

# Multifamily Selling and Servicing Guide

Effective as of July 24, 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 III Chapter 13 Hybrid Adjustable Rate Mortgage (Hybrid ARM) Loans	3
Section 1301 Description	3
Section 1302 Interest Rate Conversion Date	5
Section 1303 Prepayment Terms	5
Section 1304 Monthly Principal and Interest Payments	7
1304.01 During the Fixed Rate Term	7
1304.02 On the Hybrid ARM Loan Conversion Date	7
1304.03 During the Adjustable Rate Term	7
GLOSSARY	10



# **Chapter 13** Hybrid Adjustable Rate Mortgage (Hybrid ARM) Loans

# Section 1301 Description

#### ✓ Requirements

A Hybrid ARM Loan combines the features of fixed rate and ARM Loans, and has a total term of 30 years, consisting of

- an initial term when interest accrues at a fixed rate, followed by
- the remaining term, during which interest accrues at an adjustable rate.

Product Description		
Plan Number	04934 - 30-Day Average SOFR	
Terms	Permitted combinations of fixed rate and adjustable rate terms:	
	<ul> <li>5-year fixed rate term, followed by automatic conversion to a 25-year adjustable rate term;</li> <li>7-year fixed rate term, followed by automatic conversion to a 23-year adjustable rate term; or</li> <li>10-year fixed rate term, followed by automatic conversion to a 20-year adjustable rate term.</li> </ul>	
Maximum Loan Amount	Per Part III, Chapter 9: Small Mortgage Loans, Section 901.01: Description.	
Ineligible Products	<ul> <li>Cooperative Property</li> <li>Military Housing Property</li> <li>MAH Property</li> <li>Near Stabilized Property</li> <li>Seniors Housing Property</li> <li>Student Housing Property</li> <li>Dedicated Student Housing Property</li> <li>Supplemental Mortgage Loan</li> </ul>	



Product Description		
Prepayment Premium Options	Either	
	standard yield maintenance, or     graduated Prepayment Premium.	
Prepayment Premium Period End Date / Yield Maintenance Period End Date	Final day of the last Loan Year during the fixed rate term per the applicable Prepayment Premium option.	
Conversion to Adjustable Rate	Automatic conversion from a fixed rate to an adjustable rate on the 1st day of the 1st Loan Year following the applicable fixed rate term.	
Index During Adjustable Rate Term	30-Day Average SOFR	
Interest Rate Floor	Must not be less than the combined	
	<ul><li>Guaranty Fee, plus</li><li>Servicing Fee, plus</li><li>Investor spread (per Form 4660 ).</li></ul>	
Gross Note Rate During Adjustable Rate Term	Equals the	
Adjustable Nate Term	<ul> <li>Index, plus</li> <li>Guaranty Fee, plus</li> <li>Servicing Fee, plus</li> <li>Investor spread (per Form 4660 ).</li> </ul>	
Rate Change Date	Date the interest rate changes based on changes in the selected Index.	
Interest Rate Change Frequency During Adjustable Rate Term	Every 6 months, based on the Index in effect as of the Rate Change Date.	
Frequency of Payment Change During Adjustable Rate Term	P&I payments are recalculated for every Rate Change Date.	
Maximum Interest Rate Change	Plus or minus 1% of the then-current interest rate both	
	<ul><li>at conversion from fixed rate to adjustable rate, and</li><li>during the adjustable rate term.</li></ul>	



Product Description		
Maximum Interest Rate During Adjustable Rate Term	5% over the fixed rate.	
Index Look-Back Period	1 Business Day before the Rate Change Date.	
Interest Accrual Method	Must be actual/360.	
Payments	Calculated using a 30/360 interest accrual method.	
Interest-Only	Must not exceed the fixed rate term.	

You must rate lock the Hybrid ARM Loan with the Multifamily Trading Desk (MBS or cash).

You must underwrite the Hybrid ARM Loan based on the applicable fixed rate terms.

#### **Section 1302** Interest Rate Conversion Date

#### Requirements

The conversion of the interest rate from fixed to adjustable is mandatory and automatic. After Fannie Mae confirms the Commitment for the Hybrid ARM Loan, it may not be modified.

After the Hybrid ARM Conversion Date, interest will accrue at the applicable adjustable rate, up to and including the Maturity Date.

# **%** Operating Procedures

As an example of the conversion to adjustable rate date calculation in Part III, Chapter 13: Hybrid Adjustable Rate Mortgage (Hybrid ARM) Loans, Section 1301: Description:

- If the effective date of the Loan Documents is July 1, 2019, and the fixed rate term is 7 years, then the Hybrid ARM Conversion Date would be July 1, 2026.
- If the fixed rate term is 7 years and the effective date is any other date in July 2019, then the Hybrid ARM Conversion Date would be August 1, 2026.

Effective: 07/24/2025

# Section 1303 Prepayment Terms



# ▼ Requirements

You must select from 3 Prepayment Premium options.

PREPAYMENT Option 1 – 5% Declining Prepayment Premium Schedule			
Loan Year	5-Year Term	7-Year Term	10-Year Term
1	5%	5%	5%
2	4%	5%	5%
3	3%	4%	4%
4	2%	4%	4%
5	1%	3%	3%
6	N/A	2%	3%
7	N/A	1%	2%
8	N/A	N/A	2%
9	N/A	N/A	1%
10	N/A	N/A	1%

PREPAYMENT Option 2 – 3% Declining Prepayment Premium Schedule			
Loan Year	5-Year Term	7-Year Term	10-Year Term
1	3%	3%	3%
2	2%	3%	3%
3	1%	2%	3%
4	1%	2%	2%
5	1%	1%	2%
6	N/A	1%	2%
7	N/A	1%	1%
8	N/A	N/A	1%
9	N/A	N/A	1%
10	N/A	N/A	1%



PREPAYMENT Option 3 – Standard Yield Maintenance			
Loan Year	5-Year Term	7-Year Term	10-Year Term
Yield Maintenance Ends	Last day of the 5th Loan Year	Last day of the 7th Loan Year	Last day of the 10th Loan Year

If the Borrower makes a prepayment due to casualty or condemnation, no Prepayment Premium is due. For all other prepayments, the Borrower must pay a Prepayment Premium if the prepayment occurs before the Prepayment Premium Period End Date.

The Borrower may prepay the Hybrid ARM Loan without any Prepayment Premium:

- on the last day of the fixed rate term; or
- at any time during the adjustable rate term.

The Prepayment Premium is shared with Fannie Mae per Part V, Chapter 2: Reporting and Remitting, Section 213: Prepayment Premium Sharing using the applicable Prepayment Premium schedule for a fixed rate Mortgage Loan.

# **Section 1304** Monthly Principal and Interest Payments

#### **1304.01** During the Fixed Rate Term

# ✓ Requirements

The monthly installments of P&I must equal the amount needed to repay the UPB

- in substantially equal payments over the amortization term at the fixed rate, and
- based on a 30/360 interest accrual method.

To calculate loan payments at the end of an interest only period, refer to the Loan Documents.

#### **1304.02** On the Hybrid ARM Loan Conversion Date

# ✓ Requirements

On the Hybrid ARM Conversion Date, the Borrower must make the last regularly scheduled payment of P&I for the fixed rate term.



#### **1304.03** During the Adjustable Rate Term

#### ✓ Requirements

The Borrower must make payments of P&I based on changes to the Index:

- on the 1st day of the month immediately following the Hybrid ARM Conversion Date; and
- on the 1st day of each month thereafter, until the Maturity Date.

On the Rate Change Date, a new P&I installment will be calculated to be in effect on the 1st day of the following month.

Monthly installments of P&I, due on each payment date during the adjustable rate term, must equal the amount needed to repay the UPB

- in substantially equal payments over the amortization term at the variable rate,
- based on a 30/360 interest accrual method.

# Operating Procedures

To determine the amount of each monthly installment allocated to principal, subtract the amount allocated to interest following each rate change.

#### For example:

A 5-year Hybrid ARM Loan with the following terms:		
Loan Amount	\$2,500,000	
Fixed Rate	5.25%	
Fixed Rate Term	60 months	
Amortization Term	360 months	
Fixed Rate Period	Standard fixed payment amortization	
Monthly Payment	\$13,805.09	
UPB at End of Month 60	\$2,303,737.20	

Upon conversion to adjustable rate in month 61, amortization is recalculated using the following terms:		
Loan Amount	\$2,303,737.20	
Variable Rate 4.25%		



# Upon conversion to adjustable rate in month 61, amortization is recalculated using the following terms: Amortization Term 300 months Monthly Payment \$12,480.22 Interest Payment (4.25% / 360 months) x 30 days x UPB Principal Payment Monthly Payment Interest Payment UPB at End of Month 66 \$2,277,579.64

At rate change in month 67, amortization is recalculated using the following terms:		
Loan Amount	\$2,277,579.64	
Variable Rate	4.50%	
Amortization Term	294 months	
Monthly Payment	\$12,799.71	
Interest Payment	(4.50% / 360 months) x 30 days x UPB	
Principal Payment	Monthly Payment Interest Payment	
UPB at End of Month 72	\$2,251,786.15	



# **Glossary**

3

30-Day Average SOFR

Compounded average of SOFR over a specified interest period of 30 days.

B

Borrower

Person who is the obligor per the Note.

#### **Synonyms**

- Borrowers
- Borrower's

#### **Business Day**

Any day other than a

- Saturday,
- Sunday,
- day when Fannie Mae is closed,
- day when the Federal Reserve Bank of New York is closed, or
- for any MBS and required remittance withdrawal, day when the Federal Reserve Bank is closed in the district where any of the MBS funds are held.

# **Synonyms**

Business Days

C

Commitment

Contractual agreement between you and Fannie Mae where Fannie Mae agrees to buy a Mortgage Loan at a future date in exchange for an MBS, or at a specific price for a Cash Mortgage Loan, and you agree to Deliver that Mortgage Loan.

Effective: 07/24/2025

#### **Synonyms**

- Committed
- Commitments



#### Cooperative Property

Multifamily residential property owned by a Cooperative Organization.

#### **Synonyms**

- Co-op
- Cooperative

#### D

Dedicated Student Housing Property

Multifamily rental Property in which 80% or more of the units are leased to undergraduate or graduate students.

#### **Synonyms**

Dedicated Student Housing

#### F

Form 4660

Multifamily Underwriting Standards identifying Pre-Review Mortgage Loans and containing the underwriting requirements (e.g., debt service coverage ratio, loan to value ratio, interest only, underwriting floors, etc.) for all Mortgage Loans.

# **Synonyms**

Multifamily Underwriting Standards

# G

**Gross Note Rate** 

Interest rate stated in the Loan Documents.

**Guaranty Fee** 

Fee retained by Fannie Mae for credit enhancing a Mortgage Loan or assuming credit risk on a Mortgage Loan, and which may be expressed as a percentage.

Effective: 07/24/2025

# Synonyms

Guaranty Fees

# H



#### Hybrid ARM Loan

Mortgage Loan with a total term of 30 years, comprised of an initial term when interest accrues at a fixed rate, and which automatically converts to a term where interest accrues at an adjustable rate.

#### **Synonyms**

Hybrid ARM Loans

#### T

Index

Basis for determining the Gross Note Rate of an ARM Loan, including any required alternative index that may be determined necessary by Fannie Mae because the Index is no longer widely accepted or has been replaced as the index for similar financial instruments.

#### Investor

MBS Investor for an MBS Mortgage Loan, or Fannie Mae for a Cash Mortgage Loan.

#### **Synonyms**

- Investors
- Investor's

#### L

#### **Loan Documents**

All Fannie Mae-approved documents evidencing, securing, or guaranteeing the Mortgage Loan.

#### **Synonyms**

- Loan Document
- Mortgage Loan Document
- Mortgage Loan Documents

#### Loan Year

Period beginning on the date of the Note and ending on the last day of the month that is 12 full months after the date of the Note, and each successive 12-month period thereafter.

Effective: 07/24/2025

#### **Synonyms**

Loan Years



#### M

**Maturity Date** 

Date all Mortgage Loan amounts become fully due and payable per the Loan Documents.

#### **Synonyms**

Maturity Dates

**MBS** 

Mortgage-Backed Security

Military Housing Property

Multifamily rental Property in which 40% or more of the units are occupied by individuals serving in, or employed by, the United States military.

#### **Synonyms**

Military Housing

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

Multifamily Trading Desk

Team that quotes interest rate pricing for a Mortgage Loan and can be contacted at (888) 889-1118.

# N

Near Stabilized Property

Newly constructed or recently rehabilitated Property, with all construction or rehabilitation complete, which is expected to achieve Stabilized Residential Occupancy and the applicable required Underwritten Debt Service Coverage Ratio within 120 days after the Mortgage Loan Origination Date.

Effective: 07/24/2025

# P



P&I Principal and interest

any Mortgage Loan that accrues interest at a variable

rate at any time during the loan term.

**Synonyms** 

Plan Numbers

Prepayment Premium For a Mortgage Loan prepayment, amount the Borrower must pay in addition to the prepaid principal and accrued

interest per the Loan Documents.

**Synonyms** 

• Prepayment Premiums

Prepayment Premium Last date when a Borrower owes a Prepayment Period End Date Premium for a voluntary Mortgage Loan prepayment.

Person who owns or controls, in the aggregate, directly or indirectly (together with that Person's Immediate Family Members, if an individual), 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

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).

Effective: 07/24/2025

**Synonyms** 

Properties

• Property's

**Principal** 



# S

# Seniors Housing Property

Multifamily residential rental property with any combination of Independent Living, Assisted Living, Alzheimer's/Dementia Care, or Skilled Nursing units.

#### **Synonyms**

- Seniors Housing
- Seniors Housing Properties

#### Servicing Fee

Fee a Servicer receives for collecting payments, managing operational procedures, and assuming your portion of credit risk for a Mortgage Loan, and which may be expressed as a percentage.

#### **Synonyms**

Servicing Fees

# Student Housing Property

A multifamily residential rental property in which 40% or more, but less than 80%, of the units are leased to either undergraduate or graduate students.

# **Synonyms**

Student Housing

# Supplemental Mortgage Loan

Mortgage Loan purchased by Fannie Mae that is subordinated to, and has a Mortgage Loan Origination Date after, the Senior Mortgage Loan that is also owned by Fannie Mae.

Effective: 07/24/2025

#### **Synonyms**

Supplemental Mortgage Loans

# U

**UPB** 

**Unpaid Principal Balance** 

# Synonyms

• UPBs



# Y

Yield Maintenance Period End Date Last day on which a Borrower owes yield maintenance for a voluntary Mortgage Loan prepayment.

Effective: 07/24/2025

# **Synonyms**

Yield Maintenance Period End Dates