



Pennymac Eligibility Review Loan Change Request

Use this form to revise parameters of loans submitted for non-delegated Eligibility Review.

Loan information

Client Name	Borrower Last Name	Pennymac Loan #

Requestor Name	Requestor Email	Requestor Phone #

Change Request 1:

Parameter Changing	Original:	Revised to:

Change Request 2:

Parameter Changing	Original:	Revised to:

Request Detail / Reason for Change (as applicable)

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Important Reminders:

Loan Change Request **must** be accompanied by updated AUS and complete updated 1003

The completed request form and AUS need to be uploaded into Document Center as **Eligibility Review Doc to Clear Pend** documents

Reviews performed by PennyMac only evaluate secondary market purchase eligibility. The Lender/Client is wholly responsible for any compliance related disclosure requirements associated with changes in loan terms and conditions. If changes impact lock attributes and/or price, the Lender/Client is also wholly responsible for applicable changes to the lock within the Correspondent Portal.