



# Servicing Transfer Approvals - Quick Exchange Enhancements

February 2, 2023

Effective February 2, the Quick Exchange application, used for requesting servicing and subservicing transfers (via Form 629 data submission), has been updated (1.5.0 release) with new functionality outlined below.

**Note:** Approved Fannie Mae users can access the Quick Exchange application 24-7 to submit Form 629 data to Fannie Mae.

- Update to Custodian Matrix
- Users will be prompted with a pop-up notification if they try to edit a transfer date for a transfer once it is approved
- Content changes to the Approval Letter

## Update to Custodial Matrix

The Custodian Matrix has been updated to include the following:

- Bank of America, N.A.
- Computershare Trust Company, N.A.

## Editing a Transfer Date after a Transfer Request has been Approved

If the user attempts to modify the transfer date once a transfer is approved and approval letters have been posted, then they will receive the following pop-up notification shown below.

### Edit Transfer Date Notice!



By agreeing to a new transfer date, approval for request ID [redacted] will become null and void and the transfer request will be cancelled. A new transfer request will need to be made. Fannie Mae reserves the right to re-review and approve a new transfer submission.

Disagree

Agree

If the user agrees with the notification, it will cancel the existing approved transfer and they will be required to enter a new transfer request with the correct transfer date.

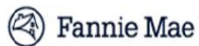
If the user disagrees with the notification, the transfer will not be cancelled and remain in its current status.

## Content Changes to the Approval Letter

The approval letter has been updated to include the following language if a sale or transfer date is changed:

*“Notwithstanding the foregoing approval and subject to all terms set forth in this letter, if the transferor or transferee requests a new sale/transfer date, this approval letter will become null and void and Fannie Mae expressly reserves the right to re-review and approve this transfer submission.”*

Transferor and Transferee Contact Info will now be displayed at the end of the approval letter as follows:



January 13, 2023

### TRANSFEROR CONTACT INFO:

sfddaf/asdfsaf  
(111) 111-1111 x11111  
matthew@fannie.com

### TRANSFEEE CONTACT INFO:

sfsadfsa/dsfdsafdsa  
(111) 111-1111 x11111  
matthew@fannie.com

## Additional Resources

For more information about this release, please send an email to [Servicing Transfers](#) or visit the [Servicing Transfer Approval Product Page](#).