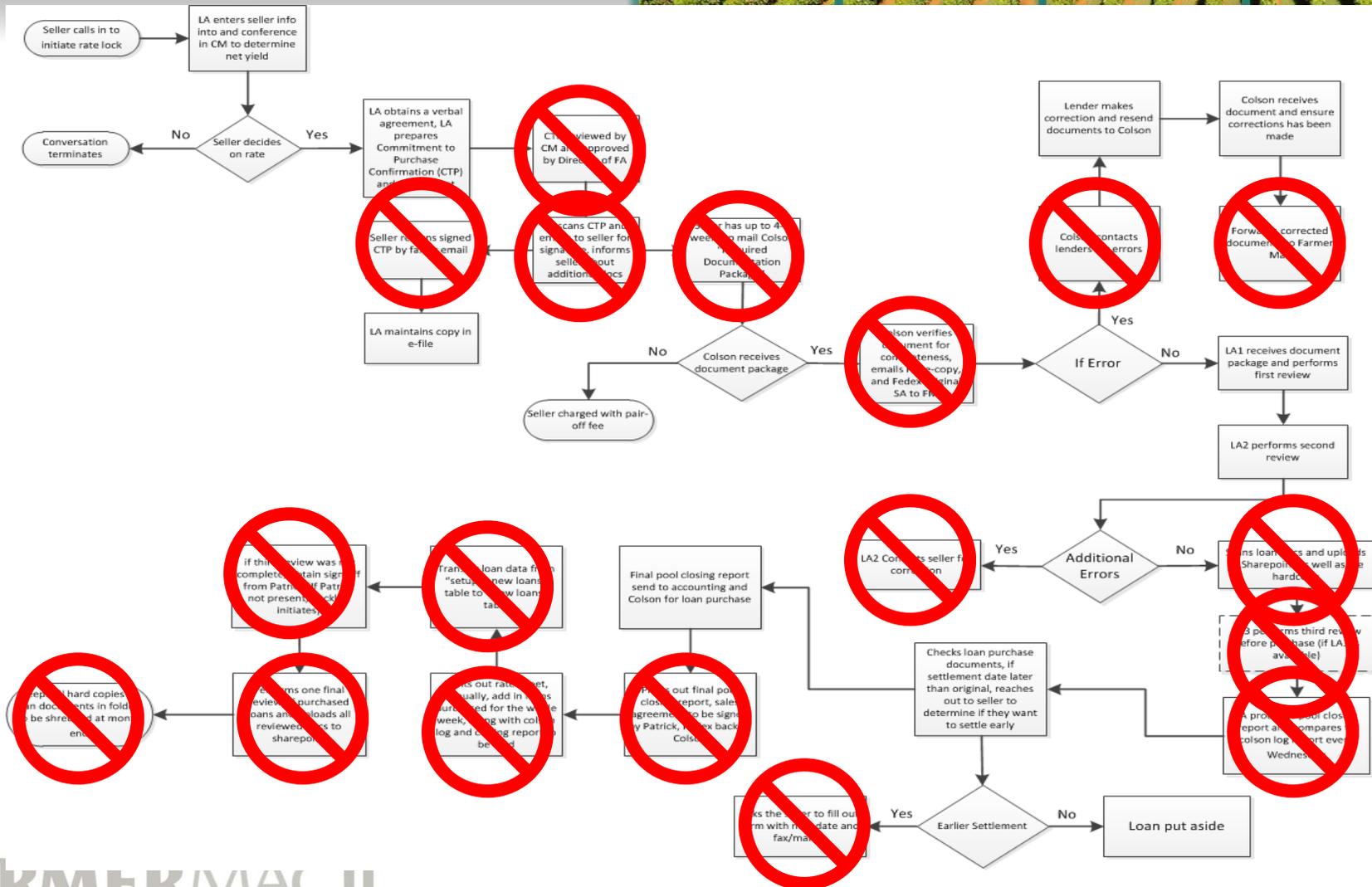


Judy

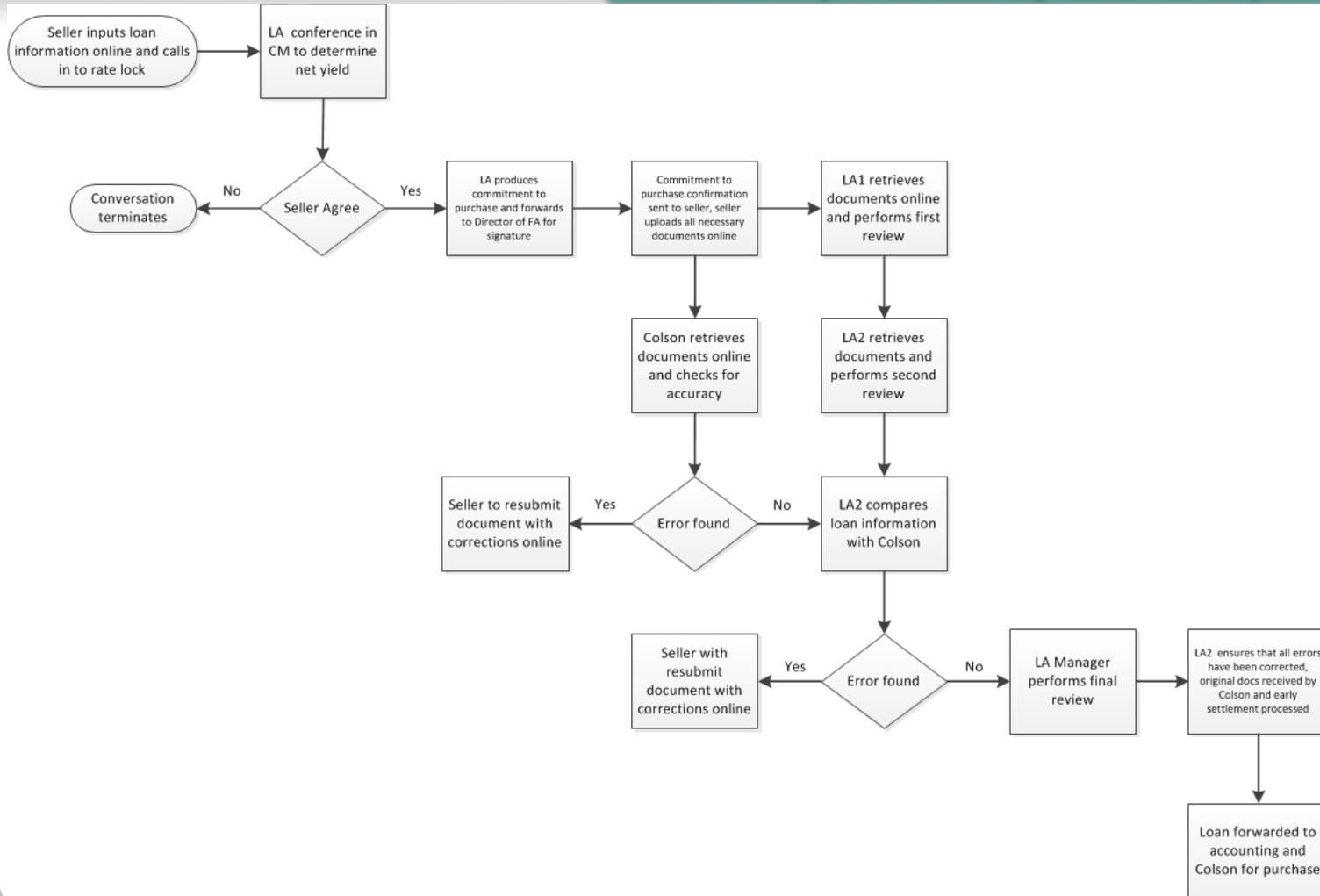


Riley

# Introduction



# Introduction



# Introduction



## Meet Your Farmer Mac II Team



Judy



Riley

# Introduction



## Benefits of using the Online Loan Application

- Intuitive web user interface
- Electronic document submission
- Online document repository
- Reduced processing time
- Status Updates: Log in at any time to see the current status of a loan as it goes through full review and settlement
- 24-hour access: can submit or review loans outside of standard business hours
- Streamlined review process
- Reliable, secure database
- Centralized storage for documents and corrections

# *New Documentation Requirements*



## **Current Doc Requirements**

- Original Loan Guarantee
- Original Assignment of Guarantee
- Copy of Promissory Note
- 2 Original Sale Agreements

## **New Doc Requirements**

- Copy of Loan Guarantee
- Original Assignment of Guarantee
- Copy of Promissory Note

# Changes to the Settlement Process



- Collect all required documentation and **overnight** to Colson Services
  - *Upload all required documentation and only overnight the original Assignment(s) of Guarantee to Colson Services*
- Lender may receive calls from both Colson Services and Farmer Mac II for corrections or faxed a Preliminary Loan Approval Notice
  - *All required corrections will be listed on one form after a full review*
- Most corrected documents and/or letters must be faxed or emailed
  - *Corrections can now be uploaded directly into the loan record*
- Farmer Mac II forms require signature and must be faxed or emailed
  - *Almost all Farmer Mac II forms can be signed digitally with one click of a button*
- A loan that completes review with no errors may be queued for purchase without any further status updates (“No news is good news” system)
  - *Lenders can now view the progress of each loan being sold as well as be guided on required steps towards settlement*

# Changes to the Settlement Process



While some things about the Settlement Process have been altered or simplified, the basic structure remains the same:

- Rate Locks **still** done by calling Farmer Mac II LLC and verbally locking a rate
- Deadlines have not changed:
  - Rate Locked loans have 4 weeks to deliver original(s) to Colson Services
  - Rate Locked loans should be prepared for review by their document delivery deadline, i.e. one week prior to the rate lock expiration date
  - Cash **and** rate lock loans that are completed and submitted for Farmer Mac II review by any given **Friday** are guaranteed to complete review in time for settlement on the **following Thursday**.
    - Loans will be reviewed on a first-come first-serve basis if they are submitted beyond that deadline, but we **cannot guarantee** a full review will be completed before the same week's settlement

# Online Loan Application: Logging In



| [Contact Us](#) | [Sign In](#) |  
[Go to Farmer Mac's Website](#)

**FARMER MAC II** LLC  
Secondary Market for USDA Guaranteed Loans

[Lender Access](#) | [Program Description](#) | [Products](#) | [Reference Guide](#) | [Historical COFI Rates](#) | [Investors](#) | [Secure Access](#)



## News and Press Releases

Farmer Mac II LLC is an operating subsidiary of the Federal Agricultural Mortgage Corporation (Farmer Mac). Established in 2009, Farmer Mac II LLC purchases the guaranteed portions of loans guaranteed by the United States Department of Agriculture under the Consolidated Farm and Rural Development Act of 1972.

Eligible USDA-guaranteed portions include Guaranteed Farm Ownership and Operating loans under the Farm Service Agency, Business and Industry and Community Facility Guaranteed loans under Rural Development.

The Farmer Mac II program provides financial institutions with an efficient and competitive secondary market for USDA guaranteed portions and enhances participants' ability to offer innovative products to their customers.

# Online Loan Application: Accessing the Application



## FARMERMACII LLC

Secondary Market for USDA Guaranteed Loans

- Lender Access
- Program Description
- Products
- Reference Guide
- Historical COFI Rates
- Investors
- Secure Access

### Farmer Mac II LLC - Rates

Posted on: 7/8/2013 9:33 AM ET

☐ Servicing Retained Net Yields\*



- My Profile
- Daily Rates
- Online Loan Application**

| Product Types                                 | Monthly Pay Cash | Monthly Pay 4-Week Rate Lock | Annual, S.A., & Qrtly Pay Cash | Annual, S.A., & Qrtly Pay 4-Week Rate Lock |
|---|------------------|------------------------------|--------------------------------|--|
| Wall Street Journal Prime **                  | 1.75%            | N/A                          | 1.75%                          | N/A  |
| Farmer Mac 3-Mo COFI                          | 1.45%            | N/A                          | 1.45%                          | N/A  |
| Farmer Mac 5-Yr Reset COFI, 20, 25, 30-Yr Am  | 2.78%            | 2.87%                        | 2.88%                          | 2.97%                                      |
| Farmer Mac 10-Yr Reset COFI, 20, 25, 30-Yr Am | 3.84%            | 3.93%                        | 3.94%                          | 4.03%                                      |
| Farmer Mac 15-Yr Reset COFI, 20, 25, 30-Yr Am | 4.31%            | 4.40%                        | 4.41%                          | 4.50%                                      |
| 7-Yr Fixed Rate, 7-Yr Am                      | 2.67%            | 2.76%                        | 2.77%                          | 2.86%                                      |
| 7-Yr Fixed Rate, 15-Yr Am                     | 3.13%            | 3.22%                        | 3.23%                          | 3.32%                                      |
| 10-Yr Fixed Rate, 10-Yr Am                    | 3.40%            | 3.49%                        | 3.50%                          | 3.59%                                      |
| 15-Yr Fixed Rate, 15-Yr Am                    | 3.78%            | 3.87%                        | 3.88%                          | 3.97%                                      |
| 15-Yr Fixed Rate, 25-Yr Am                    | 4.17%            | 4.26%                        | 4.27%                          | 4.36%                                      |
| 20-Yr Fixed Rate, 20-Yr Am                    | 4.18%            | 4.27%                        | 4.28%                          | 4.37%                                      |

# Online Loan Application: My Loan Queue



**FARMERMACII** LLC  
Secondary Market for USDA Guaranteed Loans

Welcome: AK-002 - Farmer Mac

Loan Queue

[Logout](#) | [Manual](#)

Quick Search

Series Number



Search

[ADD A NEW LOAN](#)

My Loan Queue

Status:  ▼

Current/Archived Loans:  ▼

| Series Number | Loan Name | Loan Type | Loan Product | Principal Balance | Guaranteed Balance | Submitted Date | Loan Status                               |
|---------------|-----------|-----------|--------------|-------------------|--------------------|----------------|---|
| AK002-000002  |           | Ratelock  |              |                   |                    |                | Draft <input checked="" type="checkbox"/> |
| AK002-000003  |           | Ratelock  |              |                   |                    |                | Draft <input checked="" type="checkbox"/> |

Records 1 to 2 of 2

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**FARMERMACII** LLC  
Secondary Market for USDA Guaranteed Loans

# Online Loan Application: Adding a New Loan



Select Loan Type:

Rate lock

Cash

**BEGIN LOAN SETUP**

CANCEL

Cash 

## Description

Set up and submit a loan to settle on the next available settlement date. The loan will be priced after completion of a review which may result in an adjustment to the servicing fee.

## What you need right now

On the next few screens you will be guided through submitting and uploading a complete, fully executed copy of **all of the documents required for settlement** — at a minimum, this will include the **promissory note, loan guarantee<sup>1</sup>, assignment of guarantee<sup>2</sup>, promissory note and any note amendments<sup>3</sup>.**

**You will also need to mail the original Assignment of Guarantee<sup>2</sup> before we will be able to settle your loan.**

## Next Steps

1. Click on "Begin Loan Setup"
2. Enter all borrower and loan data
3. Upload all required documents
4. **Overnight required original documentation as noted in the Documents section**
5. Submit to Farmer Mac II for review
6. Digitally agree to the Farmer Mac II Sale Agreement and any additional agreements required for settlement

<sup>1</sup> (FSA-2235, FSA-1980-27, RBS 4279-5 or RD 449-34)

<sup>2</sup> (FSA-2242, RBS 4279-6 or RD 449-36)

<sup>3</sup> Please note that any promissory note amendments must be accompanied by a letter of acknowledgement from a USDA/FSA Representative

**FARMERMACII** LLC

Secondary Market for USDA Guaranteed Loans



# Adding a New Loan: "Borrowers" Tab



Loan Queue

[Logout](#) | [Manual](#)

Quick Search

Series Number

Search

[ BACK ]

**Borrowers**

Loan Data

Documents

Submit

Series Number: **IL057-000031**

Loan Name:

Benchmark:

Submitted As: **Cash**

**Borrower List**

**Add Borrower**

**New Borrower**

Borrower Type:

Individual  Company/Entity

Primary Borrower:

Yes  No

Borrower Name:

Last:  First:  Middle:  Suffix:

Same Address as:

[select a borrower] ▼

Street:

City:

State: [select a state] ▼

Zip:

ADD

Cancel

**SAVE & EXIT**

**CONTINUE**

© IL057-000031 Federal Agricultural Mortgage Corporation

**FARMERMACII** LLC

Secondary Market for USDA Guaranteed Loans

# Adding a New Loan: "Loan Data" Tab



|   |                             |                                |                          |
|---|-----------------------------|--------------------------------|--------------------------|
| Borrowers   | <b>Loan Data</b>            | Documents                      | Submit                   |
| <b>Lender Information</b>   |                             |                                |                          |
| FAMC Lender ID:   | IL-057                      | FAMC Lender Name:              | North Adams State Bank   |
| Authorized Contact:   | Tso, Tim                    | Phone Number:                  | 217-964-2142             |
| Email Address:  | tim_tso@farmermac.com       |                                |                          |
| <b>USDA Information</b>   |                             |                                |                          |
| Government ID:(**-----*)  | <input type="text"/>        | USDA Loan Type:                | [Select Type] ▼          |
| Guarantee Percent:  | 0.000%                      | Original Guaranteed Portion:   | 0                        |
| Original Principal Amount:  | 0                           | Guaranteed Portion Balance:    | 0                        |
| Current Principal Balance:  | 0                           | Guaranteed Portion to be Sold: | 0                        |
| % of Guarantee to be Sold:  | 100.00%                     | % Interest Assistance:         | 0                        |
| Servicing Fee:  | 0.000%                      |                                |                          |
| <b>Promissory Note &amp; Modification</b>                             |                             |                                |                          |
| Promissory Note Number:   | <input type="text"/>        | Note Type:                     | [Select Note Type] ▼     |
| Index Type:   | [Select Index Type] ▼       | Interest Accrual Basis:        | [Select Accrual Basis] ▼ |
| Note Date:  | <input type="text"/>        | Note Rate:                     | <input type="text"/>     |
| Maturity Date:  | <input type="text"/>        | Amortization Date:             | <input type="text"/>     |
| Interest Payment Frequency:   | [Select] ▼                  | Principal Payment Frequency:   | [Select] ▼               |
| Principal Payment Type:   | Level Payment ▼             | Interest Payment Type:         | Adjustable ▼             |
| Principal & Interest Payment:   | <input type="text"/>        | Fixed Principal Payment:       | <input type="text"/>     |
| Interest Paid-to Date:  | <input type="text"/>        |                                |                          |
| <b>Promissory Note &amp; Modification (Adjustable Rate Loan Only)</b> |                             |                                |                          |
| Reset Margin:   | <input type="text"/>        | First Interest Reset Date:     | <input type="text"/>     |
| Interest Reset Frequency:   | [Select Adjust Frequency] ▼ | Payment Adjustment Type:       | Reamortize ▼             |
| <b>SAVE &amp; EXIT</b>  |                             | <b>CONTINUE</b>                |                          |

# Adding a New Loan: "Documents" Tab



Loan Queue

[Logout](#) | [Manual](#)

Quick Search

Series Number



Search

[ BACK ]

Borrowers

Loan Data

**Documents**

Submit

Series Number: IL057-000029

Loan Name: Farmer

Benchmark: F070712

Submitted As: Ratelock

[Prev \(F14781\)](#)

IL057-000029 (Record: 3 of 94)

[Next \(F14780\)](#)

Please upload each required document as a separate PDF file.

Document Category: [Select Category]

Document Title:

Upload Document:

All required documents are uploaded

# Adding a New Loan: "Submit" Tab [Cash]



## Loan Queue

[Logout](#) | [Manual](#)

Quick Search

Series Number

Search

[ BACK ]

Borrowers

Loan Data

Documents

**Submit**

Series Number: **AK002-000007**

Loan Name: **Farmer**

Benchmark: **F070706**

Submitted As: **Cash**

### Important Message

**Please enter wire information.**

### Wiring Instructions

Select from Previous [select previous instruction] ▼

**SUBMIT LOAN**

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**FARMERMACII** LLC

Secondary Market for USDA Guaranteed Loans

# Adding a New Loan: "Submit" Tab [Rate Lock]



Loan Queue

[Logout](#) | [Manual](#)

Quick Search

Series Number



Search

[ BACK ]

Borrowers

Loan Data

Documents

**Submit**

Series Number: **DC001-000003**

Loan Name: **Sample**

Benchmark: **F070706**

Submitted As: **Ratelock**

## Important Message

**This loan is ready to submit to Farmer Mac II LLC.**

**SUBMIT LOAN**

## *Adding a New Loan: Extra Steps for Rate Locks*



As soon as a Cash loan completes the “Submit” tab, it will be reviewed and scheduled for purchase. For Rate Lock loans, there are a few additional steps to take between locking a rate and the start of our final review:

1. Log in and accept the online Commitment to Purchase
2. Complete the “Loan Data” tab
3. Upload all remaining Documents in the “Documents” tab

# Rate Locks: Accepting the Commitment to Purchase



Within one business day of a verbal Rate Lock, you will be greeted with the following screen confirming your rate lock information:

The screenshot displays the FARMERMAC II LLC web application interface. At the top, the logo reads "FARMERMAC II LLC" with the tagline "Secondary Market for USDA Guaranteed Loans". Below the logo, there are navigation links for "Home", "My Profile", "My Loans", "My Rate Locks", "My Alerts", "My Settings", and "My Account". A "Logout" link and a "Manual" link are also visible in the top right corner.

The main content area is titled "Loan Queue" and "Loan Rate Lock Queue". It contains a table with the following columns: PDF, Series Number, Benchmark, Loan Product, Note Rate, GP Amount, Rate Lock Date, Rate Lock Exp. Date, Rate Lock Approved Date, and Rate Lock Accepted Date. A single row of data is shown, with a "View" button and a red "Accept" button next to it. The "Accept" button is circled in red.

| PDF | Series Number | Benchmark | Loan Product               | Note Rate | GP Amount    | Rate Lock Date | Rate Lock Exp. Date | Rate Lock Approved Date | Rate Lock Accepted Date |   |
|-----|---------------|-----------|----------------------------|-----------|--------------|----------------|---------------------|-------------------------|-------------------------|---|
|     | F00005        | A052012   | Farmer Mac 5-Yr Reset COFI | 4.500 %   | \$270,000.00 | 05/02/2013     | 06/06/2013          | 05/02/2013              |                         | <a href="#">View</a> <a href="#">Accept</a> |

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# Rate Locks: Accepting the Commitment to Purchase



This is a sample Commitment to Purchase Confirmation as it appears after clicking “ACCEPT”

-It will now be available in the “Documents” tab for this loan

-It has been electronically signed by a Capital Markets manager and by the lender. No further hand-written signatures are required

-It is now generated ONLY for Rate Lock loans

FML\_Commitment (2).pdf - Adobe Acrobat

File Edit View Window Help

## FARMERMACII LLC

Secondary Market for USDA Guaranteed Loans  
1999 K Street, N.W., 4th Floor | Washington, D.C. 20006  
Phone: 877-770-FMII (3644) | Fax: 877-733-1204 | www.farmemac2.com

### Commitment To Purchase Confirmation

This confirmation evidences the Farmer Mac II Commitment to Purchase (the “Commitment”) agreed to either telephonically or in writing by the Seller identified below and Farmer Mac.

|   |                                     |
|---|-------------------------------------|
| Farmer Mac Series #: F10000                       | Seller Name: Farmer Mac II Seller   |
| Borrower Name: Farmer                             | Seller #: DC-001                    |
| Commitment Date: 07/02/2013                       | Document Delivery Date: 08/01/2013  |
| Commitment Expiration/Settlement Date: 08/08/2013 | Commitment Requested By: John Smith |

**Commitment GP Amount: \$300,000.00**

|   |                             |
|---|-----------------------------|
| Loan Product: Farmer Mac 5-Year Reset Cost of Funds Index Net Yield | Note Rate: 4.000%           |
| Maturity Date: 04/01/2043   | Net Yield: 3.000%           |
| Amortization Date: 04/01/2043                                       | Servicing Fee: 1.000%       |
| Payment Frequency: Annually   | MP Fee: 0.000%              |
| First Interest Payment Date: 04/01/2014                             | Servicing Fee Reset: 1.000% |
| First Principal Payment Date: 04/01/2014                            | MP Fee Reset: 0.000%        |
| First Interest Reset Date: 01/01/2019                               | Margin: 1.000%              |

The Commitment carries with it a mandatory obligation on the part of the Seller to Deliver the Guaranteed Portion (of a loan guaranteed by the U.S. Department of Agriculture (USDA) under the Consolidated Farm & Rural Development Act of 1972), described above to Farmer Mac II no later than the Commitment Expiration Date, and if such delivery is not so made, to pay a Payoff Fee or deliver a substitute loan to Farmer Mac II pursuant to the terms described below.

Farmer Mac II will purchase Guaranteed Portions on any Thursday that is a business day. Farmer Mac II's obligation to purchase the Guaranteed Portion subject to the Commitment is conditioned upon all necessary documents evidencing and assigning the USDA guarantee being satisfactorily completed and delivered to Farmer Mac II at least seven calendar days prior to the desired purchase date, but in no event later than the Document Delivery Date.

Acknowledged By:

|                                     |                  |
|-------------------------------------|------------------|
| Farmer Mac II LLC by: Robert Owens  | Date: 07/10/2013 |
| Manager, Capital Markets            |                  |
| Farmer Mac II Seller by: John Smith | Date: 07/17/2013 |
| Vice President                      |                  |

Page 1 of 3

# Review



Quick Search  Series Number  Search

[ADD A NEW LOAN](#)

## My Loan Queue

Status:

Current/Archived Loans:

Seller Name:

| Series Number | Loan Name | Loan Type | Promissory Note Date | Loan Product               | Principal Balance | Guaranteed Balance | Submitted Date | Loan Status                                 |
|---------------|-----------|-----------|----------------------|----------------------------|-------------------|--------------------|----------------|---|
| DC001-000001  | Borrower  | Cash      | 03/27/2013           | 20-Yr Fixed Rate, 20-Yr Am | \$100,000.00      | \$90,000.00        | 09/03/2013     | Under Review <input type="checkbox"/>       |
| F14781        | Borrower  | Ratelock  | 03/27/2013           | 7-Yr Fixed Rate, 7-Yr Am   | \$200,000.00      | \$180,000.00       | 09/03/2013     | Ratelock Committed <input type="checkbox"/> |
| IL057-000029  | Farmer    | Ratelock  |                      | 7-Yr Fixed Rate, 7-Yr Am   | \$500,000.00      | \$450,000.00       | 08/08/2013     | Submitted <input type="checkbox"/>          |
| F14780        | Zheng     | Ratelock  |                      | 7-Yr Fixed Rate, 7-Yr Am   | \$150,000.00      | \$135,000.00       | 08/07/2013     | Ready for Purchase <input type="checkbox"/> |

# During Review: "Summary" Tab



|   |           |  |                           |                           |               |
|---|-----------|--|---------------------------|---------------------------|---------------|
| Quick Search <input type="text"/>   |           | Series Number <input type="text"/>   | Search                    | [ BACK ]                  |               |
| <b>Summary</b>  | Borrowers | Loan Data  | Documents                 | Purchase                  | Communication |
| Series Number: <b>DC001-000001</b>  |           | Loan Name: <b>Borrower</b>   | Benchmark: <b>F202001</b> | Submitted As: <b>Cash</b> |               |
| <b>Status</b>   |           |  |                           |                           |               |
| The submitted Loan Package is currently under review. Please deliver required original(s) to Colson Services. |           |  |                           |                           |               |
| DC001-000001 (Record: 1 of 94)  |           |  | Next (F14781)             |                           |               |
| <b>Loan Submission/Rate Lock</b>  |           |  |                           |                           |               |
| Created By:   |           | Judy Moye on 9/3/2013  |                           |                           |               |
| Submitted By:   |           | Judy Moye on 9/3/2013  |                           |                           |               |
| Cash Submission:  |           | Judy Moye on 9/3/2013  |                           |                           |               |
| <b>Loan Review</b>  |           |  |                           |                           |               |
| Completed By Colson:  |           | Under Colson Review  |                           |                           |               |
| Completed By Farmer Mac II LLC:   |           | Judy Moye on 9/3/2013  |                           |                           |               |
| Approved By Farmer Mac II LLC:  |           | Under Farmer Mac II LLC Approval Process.  |                           |                           |               |
|   |           |  <a href="#">Loan Review Results</a>    |                           |                           |               |
| <b>Purchase</b>   |           |  |                           |                           |               |
| Approved By Farmer Mac II LLC:  |           | Under Loan Review Process.   |                           |                           |               |
|   |           |  <a href="#">Sale Agreement (DRAFT)</a> |                           |                           |               |

# During Review: "Communication" Tab



|         |           |           |           |         |          |                      |
|---------|-----------|-----------|-----------|---------|----------|----------------------|
| Summary | Borrowers | Loan Data | Documents | Pricing | Purchase | <b>Communication</b> |
|---------|-----------|-----------|-----------|---------|----------|----------------------|

Series Number: **F14781**      Loan Name: **Borrower**      Benchmark: **F070701**      Submitted As: **Ratelock**

F14782 (Record: 1 of 94)      [Next \(F14781\)](#)

### Communication Log

[all messages] ▼

**9/3/2013 10:04:11 AM - Judy Moyer**  
Lender,

This loan is still going through our review. I noticed while reviewing that this note had a payment scheduled for the first of this month. Has this payment been applied to the loan?

-Farmer Mac II Reviewer

---

### New Message

Farmer Mac ▼

The 9/1/13 payment has not yet been made. Thank you!

Is Private? (Message designated as private will only display to the recipient you selected)

**SEND MESSAGE**

# After Review: Outstanding Issues



Summary

Borrowers

Loan Data

Documents

Purchase

Communication

Series Number: **F14782**

Loan Name: **Borrower**

Benchmark: **F202001**

Submitted As: **Cash**

## Status

The Loan is scheduled for settlement on 9/12/2013; However additional documentation is required to complete the settlement process. Please refer to the Loan Review Results in the Documents section.

F14782 (Record: 1 of 94)

[Next \(F14781\)](#)

## Loan Submission/Rate Lock

Created By: **Judy Moye on 9/3/2013**  
Submitted By: **Judy Moye on 9/3/2013**  
Cash Submission: **Judy Moye on 9/3/2013**

## Loan Review

Completed By Colson: **Judy Moye on 9/3/2013**  
Completed By Farmer Mac II LLC: **Judy Moye on 9/3/2013**  
Approved By Farmer Mac II LLC: **Judy Moye on 9/3/2013**

 [Loan Review Results](#)

## Purchase

Approved By Farmer Mac II LLC: **Under Farmer Mac II LLC Approve to Purchase Process**

 [Sale Agreement \(DRAFT\)](#)

**FARMERMACII** LLC

Secondary Market for USDA Guaranteed Loans

# After Review: Outstanding Issues



LoanReview-F14782.pdf - Adobe Acrobat

File Edit View Window Help

Create [Icons] Customize [Icons]

1 / 1 [Icons] 72.6% [Icons] Tools Sign Comment

**FARMERMACII** LLC  
Secondary Market for USDA Guaranteed Loans

**Farmer Mac II Series # F14782 (Borrower)**  
Loan Review Results

Review Completed on: 9/3/2013

The documentation provided for the above-referenced loan has been preliminarily reviewed. Some errors and/or missing documents have been identified and are noted below. Unless otherwise instructed, a copy of a letter or email from your USDA/FSA representative is required to correct the Loan Guarantee and Assignment of Guarantee or to acknowledge any modifications to the Promissory Note. All correction and concurrence letters/emails should be addressed to your institution and specifically identify the loan in question by borrower's name, principal amount, and Government Loan ID#.

*Please note that unless you are otherwise directed, copies of corrections can be uploaded in the Documents section of the Farmer Mac II application.*

Final approval for the purchase of this loan by the Farmer Mac II Program is subject to these issues:

| Issue  | Added      | Updated | Resolved? |
|--|------------|---------|-----------|
| <b>Assignment of Guarantee</b>   |            |         |           |
| The original document is required. Please deliver to the Administrator.  | 09/03/2013 |         | No        |
| <b>Loan Guarantee</b>  |            |         |           |
| <b>3. Loan Type</b>  |            |         |           |
| Incorrect Data: No Loan Type was selected. According to the Assignment of Guarantee, the "FO" box should have been checked. Please upload a copy of an FSA letter or email acknowledging the correct box, to the "Documents" tab | 09/03/2013 |         | No        |

# After Review: "Purchase" Tab



|   |           |  |           |                           |                      |                               |
|---|-----------|--|-----------|---------------------------|----------------------|-------------------------------|
| Summary   | Borrowers | Loan Data                                    | Documents | Pricing                   | <b>Purchase</b>      | Communication                 |
| Series Number: <b>S0001</b>   |           | Loan Name: <b>Wasden</b>                     |           | Benchmark: <b>F070712</b> |                      | Submitted As: <b>Ratelock</b> |
| <b>Prev (F14774)</b>  |           | <b>S0001 (Record: 8 of 13)</b>               |           |                           | <b>Next (F14773)</b> |                               |
| <b>Anticipated Settlement Date:</b>   |           |  |           |                           |                      |                               |
| Anticipated Settlement Date:  |           | <input type="text" value="[select a date]"/> |           |                           |                      |                               |
|   |           | <input type="text" value="[select a date]"/> |           |                           |                      |                               |
|   |           | <input type="text" value="8/22/2013"/>       |           |                           |                      |                               |
|   |           | <input type="text" value="8/29/2013"/>       |           |                           |                      |                               |
|   |           | <input type="text" value="9/5/2013"/>        |           |                           |                      |                               |
|   |           | <input type="text" value="9/12/2013"/>       |           |                           |                      |                               |
|   |           | <input type="text" value="9/19/2013"/>       |           |                           |                      |                               |
|   |           | <input type="text" value="9/26/2013"/>       |           |                           |                      |                               |
| <b>Wiring Instructions</b>  |           |  |           |                           |                      |                               |
| Select from Previous <input type="text" value="[select previous instruction]"/> |           |  |           |                           |                      |                               |
| <input type="text"/>  |           |  |           |                           |                      |                               |
| <b>Additional Settlement Documentation</b>                                      |           |  |           |                           |                      |                               |
| <i>There are no documents currently assigned.</i>                               |           |  |           |                           |                      |                               |

## *FAQ: No Response for Submitted Loans?*



- Q: I submitted my loan a few days ago, but I have yet to hear back from Farmer Mac II.
- A: Please verify that the loan has been submitted. Under “My Loan Queue”, find the loan in question, and make sure the status does not say “Draft”. If it does, it means the loan has not been submitted. If it says “Submitted”, you may contact us at (877) 770-3644.

## *FAQ: Commitment to Purchase for Cash Loans?*



- Q: Why do I not have a Commitment to Purchase Confirmation for my Cash loan?
- A: Commitments to Purchase are no longer generated for Cash loans. A summary of the terms of sale can be found on Schedule I of the Sale Agreement.

# FAQ: Addresses?



- Q: What address do I send documents to? What address goes on my Assignment of Guarantee?

- Most settlement-related documents should be sent to our **Loan Administrator**. Your original Assignment of Guarantee must be overnighted to the following address:

**Colson Services Corp.**

Farmer Mac II Department

101 Barclay Street

8th Floor East

New York, NY 10286

Attn: David Scott (phone: 212-815-4125)

- Farmer Mac II LLC is the **holder** of the guaranteed portion. Where the Assignment of Guarantee document asks for the Holder's name and mailing address, this should read:

**Farmer Mac II LLC**

1999 K Street NW, 4<sup>th</sup> Floor

Washington, DC 20006

## FAQ:

### *Digital Signatures?*



- Q: I have clicked “Accept” on a document generated by the Online Loan Application. My name now appears on that document—do I need to sign this as well?
- A: When you click an “Accept” button for a Sale Agreement, Commitment to Purchase, or correction document, you are digitally signing that document. Your name and title will appear on the signature line within that PDF file, which serves as your legally binding acceptance of that document. You do not need to apply a handwritten signature to these documents.

## FAQ:

### *Grayed out Boxes?*



- Q: Why am I unable to make or save changes to certain fields on the “Loan Data” tab?
- A: Any grayed out fields are locked and cannot be edited. Certain fields will be grayed out after a Rate Lock, and **all** fields will be locked during Farmer Mac II’s review. If you see any information that needs to be changed, please contact Farmer Mac II on the loan’s Communication tab.

Please note: Alterations to terms that have already been committed during a Rate Lock may require specific approval or additional fees. (refer to your Commitment to Purchase)

## FAQ: Pop-Ups?



- Q: When I click on a link to access the system or download a pdf document, nothing happens. Is something wrong?
- A: The Online Loan Application will always attempt to open in a new window (pop-up). Your browser may have a pop-up blocker turned on that attempts to prevent this from happening. If you see an error message on your screen, follow the instructions for your browser to allow pop-ups.

# FAQ: Post-Settlement Documentation?



- Q: I've sold loans to Farmer Mac II LLC in the past, and I usually receive a package of documents by mail from Colson Services Corp. shortly after a loan settles. Why haven't I been mailed anything after my most recent settlement?
- A: We are no longer sending out post-settlement packages, which included an original, countersigned Sale Agreement and a copy of the fully executed Assignment of Guarantee. The completed Sale Agreement and a copy of the completed Assignment of Guarantee will instead be found on the Online Loan Application under that loan's "Documents" tab

# FAQ: *I Need More Help!*



A more in-depth PowerPoint guide is also available in our online Reference Guide

Covers additional topics including:

- Guide for Account Managers to manage users' access to the app and rate lock rights
- Step-by-step coverage of both cash and rate lock procedures
- Additional FAQs

The screenshot shows the website header for FARMERMACII LLC, Secondary Market for USDA Guaranteed Loans. The navigation menu includes: Lender Access, Program Description, Products, Reference Guide (circled in red), Historical COFI Rates, Investors, and Secure Access. Below the navigation menu, the page title is "Reference Guide - Farmer Mac II Online Loan Application" with a link to "Guide to Using the Online Loan Application". A dropdown menu is open on the right, listing: Introduction to Selling USDA Guaranteed Loans, Guide to Using the Online Loan Application (circled in red), Remittance Procedures, Other Program Information and Forms, Farmer Mac II Program Administrator, and Samples Settlement Documentation for FSA and RD Loan Sales.

*Thank You!*



Any Questions?