



Bulletin

NUMBER: M2017-1

TO: Freddie Mac Multifamily Sellers and Servicers

February 6, 2017

SUBJECTS

As noted in the December 15, 2016 Guide Bulletin for the Multifamily Seller/Servicer Guide (Guide), Freddie Mac is introducing the automated Multifamily Eligibility System, which Seller/Servicers must use to complete and submit the following forms:

- Form 16M, Multifamily Annual Certification Report
- Form 17M, Multifamily Annual Certification Report – Multifamily Structured Transaction & Tax-Exempt Bond Seller/Servicers
- Form 1110M, Multifamily Annual Certification Report – Servicer Only

The new system pre-populates a number of fields which will enable the Seller/Servicer to confirm information instead of re-entering it, and provides a means of attaching required supporting documents. Seller/Servicers must submit the appropriate annual certification within 90 days after the end of the Seller/Servicer's fiscal year.

We are also:

- Restoring the 2004 version of Form 71A, Appraisal Report Residential Income Property, to maintain consistency across vendor platforms, as the cosmetic changes made to the Form in November were not intended to suggest vendor revisions to the Form were necessary.
- Updating Form 1104, SBL Physical Risk Report, to include several technical enhancements, including a notification to users that other workbooks are open when opening the form, and an error message that appears when a user is attempting to open the Form 1104 on a machine with a Mac[®]-based operating system.

Effective dates

The new Multifamily Eligibility System will be available to Seller/Servicer system administrators in early February so that they can prepare to grant access to the system to business users. Business users will be able to access the system on February 13, 2017. All Seller/Servicers must use the Multifamily Eligibility System to submit Forms 16M, 17M and Form 1110M, as applicable, for all annual certifications submitted on or after that date.

Forms 71A and 1104 go into effect immediately.

Conclusion

To accommodate these changes, we have made revisions to Sections 2.12(a), 3.5(a), 3.5(b), 39.2(b), 39.3(d) and the Glossary. Guide text for the changes announced in this Bulletin is highlighted in green on AllRegs. If you have any questions about this Bulletin, please call your Freddie Mac representative.

Sincerely,

Deborah Jenkins
Senior Vice President
Multifamily Underwriting and Credit

Michael Lipson
Senior Vice President
Multifamily Asset Management and Operations