



Fannie Mae®

Multifamily Selling and Servicing Guide

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2003.06 Construction Completion

Requirements

You must ensure that all Improvements on the Property are completed, including

- amenities,
- landscaping,
- signage,
- parking, etc.

If sufficient funds will be reserved in a Completion/Repair Escrow, minor punch list and weather-sensitive items may be incomplete.

Guidance

Use the following table for confirming construction completion and occupancy.

Responsible Party	Activities
Consulting Architect	<ul style="list-style-type: none">• Conduct a final Property inspection.• Certify the Property was completed per this Section.



Responsible Party	Activities
You	<p>Ensure all Improvements:</p> <ul style="list-style-type: none">• were completed in a good and workmanlike manner per the approved plans and specifications;• are Lien-free; and• for all governmental authorities with jurisdiction over the Property, comply with all<ul style="list-style-type: none">- applicable laws,- building codes,- zoning requirements,- subdivision requirements,- fire and safety laws,- ADA requirements, and- design and construction requirements per the Fair Housing Act. <p>Obtain:</p> <ul style="list-style-type: none">• certificates and reports showing the Borrower completed all Improvements per the Guide from the<ul style="list-style-type: none">- architect,- consulting architect, and- other project consultants;• evidence of all public utilities for the Property;• copies of:<ul style="list-style-type: none">- all Property operating permits and licenses; and- either:<ul style="list-style-type: none">▪ each unconditional certificate of occupancy (or the local equivalent) for all required portions of the Property; or▪ evidence the Property passed all inspections and received all approvals before occupancy, if local law does not require certificates of occupancy; and• a Certification of Substantial Completion (AIA Document G704) stating the Improvements were completed per the final plans and specifications, and executed by the appropriate parties, including the<ul style="list-style-type: none">- architect,- general contractor, and- Borrower.



Glossary

B

Borrower Person who is the obligor per the Note.

Synonyms

- Borrowers
- Borrower's

C

Completion/Repair Escrow Custodial Account funded on the Mortgage Loan Origination Date for Completion/Repairs or capital improvements per the Loan Documents.

G

Guide Multifamily Selling and Servicing Guide controlling all Lender and Servicer requirements unless a Lender Contract specifies otherwise.

Synonyms

- DUS Guide

I

Improvements Buildings, structures, improvements, and alterations, including the multifamily housing dwellings, now or hereafter constructed or placed on the Property, including all fixtures (as defined in the UCC).

L

Lien Lien, mortgage, bond interest, pledge, security interest, charge, or encumbrance of any kind.

Synonyms

- Liens

P



Property

Multifamily residential real estate securing the Mortgage Loan, including the

- fee simple or Leasehold interest,
- Improvements, and
- personal property (per the Uniform Commercial Code).

Synonyms

- Properties
- Property's