



Fannie Mae®

Multifamily Selling and Servicing Guide

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703.04 Pay Off

Requirements

You must confirm, report, and remit funds to pay off the MBS ARM Loan or SARM Loan.

Operating Procedures

1. Request MBS payoff amount verification by submitting your calculation in the Fannie Mae Payoff Calculator per [Part V, Chapter 2: Reporting and Remitting, Section 210: Full Prepayments](#).
2. Send the payoff amount to Fannie Mae per the standard monthly remittance process in [Part V, Chapter 2: Reporting and Remitting](#).
3. For an MBS ARM Loan or SARM Loan,
 - report a \$0 balance for the MBS on the 1st or 2nd day of the month in which the Conversion Effective Date occurs, and
 - Fannie Mae will draft the funds due to the MBS Investor.



Glossary

M

MBS	Mortgage-Backed Security
MBS Investor	For MBS Mortgage Loans, either a Third Party MBS Investor for Lender-Arranged Sales, or the Multifamily Trading Desk.