



# Multifamily Selling and Servicing Guide

Effective as of November 25, 2019

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## 1601.02 Underwriting

### Requirements

You must comply with the following table.

Topic	Requirements
Income Projections	<ul style="list-style-type: none"><li>• Provide support for the income projections used to determine the aggregate amount of the Mortgage Loan and Mezzanine Financing.</li><li>• Demonstrate that the local economics are sufficient and sustainable to support both loans.</li></ul>
Underwritten NCF	<p>Use the same Underwritten NCF to determine the loan amount for</p> <ul style="list-style-type: none"><li>• the Mortgage Loan, and</li><li>• the Mezzanine Financing.</li></ul>
Refinance Analysis	<p>Prepare a refinance analysis that:</p> <ul style="list-style-type: none"><li>• incorporates the terms of both the Mortgage Loan and the Mezzanine Financing;</li><li>• demonstrates that the Borrower will<ul style="list-style-type: none"><li>- maintain a positive equity position in the Property throughout the term of the Mortgage Loan, or</li><li>- have some other incentive (e.g., continuing cash flow) to remain committed to the Property and its successful operation; and</li></ul></li><li>• concludes that there will be sufficient cash flow, NCF growth, and residual value to pay off the Mortgage Loan and the Mezzanine Financing at maturity (as fully extended, if applicable).</li></ul>



Topic	Requirements
Experience	<p>Ensure that the Sponsor and each Key Principal have sufficient net worth, liquidity, and experience with the Property type and market to justify the origination of the Mortgage Loan and the Mezzanine Financing.</p> <p>If upgrades or rehabilitation are being financed by the Mezzanine Financing, then ensure that the Borrower, each Key Principal, and the mezzanine borrower also have</p> <ul style="list-style-type: none"><li>• sufficient experience managing the scope of the proposed rehabilitation, and</li><li>• strong property management experience in the local market.</li></ul>
Mezzanine Borrower Structure	<p>Ensure the mezzanine borrower is</p> <ul style="list-style-type: none"><li>• a newly-formed, special purpose, bankruptcy-remote limited liability company or limited partnership,</li><li>• the sole owner of the Borrower, and</li><li>• wholly-owned by the Principals of the Borrower.</li></ul>
Appraisal	<p>If the Mezzanine Financing is funding rehabilitation, ensure the Appraisal states the Property's as-is and as-completed values.</p>
Third-Party Reports	<p>For Mortgage Loans with DLA Mezzanine Financing, include in the underwriting submission, on behalf of your DL Mezzanine Affiliate any:</p> <ul style="list-style-type: none"><li>• internal or third-party inspection reports;</li><li>• PCAs; and</li><li>• architects or engineers reports (or other similar reports) related to the Mezzanine Financing.</li></ul>

 Guidance

You may require a Completion Guaranty (Form 6018).



The DUS Lender Mezzanine Affiliate may also require a completion guaranty from the Mezzanine Financing borrower.



# Glossary

## A

### Affiliate

When referring to an affiliate of a Lender, any other Person or entity that Controls, is Controlled by, or is under common Control with, the Lender.

When referring to an affiliate of a Borrower or Key Principal:

- any Person that owns any direct ownership interest in Borrower or Key Principal;
- any Person that indirectly owns, with the power to vote, 20% or more of the ownership interests in Borrower or Key Principal;
- any Person Controlled by, under common Control with, or which Controls, Borrower or Key Principal;
- any entity in which Borrower or Key Principal directly or indirectly owns, with the power to vote, 20% or more of the ownership interests in such entity; or
- any other individual that is related (to the third degree of consanguinity) by blood or marriage to Borrower or Key Principal.

#### **Synonyms**

- Affiliates

### Appraisal

Written statement independently and impartially prepared by a qualified appraiser stating an opinion as to the market value of the Property as of a specific date, supported by the presentation and analysis of relevant market information.

#### **Synonyms**

- Appraisals

## B



Borrower

Person who is the obligor under the Note.

**Synonyms**

- Borrowers
- Borrower's

## D

DUS Lender

Lender approved to Deliver loans under the Delegated Underwriting and Servicing program.

**Synonyms**

- DL

## G

Guaranty

Payment Guaranty, Non-Recourse Guaranty, or other guaranty by a Guarantor for the Mortgage Loan.

## K

Key Principal

Person(s) who control and/or manage the Borrower or the Property, are critical to the successful operation and management of the Borrower and the Property, and who may be required to provide a Guaranty.

**Synonyms**

- Key Principals

## M

Mezzanine Financing

Subordinate debt financing provided to a direct or indirect owner of a Borrower that is secured by a pledge of the direct or indirect equity interest in the Borrower held by the owner, and not by a Lien on the Property.



## 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

## **P**

## Property

Multifamily residential property securing the Mortgage Loan and including the land (or Leasehold interest in land), Improvements, and personal property (as defined in the Uniform Commercial Code).

### **Synonyms**

- Properties
- Property's

## **S**

## Sponsor

Principal equity owner and/or the primary decision maker of the Borrower (often the Key Principal or the Person Controlling the Key Principal).