

NOTICE OF CONVERSION

FOR CASH, ARM, MBS AND RATE LOCK TRANSACTIONS

To: _____ Fannie Mae _____ Fannie Mae
 _____ 3900 Wisconsin Avenue, N.W. _____ Regional Office
 _____ Drawer AM _____
 _____ Washington, D.C. 20016 2899 _____
 _____ Attention: Forwards Team _____ Attn: _____
 _____ [Account Executive]

{1} PROJECT DETAILS:

Lender Name:	
Project Name:	
Original Commitment Number:	
Property Address	
City	
State	
Zip	
New Commitment Number (at Conversion):	
Conversion Date:	

Conversion

Three-Month Period for Loan Ended on	
Permanent Phase Loan Amount	
Conversion Date	
Expected Delivery Date	

{2} ESCROW AGENT:

Contact Name:	
Company Name:	
Address:	
Telephone #:	
Facsimile #:	
E-Mail Address:	

{3} REQUEST FOR THE RELEASE OF THE FOLLOWING INTO ESCROW by _____
 _____ Date

(Please check all that are applicable)	YES	NO
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**Notice of Conversion
 for Cash, ARM, MBS and Rate Lock Transactions**

Form 4616-August July 2021 10/02

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Letter of Credit		
Construction Advance Note		
Guaranty		
Letter of Credit (Forward Commitment Deposit Fee)		
Delivery Assurance Note		
Delivery Assurance Security Instrument		
Collateral Assignment of Construction Loan		
Other:		

~~[4] — CONSTRUCTION LOAN PAY-OFF VERIFICATION~~

~~RELEASE/SATISFACTION/RECONVEYANCE/ASSIGNMENT TO BE EXECUTED BY FANNIE MAE:~~

~~Original Attached Draft Copy Attached Original to be Forwarded ASAP~~

~~ESCROW INSTRUCTION LETTER:~~

~~Original Attached Draft Copy Attached Original to be Forwarded ASAP~~

Signature

[NAME OF LENDER]

By: _____

Name: _____

Title: _____

Signed: _____

Date: _____