## Get Organized

You will likely have to provide extensive personal documentation to obtain a mortgage
Lenders typically request documents related to your employment and income, financial position and tax history
This is so the lender can verify your income and assets and evaluate your creditworthiness as a buyer

The requested documents may vary somewhat by lender but will likely include the items listed on the right
Typically you are not asked to provide personal documents until later in the mortgage process but having these documents available and organized at the beginning of the process will make things go much smoother

## Mortgage application document list

- Pay Stubs (two months)
- W-2 (two years)
- Tax returns (two years)
- Bank statements (two months)
- Investment account statements
- IRA/401K / pension statements
- Current statements for outstanding debt such as credit card, auto and student loans

If you are self-employed:

- Business License
- Schedule C
- Corporate tax returns
- Partnership returns

If you own income producing real estate:

- Schedule E
- Leases
- Schedule of real estate owned


## Buying Versus Renting

People embarking on the mortgage process for the first time, however, are frequently weighing the option of owning a home versus renting
The chart below weighs the pros and cons of buying versus renting a home

- The main advantage to home ownership is the opportunity to build equity in the property over time, benefit from any increase in property value and to eventually pay-off your mortgage and eliminate your housing expense
- The main disadvantage of home ownership is the required down payment, the potential long-term financial commitment of making a mortgage payment and potential loss of money in the event of a decrease in property value or foreclosure
On the following page we perform a financial comparison of buying versus renting
You can also use our


BUY VERSUS RENT COMPARISON CALCULATOR for a finacial analysis of the trade-offs

| Buy | Rent |
| :---: | :---: |
| 15 Pride of ownership | 15 Limited financial obligation - you do not have to pay back a mortgage |
| 11 Build equity and realize any increase in property value | 15 Requires deposit but no down payment |
| 1 Mortgage interest income tax deduction | 1 Reduces the chance you will mess up your credit score |
| 13 Do not have to deal with landlord | 1. Shorter time commitment and potentially more financial flexibility |
| 1 Potentially fixed mortgage payment for 30 years | 1 Limited responsibility for maintenance and repair |
| Free to decorate the property as you wish | 1 Less concerned about changes in property value |
| Pay off your mortgage and then start paying yourself - check out our FREEandCLEAR Mortgage Acceleration Strategy discussion to learn more about this |  |
| I Typically requires down payment | II No opportunity to build equity |
| Potential loss of equity / down payment in the event of foreclosure or a dedine in property value | II No mortgage interest income tax deduction |
| I Potential long-term responsibility to make mortgage payment | FI Rent Increases |
| I You are responsible for repairs or maintenance | 7l Dealing with landlords |
| Costs not associated with renting such as property tax, homeowners insurance and potentially homeowners association fees and other housing expenses | Restrictions on decorating or changing property |
|  | Fl Risk of eviction |
|  | You do not benefit if property values increase |

## Your Credit Score and the Mortgage Process

One of the most important inputs in the mortgage process is your credit score so it's very important that you know your score before you start the mortgage process
We recommend that you review your credit report and score six months to a year before you start the mortgage process

- This will help you avoid negative surprises and address potential issues with your credit report in advance of applying for a mortgage In short, your credit score provides an indication of how likely you are to pay back your mortgage and lenders focus on it when determining how much money they are willing to lend you and the cost to you for borrowing that money (the interest rate)
A higher credit score means that lenders will be more willing to lend you money and charge you their lowest interest rate A lower credit score means that lenders will be less willing to lend you money and charge you a higher interest rate if they do The graphs below show you how to interpret your credit score and illustrate the connection between credit score and interest rate
The charts below are examples


| Credit Score \& Interest Rates |  |
| :---: | :---: |
| CREDIT SCORE | -year fixed rate |
| 720-850 | 4.250\% |
| 700-719 | 4.375\% |
| 680-699 | 4.500\% |
| 620-679 | 4.625\% |
| 560-619 | 9.500\% |
| 500-559 | 10.500\% |
| THE LOWER YOUR SCORE, THE HIGHER THE INTEREST RATE |  |

A lot of inputs go into determining your credit score and while we will not go into to detail on how your credit score is calculated, we highly recommend that you know your score as one of the first steps to the mortgage process

The good news is that there are several sites where you can download your credit score for free

- Do not be fooled by all of those commercials with the catchy jingles - you do not have to pay for your credit report!

Check out one of the sites below and then compare your score against the charts above to help determine how lenders will view you as a borrower

AnnualCreditReport.com

## Understanding Gross and Net Income

While most of us have a pretty good handle on our gross and net income we thought it would be useful to include a quick refresher on the topic because it is important to understand how both figures factor into the mortgage process
You can also check out our

## Understanding Gross and Net Income

| Gross Income | Monthly gross income is the amount of money you make before any deductions |
| :--- | :--- | :--- |
| Your paycheck states a gross income for the period worked as well as all of the deductions that are subtracted from the gross income |  |

## Understanding Monthly Housing Expense

As a first-time home buyer it is super important to realize that your mortgage payment is only one component of the numerous expenses that you are responsible for when you own a home and have a mortgage
When you think about the costs involved in having a mortgage you need to focus on your total Monthly House Expense, or MHE. By focusing on your MHE you will be able to select the mortgage that is right for you and properly manage your monthly budget

A breakdown and explanation of the components of MHE are below - the better you understand them, the more likely you are to avoid any unpleasant surprises over the life of your mortgage

Monthly Housing Expense (MHE) components

| Mortgage Payment | - Represents the monthly cost of borrowing money from a lender and is typically the largest component of MHE <br> - Mortgage payments are typically comprised of principal and interest components <br> - Without going into too much detail, the mortgage payments for amortizing mortgages, or mortgages where the loan balance is paid down over time, have both a principal and interest component |
| :---: | :---: |
| Principal | The component of your mortgage payment that goes to pay down your loan amount |
| Interest | - The component of your mortgage payment that represents the cost of borrowing money from a lender. Interest payments do not reduce your loan amount |
| Property taxes | - Most states charge a tax when you own a property <br> - Property taxes vary by county and can range from $0.5 \%$ to $3.0 \%$ of the value of the property <br> - So if you buy a home for $\$ 300,000$ and the property tax rate in your county is $1 \%$, then your annual property tax bill is $\$ 3,000$, or $\$ 250$ per month <br> Some, typically newer, housing projects may also include a Special Property Assessment Tax to pay new infrastructure like roads and schools |
| Homeowners Insurance (also known as Hazard Insurance) | This is insurance in case something bad happens to your house <br> Insurance premiums vary depending on the value of your property and where it is located and the type of policy you purchase in terms of coverage level and deductible <br> Homeowners' insurance can run from several hundred to several thousand dollars per year |
| Home Owner Association (HOA) Fees | - Also known as HOA fees, most condominium complexes and some housing projects charge property owners monthly fees for the maintenance and upkeep of the project <br> - Some HOA fees may also include homeowners' insurance as well <br> - HOA fees vary depending on many factors including the size and age of the complex and value of the properties. HOA fees can run from less than $\$ 100$ per month to over $\$ 1000$ per month |
| Private Mortgage Insurance (PMI) | Depending on your loan type, the size of your loan and the amount of your loan relative to the value of your property (Loan-to-Value or LTV ratio), you may be required to pay private mortgage insurance, or PMI <br> - PMI is typically required when the LTV ratio exceeds $80 \%$ (so the amount of your loan exceeds $80 \%$ of the value of your house) <br> - PMI typically requires the borrower pay an ongoing annual fee, paid monthly. PMI fees vary depending on many factors including LTV ratio, credit score, mortgage term, mortgage amount and mortgage type and can range from . $20 \%$ to $1.65 \%$ of the mortgage amount |
| Mortgage Insurance Premium (MIP) | If you obtain an Federal Housing Administration (FHA) loan you are required to pay an up-front and ongoing annual Mortgage Insurance Premium (MIP) which is an additional cost on top of the monthly mortgage payment <br> - The FHA offers government-backed mortgage programs designed to help low-income individuals and individuals with limited funds buy a home <br> The up-front MIP is $1.75 \%$ of the mortgage amount <br> The amount of ongoing MIP depends on mortgage amount, loan-to-value (LTV) ratio and mortgage term |

## The Tax Benefits of Home Ownership

One of the most important benefits of buying a home and having a mortgage is the mortgage interest expense income tax deduction
For most borrowers, the mortgage interest expense income tax deduction has a significant, positive financial impact on monthly housing expense and is an important factor in determining how much home they can afford
According to federal tax code, mortgage interest and property tax expenses are deductible against a borrower's gross income. The lower your reported gross income, the less tax you pay

Just to be clear, your mortgage interest expenses are not directly deducted from taxes owed on a dollar-for-dollar basis, but rather reduce the gross income figure that is used to determine the amount of federal tax that you owe
Additionally, you do not receive any money directly from the federal government as the result of the interest expense income tax deduction but you do pay less in federal taxes, which in turn lowers your monthly housing expense (so instead of receiving a monthly check from the government for the tax deduction, you owe the government less taxes)
The example below illustrates how the mortgage interest expense income tax deduction works
The example shows the impact on a borrower who makes $\$ 75,000$ per year, or $\$ 6,250$ per month, in gross income
The borrower has a $\$ 380,000$ mortgage with a $4 \%$ interest rate and pays $\$ 4,700$ per year in property taxes
The interest expense income tax deduction results in a tax savings of $\$ 3,915$ per year, or $\$ 325$ per month, reducing the borrower's monthly housing expense from $\$ 2,300$ to $\$ 1,975$
Use our

Mortgage Interest Expense Income Tax Deduction Example

|  | Without Tax Deduction | With Tax Deduction |  |
| :---: | :---: | :---: | :---: |
| Gross income | \$75,000 | \$75,000 |  |
| Monthly housing expense before tax benefits | \$2,300 | \$2,300 |  |
| Deductions |  |  |  |
| Mortgage interest | \$0 | \$14,880 | Deductions reduce gross income for calculating taxes |
| Property tax | \$0 | \$4,700 |  |
| Total Deductions | \$0 | \$19,580 |  |
| Gross income after deductions for interest and property tax | \$75,000 | \$55,420 |  |
| Tax paid after deductions (@20\% tax rate) | \$15,000 | \$11,085 | Lower tax bill |
| Tax savings |  |  |  |
| Per Year | \$0 | \$3,915 |  |
| Per Month | \$0 | \$325 | Tax Savings |
| Monthly housing expense after tax benefit | \$2,300 | \$1,975 | Reduce MHE |

## What Size Mortgage Can You Afford?

One of the best ways to think about mortgage affordability is to figure out how much of your net income you want to spend on your monthly housing expense (MHE)
The amount of MHE you can afford and are comfortable with will determine the size of mortgage you can afford
Based on many years of experience we have found that borrowers will spend approximately $52 \%$ of their net income on their MHE

- The $52 \%$ guideline is not hard and fast but it serves as a good guide for borrowers

If you want to go one step deeper into the $52 \%$ guideline, you can break it down into two primary components:
(1) Monthly mortgage payment
(2) Other MHE

Borrowers typically spend $43 \%$ of their net income on their mortgage payment and $9 \%$ of their net income on the other MHE expenses, such as property taxes, insurance and HOA fees. So 43\% (mortgage payment) $+9 \%$ (other MHE) $=52 \%$
Complementing the $52 \%$ guideline is the $62 \%$ guideline which takes into account monthly payments on other debts such as auto, credit card, student loans and spousal support
Based on many years of experience we have found that borrowers will spend approximately $62 \%$ of their net income on their combined MHE and other monthly debt payments

The good news according to this guideline is the less other monthly debt you have, the more you can spend on your MHE
Once you determine how much of your monthly net income you have available for MHE, you can calculate how big of a mortgage you can afford On the next page we provide examples that demonstrate how to apply these guidelines to determine what size mortgage you can afford
You can also use our MORTGAGE QUALIFICATION CALCULATORS you can afford

## Example: What Size Mortgage Can You Afford?

The following examples illustrate how you can determine what size mortgage you can afford

- The examples demonstrate how mortgage affordability is impacted by non-housing related monthly debt expenses such as auto and student loans and credit card debt

In the first example below we look at a borrower that makes $\$ 4,235$ in monthly net income and has $\$ 425$ in other non-housing monthly debt expenses and apply the $43 \%, 52 \%$ and $62 \%$ guidelines to determine what size of mortgage the borrower can afford
You can also check out our FREEandCLEAR
MORTGAGE QUALIFICATION CALCULATORS to learn what size mortgage you can afford

Borrower Ratios Example \#1

|  | Application of Guideline | Results |
| :---: | :---: | :---: |
| 43\% Guideline | $43 \%$ of the borrower's net income of $\$ 4,235$ equals $\$ 1,820$ | - The borrower can afford a monthly mortgage payment of \$1,820 |
| $52 \%$ Guideline | $52 \%$ of the borrower's net income equals $\$ 2,200$ | - The borrower can afford $\$ 2,200$ in total monthly housing expense (mortgage payment plus property taxes and insurance) |
| 62\% Guideline | $62 \%$ of the borrower's net income equals \$2,625 | - The borrower can afford to spend \$2,625 on total monthly housing expense and all other debt expenses |

## Mortgage Size

Mortgage affordability | Based on the amount of monthly net income that the borrower should spend on his or her mortgage payment and total |
| :--- |
| monthly housing expense, the borrower can afford a mortgage of $\$ 380,000$ |
| Mortgage affordability is based on a 30 year fixed rate mortgage at a $4.0 \%$ interest rate |

A change in interest rate or mortgage term will change the size of mortgage the borrower can afford
The Loan-to-Value ratio (LTV) and type of mortgage program you select may also impact the size of mortgage you can afford

- If your LTV is greater than $80 \%$, you may be required to pay private mortgage insurance, or PMI, which is an extra ongoing cost
in addition to your monthly mortgage payment and therefore reduces the size of mortgage you can afford
- If you select an FHA mortgage program, you will be required to pay a Mortgage Insurance Premium (MIP), which is an extra up-ffront
and ongoing cost in addition to your monthly mortgage payment and therefore reduces the size of the mortgage you can afford


## Example: What Size Mortgage Can You Afford? (continued)

In the example below we look at a borrower that makes \$4,235 in monthly net income but has only $\$ 225$ in other non-housing monthly debt expenses and apply the rules to determine what size of mortgage the borrower can afford
Because the borrower in this example has less non-housing monthly debt he or she can exceed the $43 \%$ and $52 \%$ guidelines and afford a bigger mortgage
This example demonstrates that the $43 \%, 52 \%$ and $62 \%$ guidelines are not set in stone but rather guidelines that can be influence by several factors

## Borrower Ratios Example \#2

|  | Result | Key Takeaways |
| :---: | :---: | :---: |
| 62\% Guideline | $62 \%$ of the borrower's monthly net income equals $\$ 2,625$ | - The borrower can afford to spend $\$ 2,625$ on total monthly housing expense and all other debt expenses |
| Total Monthly Housing Expense | The borrower can spend \$2,400 on total monthly housing expense | - The borrower can afford $\$ 2,400$ in total monthly housing expense ( $\$ 2,625$ in total monthly housing expense minus $\$ 225$ in other non-housing monthly debt expenses) |
| Monthly Mortgage Payment | The borrower can afford a monthly mortgage payment of \$2,020 | - The borrower can afford a monthly mortgage payment of $\$ 2,020$, which represents $48 \%$ of the borrower's net income <br> - The borrower can afford to spend more than $43 \%$ of his or her monthly net income on the monthly mortgage payment because the less non-housing monthly debt you have the more you can spend on your mortgage payment |
| Mortgage Size |  |  |
| Mortgage Affordability | In this example, based on the lower amount of non-housing monthly debt that the borrower has, the borrower can afford a larger mortgage amount of $\$ 423,000$ |  |

## What Size Down Payment Do I Need to Make?

Understanding what size of mortgage you can afford is only one piece of the equation in determining the price of the home you can afford. The other piece of the equation is your down payment
The down payment is money that you contribute when you purchase the home that you do not get back until you sell the home

- So if something unfortunate happens such as selling your home for less than you paid for it or your home going into foreclosure, then you could lose part or all of your down payment
The down payment you can afford plus the mortgage you can afford equals the price of the home you can afford
Borrowers frequently ask what size down payment they need to buy a home as saving money for a down payment can be challenging
There is no set rule for what size down payment you need to make when you buy a home but there are some guidelines and financial considerations you should be familiar with

In order to receive the lowest interest rate for your mortgage, most lenders expect a borrower to make a down payment of at least $20 \%$ of the purchase price of the home
Lenders have guidelines that specify an acceptable loan-to-value (LTV) ratio, or the amount of money they are willing to lend you compared to the value of the house
Lenders typically expect an LTV ratio of $80 \%$ or less, which means you are contributing a down payment equal to $20 \%$ or more of the purchase price of the home

- For example, if you are buying a home for $\$ 100,000$, if you want to receive the best interest rate, your down payment would be at least $\$ 20,000$ and you would borrower the remaining $\$ 80,000$ from the lender
- In this example, the loan-to-value ratio is $80 \%$ ( $\$ 80,000$ mortgage $\div \$ 100,000$ property value $=.80=80 \%$ )
- You also need to take into account mortgage closing costs in determining how much up-front money is required to purchase a home and closing costs can run thousands of dollars
So a $20 \%$ down payment is the standard down payment amount when buying a home but it is certainly possible to buy a home with a smaller down payment.

If your down payment is less than 20\%, the lender will likely charge a higher interest rate or require the borrower to purchase private mortgage insurance (PMI), which increases your mortgage costs

- PMI typically requires that the borrower pay an ongoing annual fee, paid monthly. PMI rates vary but can be approximately $.5 \%$ of the mortgage amount for a 30 year loan with a loan-to-value ratio of $90 \%$ (so when the borrower makes a down payment of $10 \%$ )
Instead of charging PMI, some lenders may charge a higher interest rate. So the lender may offer you an interest rate of $4.0 \%$ if you make a down payment of $20 \%$ and an interest rate of $4.5 \%$ if you make a down payment of $10 \%$
- In many cases paying a higher interest rate can cost the borrower more than paying PMI fees because the borrower pays the higher interest rate over the life of the mortgage unless they are able to refinance
- So if you decide to make a down payment of less than $20 \%$ and the lender does not require that you pay PMI, be sure to ask the lender if PMI is included in the interest rate, and if the answer is yes, ask what the interest rate would be if you pay for PMI separately as this could save you a significant amount of money over the life of your mortgage
There are also multiple government-backed mortgage programs such as those offered by the VA and FHA that allow you to buy a home with a down payment of less than $20 \%$ and in the case of the VA program require no down payment
- The FHA program allows the the borrower to buy a home with a down payment as low as $3.5 \%$ of the property purchase price but the borrower is required to pay an up-front and ongoing annual mortgage insurance premium which are additional costs on top other closing costs and your monthly mortgage payment
- With the VA program, the borrower is required to pay a one-time, up-front VA funding fee in addition to other mortgage closing costs So you can certainly buy a home with less than $20 \%$ down but it is going to cost you more in fees or increased interest expense

When determining the size of down payment that is right for you, always remember to keep enough savings in reserve to cover four-to-six months of monthly housing expense. This will allow you to absorb any unexpected changes in your financial situation

## Example: Down Payment

The example below shows the down payment required to purchase a $\$ 475,000$ house with a $20 \%$ down payment, which implies a Loan-to-Value (LTV) ratio of 80\%
This example also shows the estimated non-recurring and recurring closing costs paid for by the borrower. The down payment plus the estimated closing costs equals the amount of up-front money required by the borrower to purchase the property

- At the time of closing, the borrower is requred to pay non-recurring closing costs such as lender, appraiser, title company, escrow and attorney fees (if applicable) as well as recurring costs such as partial interest (from the day your mortgage closes until the end of that month), pro-rated property taxes , homeowners association fees (where applicable) and impounds
- The example below provides a summary estimate for total mortgage closing costs including both non-recurring and recurring costs. This figure is an estimate as closing costs vary by lender, mortgage program and geography
This example also shows the recommended minimum amount of savings the borrower should keep in reserve for this mortgage ( $\$ 9,200$ in this case, which represents four months of total monthly housing expense ( $\$ 2,300$ ))

Use our

- DOWN PAYMENT CALCULATOR to understand the required down payment based on home price and Loan-to-Value (LTV) ratio

You can also input your down payment and other financial information into our
MORTGAGE QUALIFICATION CALCULATORS to determine what price of home you can afford

20\% Down Payment Example

Home Purchase Price
Down Payment
Mortgage Amount
Loan-to-Value (LTV) ratio

Estimated Non-Recurring Closing Costs
Total Up-Front Money Required
Estimated Monthly Housing Expense
Recommended Minimum Savings in Reserve
$\$ 475,000$
$\$ 95,000$
$\$ 380,000$
$80 \%$
$\$ 8,000$
$\$ 103,000$ (down payment $(\$ 95,000)+$ estimated closing costs $(\$ 8,000)$ )
$\$ 2,300$
$\$ 9,200$ (four months of monthly housing expense)

## What Price Home Can I Afford?

How much home you can afford is based on two things:
(1) Down payment: the money you contribute to buying the home
(2) Mortgage: the amount of money you borrow from a lender

- Down payment + mortgage = how much home you can afford


## Down Payment

The down payment is money that you put in when you purchase the home that you do not get back until you sell the home
So if something unfortunate happens such as selling your home for less than you paid for it or your home going into foreclosure, you could lose part or all of your down payment
In order to receive the lowest interest rate for your mortgage, most lenders expect a borrower to make a down payment of at least $20 \%$ of the purchase price of the home

- For example, if you are buying a home for $\$ 250,000$ your down payment would be $\$ 50,000-\$ 250,000$ times $20 \%$ equals $\$ 60,000$

If your down payment is less than $20 \%$, the lender will likely charge a higher interest rate or require the borrower to purchase private mortgage insurance (PMI) to protect the lender in case you do not pay back your mortgage

- PMI typically requires that the borrower pay an ongoing annual fee, paid monthly

Some lenders may charge a higher interest rate instead of charging PMI

- A higher interest rate can cost the borrower more than paying PMI fees because the borrower pays the higher interest rate over the life of the mortgage unless they are able to refinance while PMI fees can be removed after the amount of your mortgage falls below $80 \%$ of the value of your house
There are also multiple government-backed programs that enable you to purchase a home with a down payment of less than $20 \%$
- The FHA home loan program allows you to purchase a home with a down payment as low as $3.5 \%$
- The VA home loan program for active and retired military personnel requires no down payment

When you're thinking about your down payment, you also need to take into account mortgage closing costs, which can run thousands of dollars, and remember to keep enough savings in reserve to cover four-to-six months of total monthly housing expense

## What Price Home Can I Afford? (continued)

## Mortgage Amount

To determine what size mortgage they can afford, people typically want to understand how much of their net income they should spend on their mortgage payment and total monthly housing expense

Although there are no strict rules, the table below outlines some general guidelines for how much of your monthly net income you should spend on your mortgage payment, total monthly housing expense and total monthly housing expense plus other debt. Applying these guidelines to your personal financial situation will help you determine what size mortgage you can afford

- In the table below, we show an example for a borrower with $\$ 5,000$ in monthly net income
- It's important to emphasize that the guidelines look at monthly NET income, or your income after any deductions, which is also known as your take-home pay

|  |  | Maximum \% of Borrower Monthly Net Income |  | Borrower Monthly Net Income |  | What Borrower Can Afford to Spend |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 | Monthly mortgage payment | 43\% | x | \$5,000 | = | \$2,150 |
| 2 | Total monthly housing expense (mortgage payment plus property tax, homeowners insurance and other applicable housing-related expenses) | 52\% | x | \$5,000 | = | \$2,600 |
| 3 | Total monthly housing expense plus other monthly debt (such as credit card, auto and student loans) | 62\% | x | \$5,000 | = | \$3,100 |

In the example above, the borrower can afford to spend up to:

- \$2,150 on their monthly mortgage payment
- \$2,600 on total monthly housing expense (which means they are spending \$450 a month on non-mortgage housing expenses such as property taxes and homeowners insurance)
- \$3,100 on total monthly housing expense plus other debt (so the borrower can afford to spend $\$ 500$ a month on other debt such credit card payments)
It's important to highlight that the less monthly debt you have the higher the mortgage payment and larger the mortgage you can afford
- So in example above, if our borrower has less than $\$ 500$ in monthly debt, they can afford a larger mortgage amount

After you determine what size mortgage payment you can afford, you can figure out what size mortgage you can afford which depends on the interest rate and term, or length, of the mortgage

Returning to the example above where the borrower can afford a monthly mortgage payment of $\$ 2,150$, let's look at a thirty year fixed rate mortgage with three different interest rates - 4\%,5\% and 6\% -- and show what size mortgage our borrowers can afford at each interest rate

$$
\begin{aligned}
\text { - } 4 \% & =\$ 450,000 \text { mortgage } \\
-5 \% & =\$ 400,000 \text { mortgage } \\
-6 \% & =\$ 360,000 \text { mortgage }
\end{aligned}
$$

This example demonstrates the lower the interest rate, the larger the mortgage you can afford
Additionally, the longer the mortgage term, the larger the mortgage you can afford FIRST TIME HOME BUYER BASICS

## What Price Home Can I Afford? (continued)

## What Price Home Can I Afford?

Let's return to our original question of "What price home can I afford?" and the answer to this question is what size down payment you can afford plus what size mortgage you can afford

Let's use the 4\% interest rate scenario from our example above and say that our borrower can afford a \$450,000 mortgage
The question then becomes what size down payment can we afford? The table below outlines three scenarios - with the borrower making down payments of $5 \%, 10 \%$ and $20 \%$ - and shows what price home the borrower can afford at each down payment amount

| Down Payment (\%) | Down Payment Amount (\$) |  | Mortgage Amount (\$) |  | Home Price the Borrower Can Afford (\$) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 5\% | \$23,675 | + | \$450,000 | $=$ | \$473,675 |
| 10\% | \$50,000 | + | \$450,000 | $=$ | \$500,000 |
| 20\% | \$112,500 | + | \$450,000 | $=$ | \$562,500 |

In this example, if our borrower can afford to put 20\% down, the down payment is $\$ 112,500$, and if you add the $\$ 450,000$ mortgage amount, the borrower can afford to purchase a $\$ 562,500$ home
This example provides a framework for thinking about what price home you can afford but the most important rule to remember is that you select a down payment and mortgage amount that you are financially comfortable with for the long term

## What mortgage program is right for me?

Selecting a mortgage program is one of the most important steps in the mortgage process

- It is key to select a mortgage program that you are comfortable with and what type of mortgage program you choose also impacts what size mortgage you can afford
There are three main types of mortgage programs
- Fixed Rate Mortgage
- Adjustable Rate Mortgage (ARM)
- Interest Only Mortgage

The chart on the following page summarizes and discusses the main pros and cons for each type of mortgage program. As illustrated by the chart, each program is suitable for a specific type of borrower in a specific situation

- The most common type of mortgage program is a fixed rate mortgage because it involves the least amount of risk
- This is because the monthly mortgage payment for a fixed rate mortgage can never increase and stays constant over the life of the mortgage
- The primary reason to select an adjustable rate mortgage (ARM) is because the interest rate and mortgage payment are lower than a fixed rate mortgage during the initial fixed rate period of the loan
- Another reason to select an ARM is if you think interest rates are going to decline significantly in the future although ARMs also carry the risk that your mortgage payment will increase if interest rates rise in the future
- Interest only mortgages are the riskiest and least common type of loan program. The primary reason to select an interest only mortgage is because the mortgage payment during the initial interest only period of the loan is lower than the mortgage payment for a fixed rate mortgage or an ARM (because you are not paying principal). Additionally, you can typically qualify for a larger mortgage amount with an interest only mortgage
- The downsides to an interest only mortgage are that your mortgage payment typically increases after the initial interest only period when you start paying both principal and interest plus your interest rate can increase in the future, which could also cause your mortgage payment to go up
So what program is right for you? It all depends on you risk profile and financial goals
- If you are looking for certainty, then a fixed rate mortgage probably works best
- If you have a higher tolerance for risk and are looking for a lower monthly payment or larger mortgage amount, than an Adjustable Rate Mortgage or Interest Only Mortgage may be right for you
- Additionally, if you know you are going to sell your home before the adjustable rate period for an ARM or an Interest Only Mortgage, they could be the right program for you
- That way you benefit from the lower monthly mortgage payment during the initial period of the mortgage but you are not exposed to a potential increase in interest rates and mortgage payment during the adjustable rate period
- This approach is not without risk either, as there is no guarantee you could sell your property for more than you paid for it

Review the chart on the following page to learn about each type of mortgage so you can choose the program that best meets your financial objectives

## What mortgage program is right for me? (continued)

## Mortgage Program Comparison



## What Length of Mortgage Should I Choose?

One of the key decisions you make when you select a mortgage is to choose how long your mortgage should be

- Lenders typically offer mortgages with $10,15,20,25,30$ and 40 year terms, with the 30 year term being the most popular

Understanding how mortgage term impacts what size mortgage you can afford, your monthly mortgage payment and total interest expense over the life of your mortgage will help you select the term that is right for you

The table below outlines some basic guidelines on mortgage term:

| Guideline | Explanation |
| :---: | :---: |
| Shorter term = lower interest rate | A shorter term means less risk for the lender providing you the loan and less risk means a lower interest rate for you |
| Shorter term = higher mortgage payment | Even though mortgages with a short term have lower interest rates, they have higher monthly payments because you are repaying the principal amount of the mortgage over a shorter period of time |
| Longer term = larger mortgage you can afford | For example, if you can afford to spend a maximum of $\$ 3,000$ on your monthly mortgage payment, you will be able to afford a larger mortgage amount with a longer term than you could with a shorter term |
| Longer term = more interest expense | Even though your mortgage payment is higher with a mortgage with a shorter term, you pay much less in total interest expense over the life of the mortgage because you pay off your mortgage faster |

The table below demonstrates how you can afford a larger mortgage with a longer mortgage term. Note how the monthly mortgage payment does not change while the mortgage size increases significantly as the mortgage term increases

- The table is an example as mortgage size and monthly mortgage payment vary depending on interest rates

|  |  | Mortgage Term |  |  |
| :--- | :---: | :---: | :---: | :---: |
|  | $\mathbf{1 0}$ Years | $\mathbf{1 5}$ Years | $\mathbf{2 0}$ Years | 30 Years |
| Interest Rate | $3.00 \%$ | $3.25 \%$ | $4.00 \%$ | $4.25 \%$ |
| Mortgage Size | $\$ 310,000$ | $\$ 427,000$ | $\$ 495,000$ | $\$ 610,000$ |
| Monthly Mortgage Payment | $\$ 3,000$ | $\$ 3,000$ | $\$ 3,000$ | $\$ 3,000$ |

## What Length of Mortgage Should I Choose? (continued)

In the table below, we hold the mortgage size constant at $\$ 300,000$ to demonstrate how the monthly mortgage payment decreases as the mortgage term increases but total interest expense over the life of the mortgage increases as the mortgage term increases

- This example illustrates how getting a mortgage with a shorter term can save you hundreds of thousands of dollars in interest expense over the life of the mortgage

| Mortgage Term |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  | 10 Years | 15 Years | 20 Years | 30 Years |
| Interest Rate | 3.00\% | 3.25\% | 4.00\% | 4.25\% |
| Mortgage Size | \$300,000 | \$300,000 | \$300,000 | \$300,000 |
| Monthly Mortgage Payment | \$2,900 | \$2,110 | \$1,820 | \$1,475 |
| Total Interest Expense | \$48,000 | \$80,000 | \$136,000 | \$231,000 |

Now that you have an understanding of how mortgage term impacts your interest rate, mortgage payment and total interest expense, we can return to the question of "What length of mortgage should I choose?"
The answer to that depends on your financial goals

- If you are seeking to maximize your mortgage amount and minimize your mortgage payment, then you should go with a 30 year mortgage term
- If you can afford a higher monthly mortgage payment and want to save tens of thousands or even hundreds of thousands of dollars in interest expense over the life of your mortgage, then you should choose a shorter mortgage term, such as a 15 year mortgage
At FREEandCLEAR we recommend that you pay off your mortgage as soon as possible so that you can start paying yourself instead of paying interest to the bank
- Although most people select a 30 year mortgage term, consider choosing the shortest term that will also allow you to feel comfortable with your monthly mortgage payment
One creative way to think about mortgage term is to get a mortgage with a 30 year term but make the same payment that you would with a 15 year mortgage, so a higher mortgage payment than what is required
That way you maintain the flexibility of having a lower required monthly mortgage payment that goes along with a longer mortgage term (in case you cannot afford to make the higher payment), but you pay off your mortgage in 15 years and save hundreds of thousands of dollars in interest expense


## Summary of Government-Backed First-Time Home Buyers Mortgage Programs

There are several government-backed mortgage programs designed to help first-time home buyers obtain mortgages
The table below summarizes some of the more common first-time home buyer programs and explains how they can work for you Many first-time home buyer mortgage programs are administered by state housing financing agencies or city and county housing commissions and program details may vary by state or county


## First-time home buyer programs

FHA Mortgage Program

VA Home Loan Program

Mortgage Credit
Certificate (MCC)
Tax Credit Program

Down Payment
Assistance Program

Closing Cost Grants

Individual Development Accounts

- The Federal Housing Administration (FHA) offers government-backed mortgage programs designed to help low-income individuals and individuals with limited funds buy a home by enabling them to purchase a property with a down payment of only 3.5\%
- Although you do not have to be a first-time home buyer to qualify for the FHA Mortgage Program, the program works very well for first-time home buyers
- The U.S. Department of Veterans Affairs (VA) offers mortgage programs for active and retired military personnel, including individuals in the reserves and national guard, that enable them to purchase a property with no down payment and at favorable interest rates
- A program that provides qualified borrowers a federal income tax credit of either $15 \%$ or $20 \%$ of their annual mortgage interest expense as long as the buyer lives in the home
- Program that provides first-time home buyers with a silent second mortgage, also know as a subordinate loan, to assist them with their down payment or closing costs
- Programs that provide grants to help home buyers pay for closing costs
- An Individual Development Account, or IDA, is a special savings account to help people with low incomes save money for a specific purchase such as buying a house, paying for school or starting a small business


## Mortgage Closing Costs

Closing costs are the fees that a borrower is required to pay to numerous third parties at the time a mortgage closes
Closing costs are typically thousands of dollars and are very important for borrowers to consider and understand when they obtain mortgages

- It is important to compare closing costs in addition to interest rates when you evaluate mortgage proposals from multiple lenders

There are two types of closing costs

- Non-recurring closing costs: These are one-time, up-front costs that the borrower pays to various third parties to process and close the mortgage. Examples include lender, appraisal, title company, escrow and attorney (if applicable) fees
- Recurring closing costs: These are costs that the borrower will continue to pay after the mortgage closes. Typically the borrower is required to pay a portion of these ongoing costs which are calculated based on at what time of year and day of month the mortgage closes. Examples include interest (from the day of closing until the end of the month in which your mortgage closes), pro-rated property taxes, homeowners association fees (if applicable), private mortgage insurance (PMI) (if applicable) and mortgage insurance premium (MIP) (if applicable)
The table below outlines typical non-recurring and recurring closing costs when you obtain a mortgage
- The table attempts to capture most closing costs across the mortgage industry but please note that closing costs vary by geography and lender so not all of these costs will be included for all mortgages
- Additionally, closing costs vary depending on the mortgage amount with larger loans having higher costs

The example on the following page provides a detailed case study on estimated closing costs for a mortgage

| Closing Costs |
| :--- |
| Non-Recurring Closing Costs |
| Item |
| Lender Fees |
| Description Different lenders often use different terminology for the various fees and <br> expenses they charge to process your mortgage which can be confusing to  <br> borrowers  |
| Some lenders may charge no fee, a flat fee or break-out the fees into separate |
| cost items as outlined below |

## Mortgage Closing Costs (continued)

| Item | Description | Approximate Cost |
| :--- | :--- | :--- | :--- |

## Get Pre-Approved for Your Mortgage

It is important to get pre-approved at the beginning of the mortgage process
Getting pre-approved for a mortgage demonstrates your ability to qualify for a certain loan amount prior to making an offer to purchase a property
This gives you a big advantage when you are attempting to buy a home because you have removed one of the biggest risks from the process - your inability to obtain financing

The pre-approval process focuses on what size mortgage the borrower can afford and the borrower's ability to make the monthly mortgage payment and pay back the mortgage
Pre-approval shows sellers that you are both qualified financially and serious about the process
Pre-approval qualifies the borrower and is typically related to a specific property

- Even if pre-approval is tied to a specific property, it is subject to the lender approval of the terms of the home purchase contract, property appraisal, title and other documentation required to close your mortgage
- So even if you are pre-approved for a mortgage, the lender will still need to provide final loan approval after you have selected the property you want to buy and your offer to purchase has been accepted by the seller
Obtaining pre-approval typically requires a borrower to submit a mortgage application although some lenders may only require that the borrower provide certain financial information as opposed to a full loan application
Understanding your lender options, asking the right questions and getting pre-approved for your mortgage at the start of the process will enable you to address potential issues and better position you to successfully obtain a mortgage when you buy a property


## Understand your Lender Options

After you have determined what size mortgage you can afford, the next step is selecting a lender
It is important to realize that you have options when selecting a lender. You can use these options to create competition for your business and make sure you are getting the best price on your mortgage
There are several types of lenders and each has pluses and minuses
We highly recommend that you speak to a couple of lenders in each category and gather as much information as possible

| Lender Options |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Lender Type | Definition | Example | Pros | Cons |
| Banks | - Take deposits from customers and loan money to borrowers <br> Banks fund mortgages, which means they actually provide you the money for your mortgage <br> They may keep your mortgage or sell it to a third party in the secondary mortgage market | - Wells Fargo <br> - Bank of America <br> - Chase | 11. Directlender | May be more difficult to qualify for mortgage |
| Mortgage Broker | - Personal Mortgage Shopper - Work with multiple lenders to offer borrower the best mortgage product - Also referred to as third party originators - Do not fund loans but work with a number of funding lenders | - Typically smaller, local companies | Compare mortgage offers from multiple, competing lenders | - Does not fund loans <br> May not offer better mortgage terms |
| Mortgage Banker | Originates and funds mortgages using a corporate line of credit <br> Does not take deposits from consumers <br> Sells all loans into secondary mortgage market | - Quicken Loans | Direct Lender <br> Alternative to using a bank | May have limited resources <br> May not offer better mortgage terms |
| Credit <br> Union | Takes deposits from customers and loans money to borrowers <br> Typically not for profit institutions which may allow them to offer more competitive mortgage rates <br> You must be a member to obtain a mortgage from a credit union <br> Membership eligibility may require employment with a specific organization (active military, etc.) <br> Typically sells loans into secondary mortgage market |  | Potentially lower rates and fees because of not for profit status | May need to meet eligibility requirement |
| Private Investors | Individual investors <br> Typically require low Loan-to-Value ratios and charge higher interest rates <br> Typically used by individuals with poor credit histories | Individual investors | Access to mortgage when no other options exist | More expensive type of mortgage financing |

## Applying for the Mortgage

All lenders use the same standard mortgage application form - referred to in the industry as a Form 1003
The mortgage application contains a lot of questions about a borrower's income, assets, debt and employment history
The good news is that almost all lenders provide an online mortgage application which streamlines the process and allows you to submit the application from the comfort of your own home
Just because you submit a mortgage application to a lender does not mean you must select that lender and work with them to obtain your mortgage


## The Lender Fees Worksheet

When you are applying for a mortgage be sure to ask the lender for the Lender Fees Worksheet

- By law, the lender is not required to provide you with a Lender Fees Worksheet, but will likely provide it to you if you ask
The Lender Fees Worksheet provides a detailed breakdown of all the costs and expenses associated with a mortgage including fees charged by lenders and other third parties

The Lender Fees Worksheet also includes estimated total monthly housing expense including your mortgage payment, property taxes and homeowner's insurance
You can use the Lender Fees Worksheet to perform a more detailed review of mortgage closing costs and to compare costs across different lender proposals
You can use this information to select the mortgage that offers the best terms with the lowest costs and fees
You can use this information to select the mortgage that offers the best terms with the lowest costs and fees

## Comparing Mortgage Proposals and Picking the Right One for You

In comparing proposals, we recommend that you focus on three key items that have the most impact on your up-front and long-term mortgage costs. We outline the three items below and tell you where to find them on the Good Faith Estimate (GFE)

- According to federal law, a lender must provide a Good Faith Estimate (GFE) of the key terms of a mortgage including interest rate and closing costs, at the time the borrower submits a loan application. The GFE is a standard document that will be the same across all lenders. The figures may change as proposals vary across lenders, but the form itself will remain the same - this allows you to more easily compare proposals from various lenders

Instead of providing a Good Faith Estimate, some lenders may provide you with a verbal or written summary of estimated mortgage costs and terms. You can also use this estimated information to compare mortgage proposals

Now that you know the three key mortgage terms to focus on, you can input this information into our

## Key mortgage costs items

1) Interest Rate

| 2) Adjusted origination |
| :--- |
| charges |
| - Lender fees and costs first items on the GFE and easy to compare across lenders because it is a single figure |
| - Found in box A at the top of page two of the GFE |
| - More challenging to compare because it can contain numerous items such as points, processing and numerous other fees |
| - A point is an up-front fee that represents $1 \%$ of the mortgage amount decide to pay a discount point or points to lower your interest rate |

- The more discount points you decide to pay, the lower your interest rate should be
- We address the trade-off between points and interest rate on the next page but initially you should focus on adjusted origination charges in
making a lender selection

3) Charges for All Other
Settlement Services $\quad$ This figure includes the all non-lender fees and costs
Found in item B on the bottom of page one of the GFE

## Processing and Closing your Mortgage

Processing and closing your mortgage involves a lot of steps and paperwork

- The table below outlines the key milestones in the mortgage closing process to help you stay on track


## Mortgage Closing Key Milestones

(1) Finalize mortgage application
2. Lock your mortgage
(3) Closing agent opens escrow
(4) Order title report
(5) Order and review the appraisal
(6) Receive lender underwriting approval
(7) Closing agent orders loan documents
(8) Review the HUD-1
(9) Record documents and fund mortgage
(10) Closing!


## Understanding the HUD-1

Federal law requires the closing agent (escrow company or attorney) to issue the borrower an estimated HUD-1 Statement at least one day prior to the closing of the loan Typically the borrower receives the estimated HUD-1 when he or she signs loan documents three-to-four days prior to closing
The HUD-1 is a standardized form that lists the final, actual terms and costs of your mortgage, including your mortgage note interest rate, points and all one-time fees
The borrower should use the estimated and final HUD-1 statements to verify that he or she is receiving a mortgage at the terms agreed to at the start of the process
The first two pages of the HUD-1 outline the transaction terms and settlement (closing) costs while the third page compares these items to the Good Faith Estimate (GFE) that the lender should have provided you at the beginning of the mortgage process


HUD-1

- If the figures and information in the HUD-1 and GFE match or are relatively close, then you are all set to close your mortgage
- If there are meaningful discrepancies between the HUD-1 and GFE and the final mortgage terms and costs have changed or increased significantly, this could be a sign that you are not getting the mortgage you thought you were and that you are potentially getting ripped off
The key items to review when comparing the HUD-1 and GFE are: interest rate and settlement costs (also known as closing costs) such as the appraisal and escrow fees and title insurance costs
If there are significant differences in any of these items then ask the lender for an explanation
If you are not satisfied with the explanation then you should cancel the mortgage. You can cancel your mortgage at any time before it closes and then you are free to work with a different lender

Although you may be out non-refundable costs such as your appraisal fee and certain lender fees, canceling a bad mortgage will save you much more money over the life of the mortgage
One way to avoid potential negative surprises as you move toward closing your mortgage is to lock your mortgage. That way, all key terms and costs are agreed to by you and the lender at the start of the process and remain unchanged through the closing of your mortgage
Check out the HUD-1 example to better understand how you can use it to your advantage during the mortgage process

## Closing!

Now that your mortgage has closed it's time to celebrate!!!
Before you pop the champagne there are a couple of last minute items to remember
The first point is that you should always review the final HUD-1, which is issued after documents are recorded

Although it is very rare, if you do find a mistake in the final HUD-1, such as a miscalculation, then you should bring it to the attention of the closing agent immediately
Another important item to highlight is the first payment letter, which notes your monthly mortgage payment amount and when the payment is due
The last thing you want to do is pay a late fee because your were late with your first mortgage payment

You have completed the FREEandCLEAR First-Time Home Buyer Basics Guide! Congratulations!!!

