Fannie Mae®

Multifamily Selling and Servicing Guide

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Section 104 Property Check

Requirements

When you register a Mortgage Loan in DUS Gateway or submit a Transfer/Assumption in the MAMP, you must:

- use Property Check to search the primary Property address(es) (including those identified in Part II, Chapter 1: Attributes and Characteristics, Section 103: Multiple Properties); and
- receive a Based on the address entered, you may proceed processing the transaction involving this property. response for each address entered.

Guidance

Fannie Mae monitors all Property Check search details.

Operating Procedures

The Property Check application is available at https://multifamily.fanniemae.com/applications-technology/property-check.

Property Check Frequently Asked Questions	
Question	Answer
What information do you need to perform a Property Check?	You must enter the Propertys • Street Address, • City, • State, and • Zip Code.
How does Property Check respond?	You will receive a response similar to: • Based on the address entered, you may proceed processing the transaction involving this property.; or • Do not continue processing the transaction involving this property without contacting Fannie Mae at propertycheck_requests@fanniemae.com.

Property Check Frequently Asked Questions	
Question	Answer
What about confidentiality?	You must: • comply with the Property Check application confidentiality requirements; and • establish procedures ensuring all Property Check responses remain confidential.

Glossary

D

DUS	Delegated Underwriting and Servicing
DUS Gateway	Multifamily pre-acquisition system, or any successor systems, recording deal registration, Pre-Review and/or waiver tracking, Mortgage Loan Commitments, and decision records.

G

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

M

MAMP	Multifamily Asset Management Portal used to submit • Property inspections, • operating statements, • requested modifications, • asset management reports, and • data corrections for loan or property attributes. **Synonyms** • Multifamily Asset Management Portal • MAMP's

Mortgage Loan	Mortgage debt obligation evidenced, or when made will be evidenced, by • the Loan Documents, or • a mortgage debt obligation with a Fannie Mae credit enhancement. **Synonyms** • Mortgage Loans • Mortgage Loan's

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

T

Transfer/Assumption	Transaction changing the ownership of the Borrower or Property. **Synonyms** • Transfers/Assumptions