

Document Custodian Notice RDC-2019-05

June 14, 2019

Summary

The Document Custodian Notice includes the following topics:

- New Quality Control Form and Supplement
- Fannie Mae Loan Number for all Fannie Mae Loans

New Quality Control Form and Supplement

To better align the Quality Control process with the new Document Certification Application, the Quality Control Form and Supplement template has been updated to include all execution types (Cash, MBS, ASAP+ and ASAP). In addition, the format for the Quality Control Form was transitioned to Adobe PDF format. Both documents have been posted to the Document Custodian page on fanniemae.com

Effective Date

The Document Custodian must use the new Quality Control Form and Supplement for all Quality Control Reviews due on or after July 19, 2019.

Fannie Mae Loan Number for all Fannie Mae Loans

As a reminder, all Document Custodians must store the corresponding Fannie Mae Loan Number for all Fannie Mae loans in the Document Custodians' respective Document Tracking System. This is regardless of the age of the mortgage. If the Document Custodian has Fannie Mae Loans that do not have a corresponding Fannie Mae Loan Number, they must work immediately with the Servicer to obtain the data.

Fannie Mae reserves the right to perform ad-hoc audits to ensure this requirement is being followed.

Effective Date

All Fannie Mae Loans must have a corresponding Fannie Mae Loan Number in the Document Custodian's Document Tracking System effective immediately.

For any questions regarding this Document Custodian notice, please contact Fannie Mae at custodian_oversight@fanniemae.com.

Mario Palarca

Director, Fannie Mae