



Fannie Mae®

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# Multifamily Selling and Servicing Guide

Effective as of May 16, 2024

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## 604.02 MSFMS Data Errors

### Operating Procedures

To address MSFMS errors:

| Timing            | Action  |
|-------------------|---|
| Before Submission | <p>If you believe</p> <ul style="list-style-type: none"><li>• the data is correct, or</li><li>• a message is related to information Fannie Mae approved,<ul style="list-style-type: none"><li>- select the submit for review system status, and</li><li>- explain the issue.</li></ul></li></ul> <p>Multifamily Structured Acquisitions will review the submission and will</p> <ul style="list-style-type: none"><li>• override the error, or</li><li>• return it to you to revise and resubmit with a submitted status.</li></ul> |
| After Submission  | <p>Email Multifamily Structured Acquisitions with the subject line Deal Name MSFMS Data Change Request, if you</p> <ul style="list-style-type: none"><li>• made an error, or</li><li>• believe the data is incorrect after the MSFMS status is submitted.</li></ul>   |



# Glossary

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|-------------------------------------|--|
| MSFMS                               | Multifamily Structured Facilities Management System performing collateral delivery and securitization functions for Structured Transactions. |
| Multifamily Structured Acquisitions | Team that can be contacted at <a href="mailto:mf_spot@fanniemae.com">mf_spot@fanniemae.com</a> .   |