



Guide Update 25-12: Multifamily Required Trade Information (Form 4097 Job Aid)

Effective: 06/04/25

Summary of Changes

HIGHLIGHTS

Effective for Mortgage Loans Registered in DUS Gateway as of June 4, 2025, updated:

- the Multifamily Required Trade Information for Cash or MBS Mortgage Loans (Form 4097);
- the Multifamily Required Trade Information (Form 4097) Job Aid; and
- Part IV, Chapter 2, Section 2041.03: Trading Practices.

Primary Changes

Updated:

- the Multifamily Required Trade Information for Cash or MBS Mortgage Loans (Form 4097):
 - to revise the form name to Multifamily Required Trade Information; and
 - add an Instructions tab;
- the Multifamily Required Trade Information (Form 4097) Job Aid:
 - requiring you to deliver an Excel (.xlsx) version to Fannie Mae Capital Markets before auction activity; and
 - prohibiting you from altering existing fields in the published Form 4097; and
- Part IV, Chapter 2, Section 201.03: Trading Practices, requiring you to use the Form 4097 Job Aid.

Questions

Please contact Paul Konz at (202) 752-6645, or paul_m_konz@fanniemae.com, with any questions.