

# Multifamily Selling and Servicing Guide

Effective as of August 29, 2025

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#### **414.12F** Documentation in Servicing File

The Servicer must ensure that all actions taken with respect to each Borrower disbursement request are appropriately documented in its Servicing File.

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## Glossary

#### B

Borrower

Person who is the obligor per the Note.

#### **Synonyms**

- Borrowers
- Borrower's

S

Servicer

Primary Person servicing the Mortgage Loan, including

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

#### **Synonyms**

- Servicers
- Servicer's

Servicing File

Your file for each Mortgage Loan serviced.

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#### **Synonyms**

Servicing Files