



Fannie Mae®

Fee Remittance & Updating Multifamily Structured Facility Management System

Multifamily Structured Transactions





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Fee Remittance Guidance

Fees for MSFMS are always wired in. The wire reference should include the MSFMS deal name, MSFMS™ deal ID and fee type. If multiple fees are due within a transaction, a single wire can be sent in or individual wires for each fee is also acceptable.

- Fees are due on the book entry date, but no later than the day after the book entry date, with the exception of the following:
 - Substitution Fee, Review Fee, Release Fee, Transfer Fee, Due Diligence Fee related to a Substitution are due within 48 hours of closing.
 - Prepayment Premium fees are remitted via CRS for Cash loans within 24 hours of closing and via the normal MBS remittance process for MBS loans.

- Due Diligence Fees that are assessed for an initial advance are done via the Due Diligence letter provided by the Structured Transactions Customer Engagement teams
 - Letter will outline the legal fee deposit to remit to the Outside Counsel engaged to handle the future closing along with the Due Diligence fee amount that should be remitted to Fannie Mae for the initial advance.
 - This fee is non-refundable, therefore if the letter states that there are 14 properties being reviewed, but only 13 make it through to the initial advance, then the fee amount due is for all 14 properties. When there are properties that fall out during the Due Diligence reviews, contact both the MF Spot team at multifamily_spot@fanniemae.com and the Customer Engagement Analyst that working with you to confirm total Due Diligence Fees due.

- Wiring Instructions
 - FNMA NYC
 - **ABA#:** 021039500
 - Credit: 169220242
 - Attn: MF Spot
 - Reference: (Deal Name/Deal ID/Fee Type)

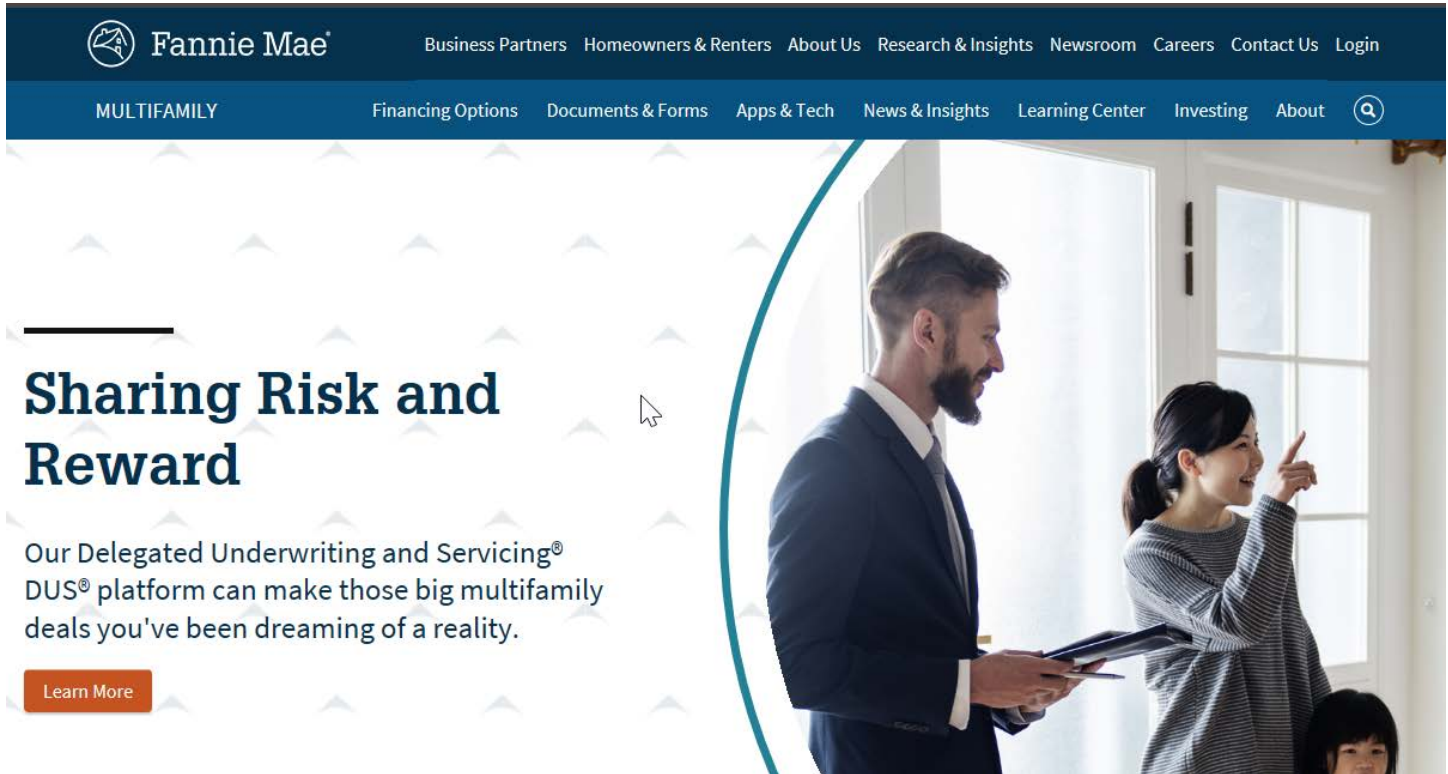


Fee Input in MSFMS

The fee input process will detail how to navigate to the loan page of Multifamily Structured Facility Management System (MSFMS) to enter Origination and Excess Premium fees collected on the Lender's Certificate (Form 4642) section.

Navigating to MSFMS

1. Go to Fannie Mae's Multifamily website: <https://multifamily.fanniemae.com> and click on the Business Partners dropdown then select Multifamily.



2. Click on the *Apps & Tech* tab and then click on Delivery to display the apps associated with Delivering to Fannie Mae.



Home / Applications & Technology

Applications & Technology

Learn more about Fannie Mae's library of applications



- ANY - ORIGINATION & UNDERWRITING **DELIVERY** SERVICING ASSET MANAGEMENT

MANAGE ACCOUNT

3. Click on the *Login* button to open up the MSFMS application sign on page where it will prompt the user to enter their username and password. Once the username and password have been entered click *Sign On*.



C & D

Handles Cash and MBS committing and delivery...

Login

Learn More

DUS DocWay

A web-based application through which lenders...

Login

Learn More

DUS Navigate

Your portal to our simplified and restructured Multifamily...

Login

Learn More

MSFMS

Provides users with a centralized view of our...



Login

Learn More

Multifamily Negotiated Transactions

Handles all Cash and MBS delivery functions for all...

Login

Learn More

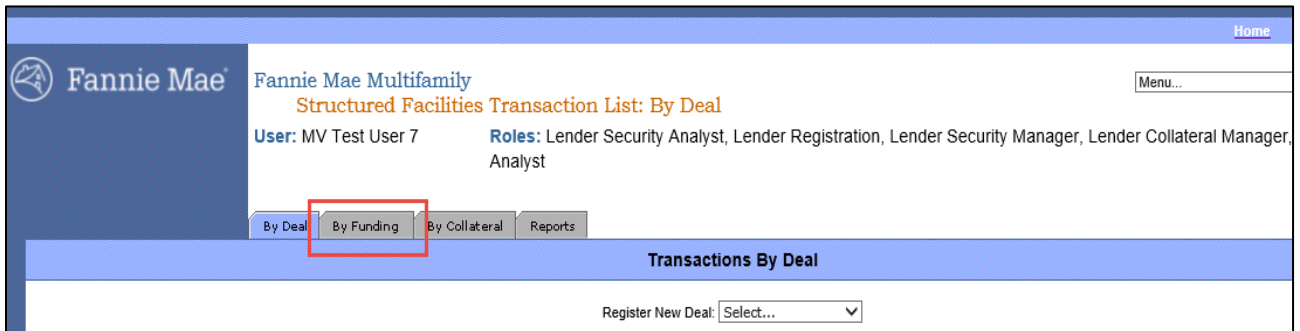
Technology Manager

Allows registered users of Fannie Mae technology...

Login

Learn More

- Click on the *By Funding* tab to locate the Pool that has already been created.



- Click on the Pool number to open the Pool page.



Fannie Mae Multifamily
Structured Facilities Transaction List: By Funding

User: MV Test User 7 Roles: Lender Security Analyst, Lender Registration, Lender Security Manager, Lender Collateral Manager, Lender Collateral Analyst

By Deal By Funding By Collateral Reports

Transactions By Funding

New Issues
Funding State = Created, Submitted For Review, Submitted, Closed With Differences, Closed; 1 - 7 of 7

Book Entry Date	Issue Date	Funding Number	Execution Type	Deal Name	Fannie Mae Seller Name	Security Face Value (\$)	Last Loan Maturity Date	Funding State
02/28/2019	02/01/2019	BL1617	MBS			0.00		Created
02/28/2019	02/01/2019	BL1619	MBS			65,300,000.00	02/01/2031	Submitted
03/07/2019	03/01/2019	BL1618	MBS			0.00		Created
03/29/2019	03/01/2019	BL1632	MBS			10,000,000.00	03/01/2029	Submitted
03/29/2019	03/01/2019	BL1635	MBS			0.00		Created
03/29/2019	03/01/2019	BL1636	MBS			0.00		Created
04/01/2019	04/01/2019	BL1637	MBS			10,000,000.00	03/01/2029	Created
Total MBS						7	85,300,000.00	

6. Scroll down to the bottom of the page and click on the *Servicer Loan number* to open the Loan page.

Delete Select	Collateral Group Name / Fee Group Name	Servicer Loan Number	Maturity Date	Actual UPB (\$) at Issue Date (Per Fannie Mae Participation(%))
<input type="radio"/>	Default / Default	123		0.00
Total Issue Date UPB (\$):				0.00

7. Enter the total amount of *Origination Fee* collected from the borrower in the field labeled **Total Origination Fee Paid or to be Paid Directly by Borrower (\$)**. This amount should include Fannie Mae's portion of Origination as well as any portion of origination fee paid to the broker.

Note: The minimum origination fee to be collected from the borrower is noted in the MATS Addendum in Exhibit A as *Initial Origination Fee* for the initial advance and as the *Additional Origination Fee* for both Additions and Borrow Ups. In addition, the *Additional Origination Fee* is spelled out in the definitions section of the Master Credit Facility Agreement (MCFA) and/or an Amendment to the MCFA.

Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	41,000.00	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	36,900.00
Origination Fee Paid to Broker / Correspondent* (\$)	0.00	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	14,862.50
Total Premium from Cash Sale or MBS Execution (\$)	15,375.00	Origination Fee as Percent of Original Loan Amount (%)	1.0
Premium Paid to Broker / Correspondent* (\$)	0.00	Name of Broker / Correspondent*	
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Is there an executed Correspondent Agreement?	No
Name of Broker / Correspondent*		Was a pricing waiver utilized for this transaction?	Yes

8. Enter the portion of the origination fee that the Lender retains up to the pre-sharing amount as stated in the Origination and Premium section of the Fannie Mae response letter generated out of the DUS Gateway™ system in the field labeled **Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates)(\$)**.

Note: This amount should exclude any Fannie Mae portion of the Origination fee and any portion of the Origination Fee given to a broker (if applicable).



Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	41,000.00	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	36,900.00
Origination Fee Paid to Broker / Correspondent* (\$)	0.00		
Total Premium from Cash Sale or MBS Execution (\$)	15,375.00	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	14,862.50
Premium Paid to Broker / Correspondent* (\$)	0.00		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Origination Fee as Percent of Original Loan Amount (%)	1.0
Name of Broker / Correspondent *			
Is there an executed Correspondent Agreement?	No <input type="checkbox"/>	Was a pricing waiver utilized for this transaction?	Yes <input type="checkbox"/>

9. Enter the amount paid to the broker, either directly or through origination in the field labeled **Origination Fee Paid to Broker/Correspondent*(\$)**.

Note: The amount should be reflective of a third party, non-affiliated broker. Any in-house or affiliated broker fees should be included in the amount retained by Lender.

Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	41,000.00	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	36,900.00
Origination Fee Paid to Broker / Correspondent* (\$)	0.00		
Total Premium from Cash Sale or MBS Execution (\$)	15,375.00	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	14,862.50
Premium Paid to Broker / Correspondent* (\$)	0.00		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Origination Fee as Percent of Original Loan Amount (%)	1.0
Name of Broker / Correspondent *			
Is there an executed Correspondent Agreement?	No <input type="checkbox"/>	Was a pricing waiver utilized for this transaction?	Yes <input type="checkbox"/>

10. Enter the amount of the total Premium collected in the field labeled **Total Premium from Cash Sale or MBS Execution (\$)**.

Note: A member of the MF Spot team will reach out to the Lender when the Pool is submitted in MSFMS to request the Investor Price/Purchase Price for the Pool(s) in an effort to confirm the fees due to Fannie Mae.

Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	41,000.00	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	36,900.00
Origination Fee Paid to Broker / Correspondent* (\$)	0.00		
Total Premium from Cash Sale or MBS Execution (\$)	15,375.00	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	14,862.50
Premium Paid to Broker / Correspondent* (\$)	0.00		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Origination Fee as Percent of Original Loan Amount (%)	1.0
Name of Broker / Correspondent *			
Is there an executed Correspondent Agreement?	No <input type="checkbox"/>	Was a pricing waiver utilized for this transaction?	Yes <input type="checkbox"/>



11. Enter the amount the Lender retains from any Premium collected less any portion due to Fannie Mae or paid to broker in the field labeled **Premium Retained by Lender (including its employees, related entities and securities trading affiliates)(\$)**.

Note: Any amounts paid to a broker **cannot** be used to reduce the total fees collected when determining if there is any "Surplus" that should be shared with Fannie Mae.

Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	41,000.00	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	36,900.00
Origination Fee Paid to Broker / Correspondent * (\$)	0.00		
Total Premium from Cash Sale or MBS Execution (\$)	15,375.00	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	14,862.50
Premium Paid to Broker / Correspondent * (\$)	0.00		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Origination Fee as Percent of Original Loan Amount (%)	1.0
Name of Broker / Correspondent *			
Is there an executed Correspondent Agreement?	No <input type="checkbox"/>	Was a pricing waiver utilized for this transaction?	Yes <input type="checkbox"/>

12. Enter the amount of Premium paid to a broker in the field labeled **Premium Paid to Broker/Correspondent * (\$)**.

Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	41,000.00	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	36,900.00
Origination Fee Paid to Broker / Correspondent * (\$)	0.00		
Total Premium from Cash Sale or MBS Execution (\$)	15,375.00	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	14,862.50
Premium Paid to Broker / Correspondent * (\$)	0.00		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Origination Fee as Percent of Original Loan Amount (%)	1.0
Name of Broker / Correspondent *			
Is there an executed Correspondent Agreement?	No <input type="checkbox"/>	Was a pricing waiver utilized for this transaction?	Yes <input type="checkbox"/>

13. Enter the amount of Origination Fee due to Fannie Mae plus any Premium that the Lender is required to share with Fannie Mae in the field labeled **Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)**.

Note: Fannie Mae's portion of the Origination Fee is stated in the MATS Addendum as the *Initial Origination Fee and Additional Origination Fee*. This amount is also reflected in the Fannie Mae response letter generated from DUS Gateway™.



Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	<input type="text" value="41,000.00"/>	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	<input type="text" value="36,900.00"/>
Origination Fee Paid to Broker / Correspondent * (\$)	<input type="text" value="0.00"/>		
Total Premium from Cash Sale or MBS Execution (\$)	<input type="text" value="15,375.00"/>	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	<input type="text" value="14,862.50"/>
Premium Paid to Broker / Correspondent * (\$)	<input type="text" value="0.00"/>		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	<input type="text" value="4,612.50"/>	Origination Fee as Percent of Original Loan Amount (%)	<input type="text" value="1.0"/>
Name of Broker / Correspondent *	<input type="text"/>		
Is there an executed Correspondent Agreement?	<input type="text" value="No"/>	Was a pricing waiver utilized for this transaction?	<input type="text" value="Yes"/>

14. Enter the total Origination Fee paid or to be paid directly by the borrower, as defined above, as a percentage of the UPB in the field labeled **Origination Fee as Percent of Original Loan Amount (%)**.

Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	<input type="text" value="41,000.00"/>	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	<input type="text" value="36,900.00"/>
Origination Fee Paid to Broker / Correspondent * (\$)	<input type="text" value="0.00"/>		
Total Premium from Cash Sale or MBS Execution (\$)	<input type="text" value="15,375.00"/>	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	<input type="text" value="14,862.50"/>
Premium Paid to Broker / Correspondent * (\$)	<input type="text" value="0.00"/>		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	<input type="text" value="4,612.50"/>	Origination Fee as Percent of Original Loan Amount (%)	<input type="text" value="1.0"/>
Name of Broker / Correspondent *	<input type="text"/>		
Is there an executed Correspondent Agreement?	<input type="text" value="No"/>	Was a pricing waiver utilized for this transaction?	<input type="text" value="Yes"/>

15. Enter the name of the Broker receiving any fees listed in any of the fees paid to Broker fields in the field labeled **Name of Broker/Correspondent ***

Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	<input type="text" value="41,000.00"/>	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	<input type="text" value="36,900.00"/>
Origination Fee Paid to Broker / Correspondent * (\$)	<input type="text" value="0.00"/>		
Total Premium from Cash Sale or MBS Execution (\$)	<input type="text" value="15,375.00"/>	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	<input type="text" value="14,862.50"/>
Premium Paid to Broker / Correspondent * (\$)	<input type="text" value="0.00"/>		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	<input type="text" value="4,612.50"/>	Origination Fee as Percent of Original Loan Amount (%)	<input type="text" value="1.0"/>
Name of Broker / Correspondent *	<input type="text"/>		
Is there an executed Correspondent Agreement?	<input type="text" value="No"/>	Was a pricing waiver utilized for this transaction?	<input type="text" value="Yes"/>

16. Select Yes or No from the drop down selection of the field labeled **Is there an executed Correspondent Agreement?**



Lender's Certificate (Form 4642)			
Total Origination Fee Paid or to be Paid Directly by Borrower (\$)	41,000.00	Origination Fee Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	36,900.00
Origination Fee Paid to Broker / Correspondent * (\$)	0.00		
Total Premium from Cash Sale or MBS Execution (\$)	15,375.00	Premium Retained by Lender (including its employees, related entities and securities trading affiliates) (\$)	14,862.50
Premium Paid to Broker / Correspondent * (\$)	0.00		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Origination Fee as Percent of Original Loan Amount (%)	1.0
Name of Broker / Correspondent			
Is there an executed Correspondent Agreement?	No	Was a pricing waiver utilized for this transaction?	Yes

17. Select Yes or No from the drop down selection of the field labeled **Was there a pricing waiver utilized for this transaction?**

Note: A Guaranty and Servicing fee waiver is approved in DUS Gateway™ and will be noted in the Fannie Mae Response letter.

Lender's Certificate (Form 4642)			
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Origination Fee Paid to Broker / Correspondent * (\$)	0.00		
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Premium Paid to Broker / Correspondent * (\$)	0.00		
Fannie Mae Portion of Excess Origination Fee and Premium + Large Loan Fees (\$)	4,612.50	Origination Fee as Percent of Original Loan Amount (%)	1.0
Name of Broker / Correspondent			
Is there an executed Correspondent Agreement?	No	Was a pricing waiver utilized for this transaction?	Yes

Calculating Fees Collected to Determine Fee Sharing

In order to determine if there is a "Surplus" to be shared with Fannie Mae you will need to calculate the following:

- The sum of the Total Origination Fee paid or to be paid directly by borrower and the Total Premium collected from cash sale or MBS execution, Fannie Mae's portion of Origination or a Broker's portion of origination should not be excluded from this sum.
- Multiply the UPB by the amount, as a percentage, before sharing.
- Compare both results, when the total fees collected exceeds the amount before sharing, then there is a "Surplus".

Note: Any variation to the standards noted above should be approved by Fannie Mae.



\$41,000.00	Total Origination Collected (loan amount *1%)	
\$15,375.00	Total Excess Premium Collected (loan amount * .375%)	
\$56,375.00	Total Fees Collected	
\$4,100,000.00	UPB (loan amount)	
1.35	rate before sharing	
\$55,350.00	Total Amount before sharing	
\$56,375.00	Total fees collected	
\$55,350.00	Less UPB * 1.06%	
\$1,025.00	Surplus	
\$512.50	50% of Surplus	
\$4,100.00	Fannie Mae Portion of Excess Premium	
\$512.50	Fannie Mae Portion of Origination	
\$4,612.50	Total due to Fannie Mae (Origination & Excess Premium)	