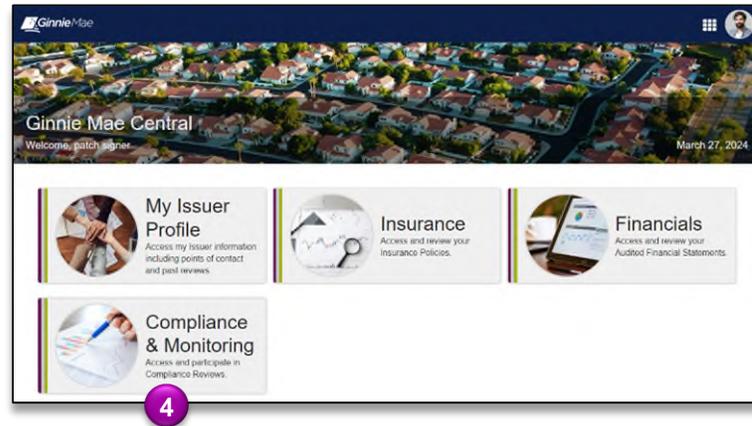
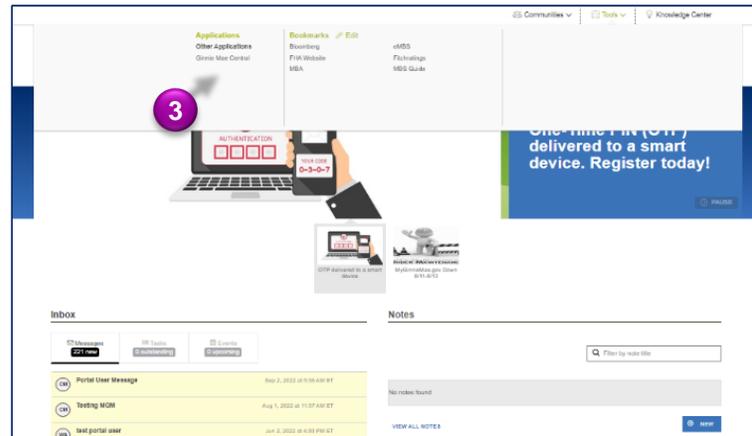
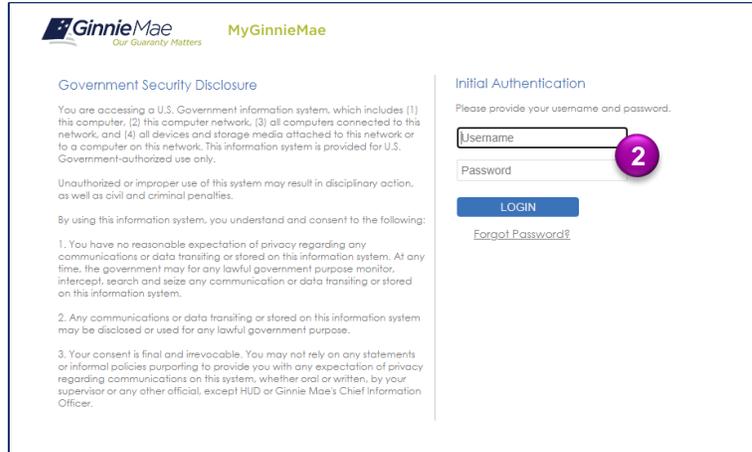


This Quick Reference Card provides an overview of the steps and instructions to confirm the Review Start Date and Subservicer as a Review Liaison.

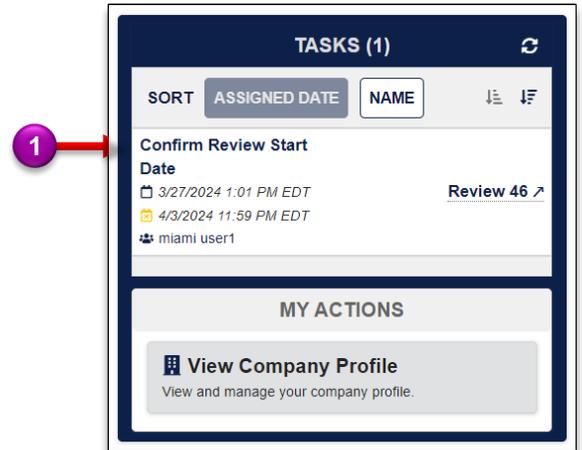
NAVIGATING TO GMC C&M

1. Navigate to MyGinnieMae (<https://my.ginniemae.gov>).
2. Login with your credentials.
3. Select Ginnie Mae Central under the Applications section on the My Tools dropdown.
4. Select the C&M module.

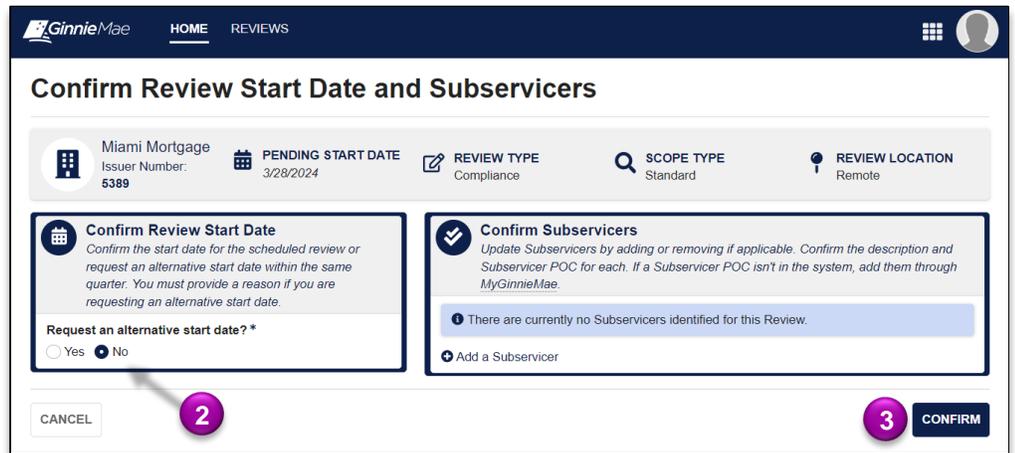


CONFIRM REVIEW START DATE

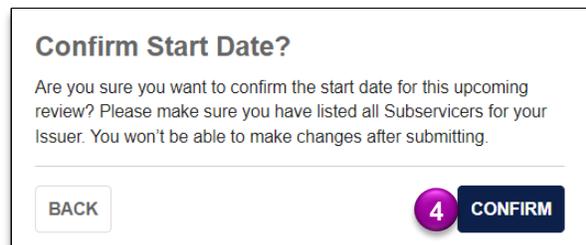
1. Select **Confirm Review Start Date** in the **Tasks** bar on the left-hand side of the C&M homepage.



2. Select **No** under **Request an alternative start date?** to confirm Review Start Date scheduled by Ginnie Mae.
3. Select **Confirm**.

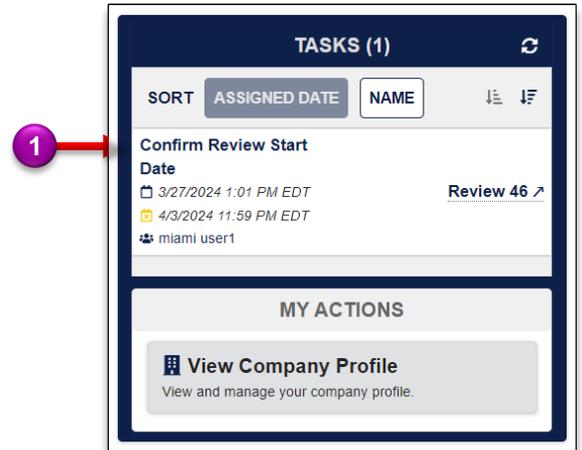


4. Select **Confirm** to confirm start date.

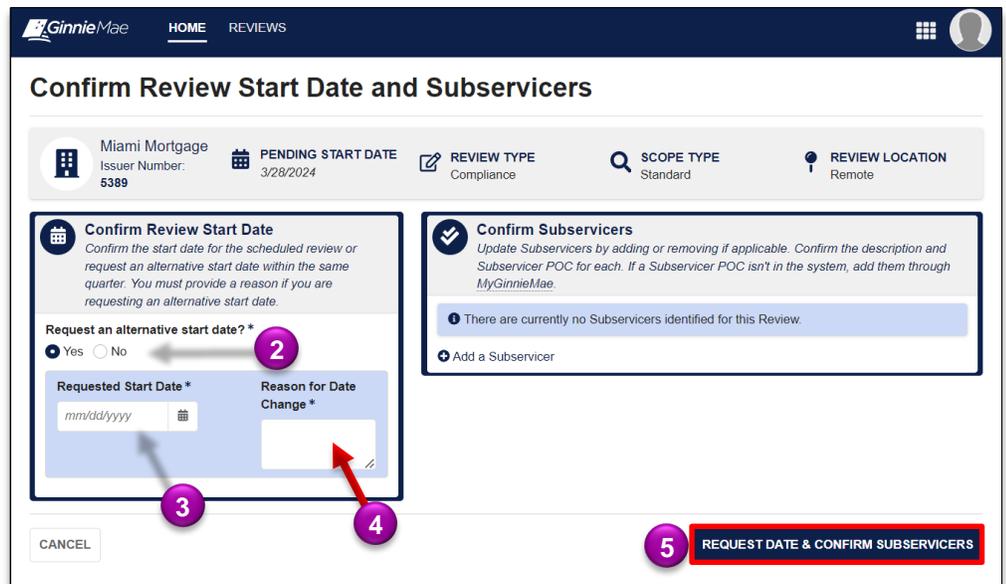


REQUEST ALTERNATIVE DATE

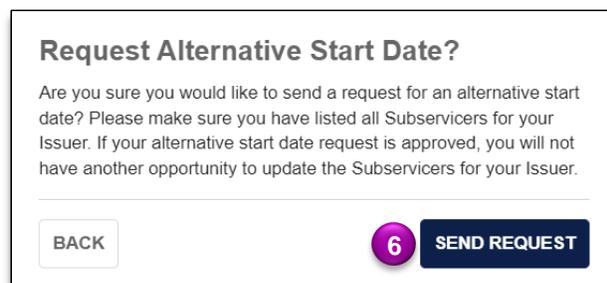
1. Select **Confirm Review Start Date** in the **Tasks** bar on the left-hand side of the C&M homepage.



2. Select Yes under **Request an alternative start date?** to request an alternative start date.
3. Enter the **Requested Start Date**.
4. Enter the **Reason for Date Change**.
5. Select **Request Date & Confirm Subservicers**.

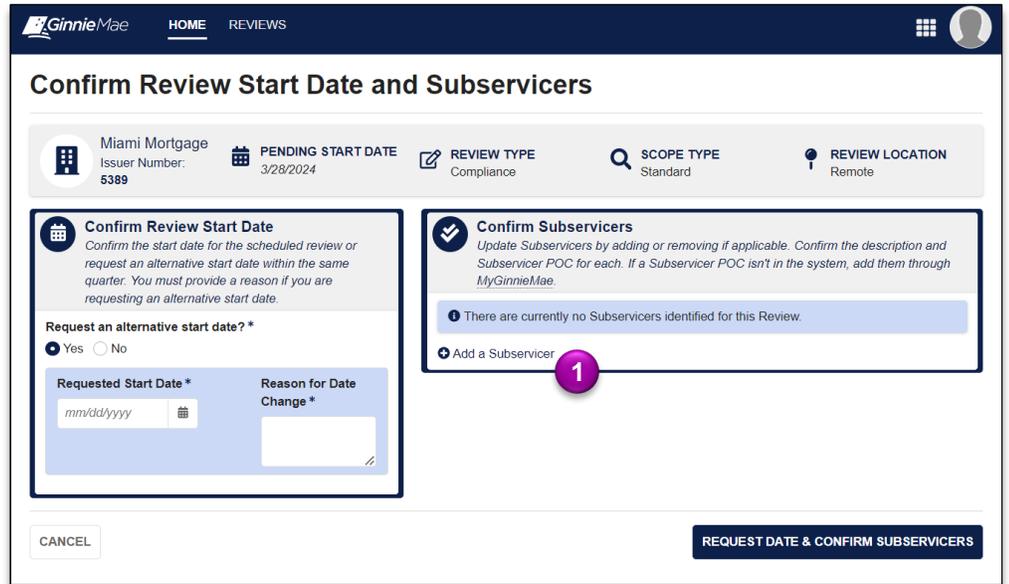


6. Select **Send Request** to confirm request for alternative start date.



ADD A SUBSERVICER

1. Select **Add a Subservicer**.



Confirm Review Start Date and Subservicers

Miami Mortgage
Issuer Number: 5389

PENDING START DATE: 3/28/2024

REVIEW TYPE: Compliance

SCOPE TYPE: Standard

REVIEW LOCATION: Remote

Confirm Review Start Date
Confirm the start date for the scheduled review or request an alternative start date within the same quarter. You must provide a reason if you are requesting an alternative start date.

Request an alternative start date? *
 Yes No

Requested Start Date *
mm/dd/yyyy

Reason for Date Change *
[Text Area]

Confirm Subservicers
Update Subservicers by adding or removing if applicable. Confirm the description and Subservicer POC for each. If a Subservicer POC isn't in the system, add them through MyGinnieMae.

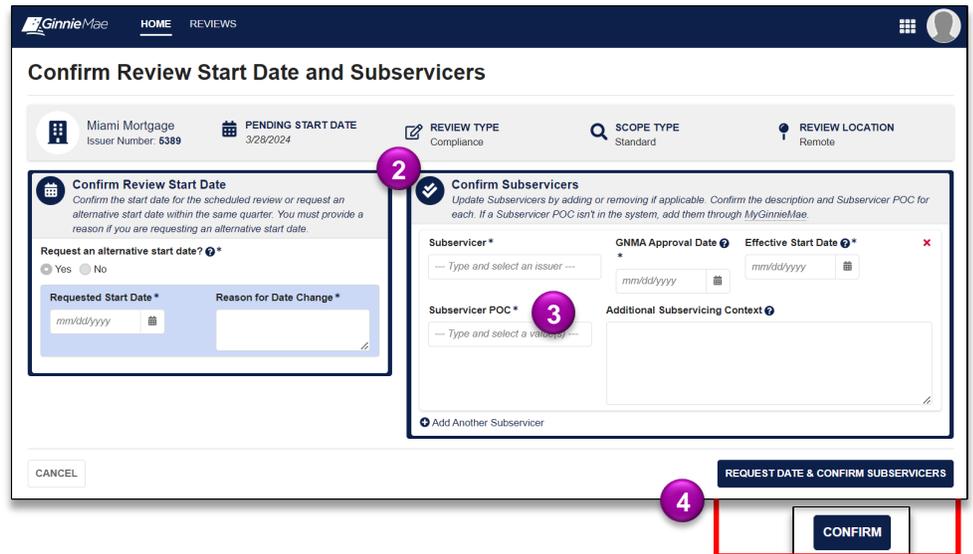
There are currently no Subservicers identified for this Review.

1 Add a Subservicer

CANCEL REQUEST DATE & CONFIRM SUBSERVICERS

2. Complete the Subservicer form by entering the **Subservicer, Subservicer POC, GNMA Approval Date, Effective Start Date**, and any other **Additional Subservicing Context**.

3. If Subservicer relationship is previously defined, the Issuer's subservicer will prepopulate the form. User will be required to **enter the Subservicer POC**.



Confirm Review Start Date and Subservicers

Miami Mortgage
Issuer Number: 5389

PENDING START DATE: 3/28/2024

REVIEW TYPE: Compliance

SCOPE TYPE: Standard

REVIEW LOCATION: Remote

2 **Confirm Review Start Date**
Confirm the start date for the scheduled review or request an alternative start date within the same quarter. You must provide a reason if you are requesting an alternative start date.

Request an alternative start date? *
 Yes No

Requested Start Date *
mm/dd/yyyy

Reason for Date Change *
[Text Area]

3 **Confirm Subservicers**
Update Subservicers by adding or removing if applicable. Confirm the description and Subservicer POC for each. If a Subservicer POC isn't in the system, add them through MyGinnieMae.

Subservicer *
--- Type and select an issuer ---

GNMA Approval Date *
mm/dd/yyyy

Effective Start Date *
mm/dd/yyyy

Subservicer POC *
--- Type and select a vol ---

Additional Subservicing Context
[Text Area]

Add Another Subservicer

CANCEL REQUEST DATE & CONFIRM SUBSERVICERS

4 CONFIRM

4. To confirm the subservicer, select **Confirm** (if an alternative date wasn't requested) or **Request Date & Confirm Subservicers** (if an alternative date was requested).