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Rate sheets are available via daily email distribution and through First Capital Bank Mortgage's secure website. Please contact the office at 804-744-8022 to be added to the distribution list and for access to the website. Loan level access is restricted to approved brokers only. You may also contact us via email at rates@1capitalwholesale.com.

Daily Rate Sheets

Typically pricing is updated between 10:30 a.m. and 11:00 a.m. Eastern Time. Changes in market condition may require First Capital Bank Mortgage to update pricing during the day after the initial pricing is issued. Therefore, rates are subject to change without notice at First Capital Bank Mortgage's discretion.

If intra-day price change is necessary, First Capital Bank Mortgage may suspend pricing and send notification via email indicating that new locks will not be accepted until revised pricing is issued.

To ensure that you have a historical record of rate sheets, it is recommended that you save the rate sheet.

Rate Sheet Distribution Via Email

To receive the daily rate sheet notification, send an email to rates@1capitalwholesale.com with the contact name, Company name and email address where rates should be sent. We reserve the right to restrict rate sheet access to approved brokers only.

Please call the office at 804-744-8022 to cancel your rate subscription or to report any problems with email delivery.

Pricing Adjustments

All loan level pricing adjustments are located on the rate sheet. Please use all applicable adjustments when pricing lock requests.

The website is unable to lock any loans at this time. You may float loans on the website.

Escrow Waiver Policy

Escrows may be waived as outlined below:

- Owner Occupied only
- Eligible up to 80% LTV for tax and hazard insurance.
- Monthly PMI must always be escrowed.
- -0.25 adjustment for loans without escrow.

Off-Sheet Price Quote

First Capital Bank Mortgage will offer off-sheet pricing quotes when available. Please contact Secondary Marketing at rates@1capitalwholesale.com or 804-744-8022. You will need the following information:

- Product and rate being requested
- Lock term
- Loan amount
- Loan to value (LTV)

- Credit score
- Occupancy
- Type of transaction
- Property type
- State

Every effort will be made to respond as soon as possible to your request.

Registration and Locking

Locked loans are specific to borrower(s) and property address. If either changes the loan will need to be relocked under current market .

First Capital Bank Mortgage Broker Web Portal

Access to First Capital Bank Mortgage's Broker Web Portal will be granted to approved brokers only.

Registration of loans through the website is the preferred method and will be most efficient for all parties involved. Please contact rates@1capitalwholesale.com for access or questions regarding the website.

You will not be able to lock loans, request extensions or make changes to an existing lock or registration through the website at this time. Please email rates@1capitalwholesale.com to make the desired changes. Include the borrower's name, First Capital Bank Mortgage loan number and changes you wish to make when submitting the request.

Fax

If the website is not accessible to register or you need to lock, First Capital Bank Mortgage will accept a completed lock form through fax. The lock desk fax number is 804-744-4653.

If you do not receive a confirmation within 24 hours please notify First Capital Bank Mortgage at rates@1capitalwholesale.com or call the office.

Duplicate Locks

It is important for customers to maintain their pipeline to prevent duplicate loans, or loans with more than one loan number. These loans may be any combination of locks or loans canceled within 30 days of each other.

Per First Capital Bank Mortgage policy, a lock commitment is associated with one specific physical address and borrower(s). If the subject property or borrower(s) should change, the required new lock will not be considered a duplicate lock.

If it is determined that the loan has been registered twice, First Capital Bank Mortgage will use the following guidelines to determine which loan to cancel:

IF...	THEN...
There are two new locks,	The price of the first lock will be honored and the second will be canceled.
The original loan is locked, then canceled within 60 days of original lock expiration,	Worst case pricing and applicable relock/extension fee may apply.

First Capital Bank Mortgage Loan Number

One loan number is assigned at registration/lock.

A new loan number will only be assigned when:

- A property address change occurs
- Original lock is canceled or expired more than 60 days and file was withdrawn.

Product Changes

Product switching is allowed on all loans under the standard lock option. All change requests must be made in writing as that function is not yet available through the website. You may send the request to rates@1capitalwholesale.com or fax to 804-744-4653.

If a product change is requested, the new pricing will be based on worst case between original market for newly requested product or current market.

If you do not receive the correction within 24 hours please follow up to make sure your request was received.

Cancelling Loans

It is the broker's responsibility to maintain his or her pipeline and **cancel** any loan that will not be delivered to First Capital Bank Mortgage.

Daily Lock Availability

Brokers can lock loans daily from the time a new rate sheet is distributed (at approximately 11:00 a.m.) until 5:00 p.m. Eastern Standard Time unless otherwise noted due to market conditions.

Overnight Price Protection

First Capital Bank Mortgage does not offer overnight protection at this time.

Lock Periods

The standard lock options include 30-, 45-, and 60-day lock periods.

Lock Expiration Date

Lock period expiration dates will be calculated with the original lock date being day one of the lock. If the initial lock expiration date falls on a weekend or holiday, First Capital Bank Mortgage will roll the expiration to the first available business day.

The loan must close and fund on or prior to the expiration date.

Lock Extension Policy

A lock extension may be granted on or before the lock expiration date. To be eligible for the extension request must be made in writing to First Capital Bank Mortgage prior to 5:00p.m. EST on the day of lock expiration. The extension will be added to the original expiration date. Only one extension per loan. Subsequent extensions are on a case by case basis.

Please note that extension requests received after 5:00 p.m. the day of the expiration date will not be honored and the relock policy will apply.

Extension Price Adjustments

Any locked loans that require an extension may be extended for 7 or 14 days. The loan is subject to the extension price adjustments outlined on the rate sheet.

Relock Policy

Relocks are only available for locked loans that have expired.

If within 60 days of the original expiration the customer wishes to relock, they will receive worst case pricing. Worst case pricing is defined as the original lock price or current market under original lock terms, whichever is less. Relock period is 15 days regardless of initial lock period.

If the loan expiration is greater than 60 days from current market, broker will be allowed to relock under current pricing.

Maximum Number of Extensions and Relocks

Each loan may be extended one (1) time. Further extensions are considered on a case by case basis. The maximum term of an extension is 15 days. The maximum term of a relock is 15 days.

Renegotiation Requests

Renegotiation requests will only be considered during regular locking hours and on a case by case basis. The request must be made in writing to rates@1capitalwholesale.com for consideration.

If a renegotiation request is approved, the following will apply:

- Renegotiated price will be based on the rate sheet pricing in effect when the request is granted by First Capital Bank Mortgage.
- There must be a minimum decrease of 0.375% in rate to request renegotiation.
- Pricing will be based off current market 60 day price for the rate desired. An increase in income over the original lock is not allowed to the broker.
- The original expiration date will remain intact after the renegotiation is complete.
- Only one renegotiation per loan.
- Loan must be approved.
- Renegotiations are to the borrower benefit only.
- Loan must have active lock to renegotiate. If lock has expired, relock and wait 24hours to request renegotiation.