

## **APPENDIX II-1**

### **COMMITMENT AUTHORITY AND/OR POOL NUMBERS**

- Applicability:** Ginnie Mae I MBS Program and Ginnie Mae II MBS Program.
- Purpose:** To transmit to Ginnie Mae a request for commitment authority to guarantee securities and/or to request pool numbers.
- Prepared by:** Issuer
- Prepared in:** Electronic form via the Commitment Management Application or Request Pool Number Application, as Applicable
- Completion Instructions:** To complete this form, login to GMEP, select the IPMS tab, then select either the Request Pool Number Application or the Commitment Management Application to submit your request. Additional instructions can be obtained by accessing the Commitment Management User Manual or Request Pool Number User manual, as applicable located in GMEP.

1. Select Issuer name or number from the drop down menu.
2. Enter the number of pool numbers being requested
3. Click submit to process request

**PAPER FORMS ARE ONLY TO BE USED FOR CONTINUITY OF BUSINESS IN THE EVENT GINNIE MAE SYSTEMS ARE NOT AVAILABLE. YOU MUST RECEIVE PRIOR APPROVAL FROM YOUR GINNIE MAE ACCOUNT EXECUTIVE BEFORE A REQUEST CAN BE SUBMITTED IN PAPER FORM.**

Completion instructions for paper submissions.

1. Indicate full legal name and address of the issuer and provide other information called for.
2. Check appropriate boxes if application is for commitment authority to guarantee securities.
3. If application is for commitment authority, enter total amount of commitment authority requested and the fee remitted. For a discussion of fees see Chapter 6 of the Ginnie Mae Mortgage-Backed Securities Guide.
4. Check appropriate box for type of commitment authority applied for.
5. Check appropriate box if application is for pool or loan package numbers.
6. Enter the total number of pool numbers requested for each program type. Request should be based on the number of pools or loan packages of each type expected to be issued within the next 120 days.
7. Enter the total number of unique Ginnie Mae loan identifiers requested for HECM loans. Request should be based on the number of HECM loans for which the first Participation will be pooled over the course of the next 120 days.
8. Signature of authorized officer.
9. Name and title of authorized officer signing and date of signing.