

**Single-Family (Form 1072)**
**Multifamily (Form 1055)**
**Multifamily DMBS Only (Form 1055)**
**Part 1: Identification**

 I am a  Master Seller/Servicer  Sub-servicer *(check one)*
*Enter the seller/servicer number and name that applies to this set-up below.*
**9 Digit Number** \_\_\_\_\_ **Name** \_\_\_\_\_

**Part 2: Contact Information (two contacts required)**

 \_\_\_\_\_  
**Primary Name** **Alternate Name**

 \_\_\_\_\_  
**Primary Email** **Alternate Email**

 \_\_\_\_\_  
**Primary Phone Number** **Ext.** **Alternate Phone Number** **Ext.**
**Part 3: Remittance Options**
*Please check all applicable remittance options below:*
 **Scheduled MBS P&I**  
*(includes MF Yield Maintenance)*
 **MBS Guaranty Fees**  
*(includes SF Buy Up/Buy Down)*
 **All Committing & Delivery and  
All Structured Transaction Fees**  
*(includes LLPA, Whole Loan, and MBS)*
 **Other** *(please refer to the instructions for part 3):*

 \_\_\_\_\_  
 \_\_\_\_\_

**Part 4: Account Holder's Authorization**

As an officer of the firm described above (hereinafter called "Lender") who has authority to approve transfers of funds to and from the Lender's account, I hereby authorize Fannie Mae to use electronic transfers to initiate either debits against or credits to the account indicated below. I also authorize the bank named below (hereinafter called "bank") to honor such electronic transfers drawn against or deposited to such account. All transfers hereunder will be governed by, and Lender hereby agrees to be bound by, the applicable provisions of the NACHA Operating Rules and Guidelines.

**9 Digit ABA Number for ACH** \_\_\_\_\_ **Account Number** \_\_\_\_\_

**9 Digit Sub-servicer Number** \_\_\_\_\_ *(may be shorter than boxes allotted, no leading zeros)*
*(if Sub-servicer is selected in part 1, enter the number here)* \_\_\_\_\_ **Effective Date** \_\_\_\_\_

This authority is to remain in full force and effect until Fannie Mae receives written notification of the termination of such authority by the Lender, which must be sent no later than ten (10) business days prior to the date of the next transfer.

The instructions on this Form will be processed only if the form is signed by an authorized individual. The authorized individual must be listed on either: 1) a duly executed Certificate of Authority, Incumbency, and Specimen Signatures (Form 360) with a copy of the required Resolution or 2) Letter of Authorization for P&amp;I Custodial Account (Form 1013 or Form 2050).

 \_\_\_\_\_  
**Lender Representative's Signature**  
*(typed signatures will not be accepted)*

 \_\_\_\_\_  
**Date**

 \_\_\_\_\_  
**Lender Representative's Printed Name**

 \_\_\_\_\_  
**Lender Representative's Title**

## Part 5 (Optional): Additional Seller/Service (Branch) Numbers

If you have additional Seller/Service (branch) numbers for which you would like to establish an automatic ACH account using the same information as above, please list them here. The ACH instructions will be established using the same information provided in Parts 3 and 4.

**If the form is completed by hand, please re-enter the Seller/Service (branch) number from Part 1 in the first box.**

## Submitting the Form

By Email: [cash\\_processing@fanniemae.com](mailto:cash_processing@fanniemae.com) By Fax: (240) 699-3888

The section below the gray line is for internal Fannie Mae use only – Do Not Modify

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## Instructions for Completing Form

### General Information

- For best results it is recommended that this form be completed online prior to printing and signing.
- The **Cash Remittance System** (CRS), not this form, must be used to update bank account instructions for the following remittance types:
  - Whole Loan remittances for – Actual/Actual (001), Scheduled/Actual (002) or Scheduled/Scheduled MRS (003)
  - MBS P&I remittances for – Rapid Payment (004) or MBS Express (005)
  - Multifamily remittances (007, 020-022, 024, 025, 027-030)
  - FALCON (REO) remittances - All 300-level remittance codes
- Questions about this form should be emailed to [cash\\_processing@fanniemae.com](mailto:cash_processing@fanniemae.com).

### Form Instructions

- Check the appropriate box for Single Family or Multifamily.

### Part 1: Identification

- Check the correct box to indicate your role.
- Enter the **9** digit seller/servicer number that applies to this set up.
- Enter the name associated with the seller/servicer number provided.

### Part 2: Contact Information

- Contacts provided will be used if there are issues or questions regarding the account set-up or returns of transactions.
- Two contacts are required.

### Part 3: Remittance Options

**Scheduled MBS P&I** – Checking this box will create a default setup to capture all MBS P&I, Servicing Strips and MF Yield Maintenance (if applicable) unless specified setup is existing or requested using the “Other” box. When checking this box, Servicers must also complete either Form 1013 (Single Family) or Form 2050 (Multifamily) and submit to Fannie Mae as instructed on those forms.

**MBS Guaranty Fees** – Checking this box will create a default setup to capture all MBS Guaranty Fees and Single Family BuyUps/BuyDowns. If a separate setup is required for BuyUps/BuyDowns, DO NOT check this box. Check “Other” box and enter SBU/SBD. When checking this box, Multifamily Servicers must also complete Form 2050 and submit to Fannie Mae as instructed on that form.

**All Committing & Delivery / All Structured Transaction Fees** – Checking this box will create a default setup to capture all other fees unless specified setup is existing or requested using the “Other” Box. Setups for MF CESIR Interest Reimbursements and Fees are included in this category.

**Other** – This section is used to request account instruction setup(s) for specific remittance code(s) only. When checking this box, you must provide the specific remittance code(s) in the space provided.

#### Part 4: Account Holder's Authorization

This section is for defining the account against which the ACH transactions will be processed.

- **ABA #** – The Routing and Transit number of the Financial Institution (FI) where the account is held. Validate with your FI that the number is enabled for ACH.
- **Account #** – The checking or savings account that Fannie Mae will debit or credit to process these transactions. General Ledger (GL) accounts cannot be used.
- **Sub-servicer number** – If the Sub-servicer box is checked in section 1, enter the 9-digit Sub-servicer number.
- **Effective Date** – The instructions will become effective upon processing unless an effective date is specified.
- **Signature** – Must be an actual signature or an image of an actual signature, a typed signature will not be accepted. Signature will be validated for authorization.
- **Date** – Enter the date the document is signed.
- **Printed Name** – Print or type the name of the individual signing the form.
- **Title** – Enter the title of the individual signing the form.

#### Part 5: Additional Seller/Servicer (Branch) Numbers

This section can be used for additional seller/servicer (branch) numbers for which you would like to establish the same ACH instructions. ACH accounts will be established using the same information provided in Part 3 & Part 4.

#### Submitting the Form

When emailing the form to [cash\\_processing@fanniemae.com](mailto:cash_processing@fanniemae.com), please enter "Form 1072" or "Form 1055" in the Subject line.