



Fannie Mae®

---

# Multifamily Selling and Servicing Guide

Effective as of February 12, 2025

No portion of this Multifamily Selling and Servicing Guide may be reproduced in any form or by any means without Fannie Mae's prior written permission, except as may be provided herein or unless otherwise permitted by law. Limited permission to reproduce this Multifamily Selling and Servicing Guide in print, in whole or in part, and limited permission to distribute electronically parts of this Multifamily Selling and Servicing Guide, are granted to Fannie Mae-approved Lenders strictly for their own use in originating and selling multifamily Mortgage Loans to, and servicing multifamily Mortgage Loans for, Fannie Mae. Fannie Mae may revoke this limited permission by sending 60 days advance written notice to any or all Fannie Mae-approved Lenders.



## TABLE OF CONTENTS

---

|  |   |
|--|---|
| Part V Section 203.08 Monthly MBS Mortgage Loan Reconciliations - Pool-to-Security ..... |   |
| Balance Reconciliations (Not Applicable to PFP MBS) .....                                | 3 |
| 203.08A Reconciliation Required .....  | 3 |
| 203.08B Rounding Adjustment .....  | 3 |
| 203.08C Required Annual Adjustment to Correct Principal Balance vs. ....                 |   |
| Security Balance Difference .....  | 3 |
| 203.08D Pool-to-Security Reconciliation Certification .....                              | 4 |
| GLOSSARY .....   | 5 |



**203.08 Monthly MBS Mortgage Loan Reconciliations - Pool-to-Security Balance Reconciliations (Not Applicable to PFP MBS)**

**203.08A Reconciliation Required**

At the end of each Reporting Period, the Servicer must reconcile the actual ending Mortgage Loan balance for the Mortgage Loan in any given Security Pool to the ending Security Balance for that Security Pool. To perform this reconciliation, the Lender must use the following calculation:

| <b>Function</b> | <b>Ending Principal Balance for the Mortgage Loan in Security Pool (from current month)</b> |
|-----------------|---|
| PLUS            | Prepaid Principal (as of current month)   |
| MINUS           | Delinquent Principal (as of current month)  |
| MINUS           | Scheduled Principal (as of current month)   |
| PLUS            | Principal Portion of Last Installment for Liquidated Mortgage Loan (as of current month)    |
|                 | <b>Adjusted Principal Balance for Security Pool</b>   |
| MINUS           | Ending Security Balance for Reporting Period  |
| EQUALS          | <b>Difference</b>   |

**203.08B Rounding Adjustment**

Because the total amount of the Mortgage Loan that is issued for a Security Pool is rounded down to the next lowest whole dollar amount of the actual "Issue Date Principal Balance of the Mortgage Loan", the Security Balance will be smaller than the actual UPB of the Mortgage Loan. The difference will never be greater than \$0.99 for a single Security Pool. The Servicer must adjust for this difference in the first monthly accounting report it submits after the Issue Date of the Security, classifying it as an "unscheduled" principal adjustment.

**203.08C Required Annual Adjustment to Correct Principal Balance vs. Security Balance Difference**

Other differences may arise in the reconciliation between the UPB of the Mortgage Loan in a Security Pool and the outstanding Security Balance. These differences cannot exceed more than \$0.25 for any Mortgage Loan in the Security Pool. At least once a year, the Servicer must make an adjustment to correct any differences.



### **1. If Security Balance is Greater than UPB**

If the Security Balance is higher than the UPB of the Mortgage Loan, the Servicer must immediately deposit the funds in the “scheduled/scheduled” P&I Custodial Account for Security Pools so that the funds can be passed through to Fannie Mae (as an “unscheduled” principal collection) with the Servicer’s next monthly remittance.

### **2. If Security Balance is Lower than UPB**

If the Security Balance is lower than the UPB of the Mortgage Loan, the Servicer may adjust a subsequent pass-through amount that includes an “unscheduled” principal collection to correct for this difference.

## **203.08D Pool-to-Security Reconciliation Certification**

The eServicing System produces a Pool-to-Security Reconciliation on a monthly basis to assist Servicers with review. Servicers are required to review and certify any pool-to-security difference each month by month end. Differences occur when the MBS pool security balance does not match the sum of the scheduled UPB of the Mortgage Loan. Fannie Mae calculates pool-to-security differences after monthly Mortgage Loan and Security reporting is complete. For each pool with a difference, the Servicer must review the deficiency, research the difference, and determine the appropriate remedy. The Servicer’s certification includes the identification and selection of a deficiency reason, and a statement of how it should be resolved.



# Glossary

## I

**Issue Date** First day of the month a Security is issued.

**Issue Date Principal Balance** For any Securitized Mortgage Loan, the UPB of the Note after crediting:

- the principal portion of any scheduled monthly installment due on or before the Security Issue Date, whether or not collected; and
- any unscheduled principal payment received on or before the Security Issue Date.

## L

**Lender** Person Fannie Mae approved to sell or service Mortgage Loans.

**Synonyms**

- Lenders
- Lender's

## M

**MBS** Mortgage-Backed Security

**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



P&I Custodial Account      Custodial Account for principal and interest deposits.

**Synonyms**

- P&I Custodial Accounts

Principal      Person who owns or controls specified interests in the Borrower per Part I, Chapter 3: Borrower, Guarantor, Key Principals, and Principals, Section 303: Key Principals, Principals, and Guarantors.

**Synonyms**

- Principals

## S

Security      MBS, PFP MBS, or REMIC.

**Synonyms**

- Securities

Security Balance      For an MBS Pool, the Issue Date Principal Balance minus any MBS principal distribution amounts included in previous MBS monthly remittances.

**Synonyms**

- Security Balances

Servicer      Primary Person servicing the Mortgage Loan, including

- the originator,
- seller, or
- a third party.

**Synonyms**

- Servicers
- Servicer's

## U



UPB

Unpaid Principal Balance

**Synonyms**

- UPBs