



## Multifamily Mortgage Business Lender Letter 18-02

February 8, 2018

To: Multifamily Lenders

From: James Hull, Director, Multifamily Loan Operations

Subject: Lender Letter 18-02 | Enhancements to the Certificate of Authority, Incumbency, and Specimen Signatures (Form 360).

### HIGHLIGHTS

Effective March 1, 2018, Fannie Mae is updating the Certificate of Authority, Incumbency, and Specimen Signatures (Form 360).

### Changes

Fannie Mae is updating the Certificate of Authority, Incumbency, and Specimen Signatures (Form 360) which is used to identify individuals authorized to act on behalf of Lenders and Services to provide Fannie Mae with instructions for wire transfers and Automated Clearing House (ACH) transactions. Form 360 will be the sole document used to validate signatures on Forms 482 or Form 1055.

Changes to Form 360 include:

- expanded purpose for the authorization of ACH transactions;
- ability to add an unlimited number of authorized signers;
- ability to electronically sign with an image of the signature;
- streamlined path for submission via email (hard copies are no longer required);
- optional ready-to-use functional Resolution; and
- revised instructions.

The revised Form 360 will be required from all Lenders and Servicers prior to adding, updating, or deleting wire transfer and ACH instructions.

### Effective Date

This Lender letter is effective March 1, 2018.

### Contact Us



Please contact James Hull at (703) 833-3428, or [multifamily\\_ops\\_servicing@fanniemae.com](mailto:multifamily_ops_servicing@fanniemae.com), with any questions.

### **Associated Documents**

- Certificate of Authority, Incumbency, and Specimen Signatures ([Form 360](#))