RECAST REQUEST FORM

Loan Servicing
513-842-0972 | Fax 513-741-6255
customerservice@guardiansavingsbank.com

What is a recast? A recast re-amortizes the remaining principal balance after a qualifying principal reduction, lowering the monthly principal and interest payment. The interest rate and maturity date remain unchanged.

Important: Submitting this form only starts the recast process and does not guarantee approval. All Guardian Savings Bank and applicable investor/program requirements, including signed modification documents, must be met.

1 BORROWER AND LOAN INFORMATION

Borrower name(s):	**Loan number:**
Property address:	**Best phone number:**
City, state and ZIP:	**Email address:**

2 REQUESTED PRINCIPAL REDUCTION

Principal reduction amount: $	**Date paid or expected payment date:**

3 REQUIREMENTS AND PROCESSING

Before submitting this request:

- Complete all fields and sign the form. Typed or written signatures will not be accepted.
- Make a principal reduction of at least $10,000 by check or wire. The reduction must have been paid within the prior 12 months.
- Pay the $100 modification fee **and the next regularly scheduled monthly payment due.**
- If the loan is subject to a prepayment penalty, the applicable 1% penalty must be paid with the principal reduction.

What happens next:

- Guardian will review the loan for recast eligibility after all requirements are satisfied.
- If approved, a Note Modification Agreement will be provided to all borrowers.
- The recast will not be finalized until all required documents are properly signed and returned in a manner acceptable to Guardian Savings Bank.
- The recast will be effective on the first day of the second month after funds are processed (ex. paid in April, lowers in June).

****PMI REQUESTS ARE SEPARATE**:** This Recast Request Form is not a request for PMI cancellation. Requests for PMI removal must be submitted separately to the Escrow Department at (513) 842-0971 or via email at escrow@guardiansavingsbank.com and are subject to separate eligibility requirements. Guardian Savings Bank will not process this form as a request to remove PMI.

4 BORROWER ACKNOWLEDGMENTS AND AUTHORIZATION

By signing below, each borrower certifies that the information provided is accurate and acknowledges that submission of this request does not guarantee approval, that a recast does not change the interest rate or maturity date, that additional documentation may be required, and this form is not a request for PMI cancellation.

_____ _____ _____ _____

Borrower signature Date Co-borrower signature Date

Return completed form and required items to: Guardian Savings Bank, Loan Servicing, 2774 Blue Rock Road, Cincinnati, OH 45239-6333
Via email: customerservice@guardiansavingsbank.com