

Fannie Mae Property 360 Third Party Sales (TPS) User Guide





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Purpose

This Guide provides an overview of how to manage the Third Party Sales (TPS) process in Property 360™. Servicers can access Property 360 to:

- Review TPS cases.
- Update missing data.
- Review exceptions on TPS cases and take subsequent corrective actions.

Third Party Sale cases are created in Property 360 based on the following criteria:

- Loans liquidated from Servicing Investor Reporting (SIR) with loan action code 71, OR
- Foreclosure sale event (Sold to Third Party Sale) reported by attorney in the Default Reporting Application (DRA)

System and Access Requirements

If you are already a registered user for Fannie Mae application(s), ensure your Corporate Administrator has registered you with the appropriate Property 360 role via Fannie Mae Technology Manager. If not, make sure you have registered and received a username and password credentials from your Corporate Administrator for accessing Property 360. For additional details, please refer to the [Fannie Mae Technology Manager homepage](#).

Name of application: Property 360 (Application Code: **PROP360**).

Below are the roles for the TPS functionality in Property 360:

- **PROP360-PROD-TPS-READONLY** – Read-only access
- **PROP360-PROD-TPS-DECISION** – User can update data, request override on exceptions, upload documents and add comments.

NOTE: Use Google Chrome or Microsoft Edge when accessing Property 360 for optimal use.

Log in to Property 360

Perform the following steps to access Property 360:

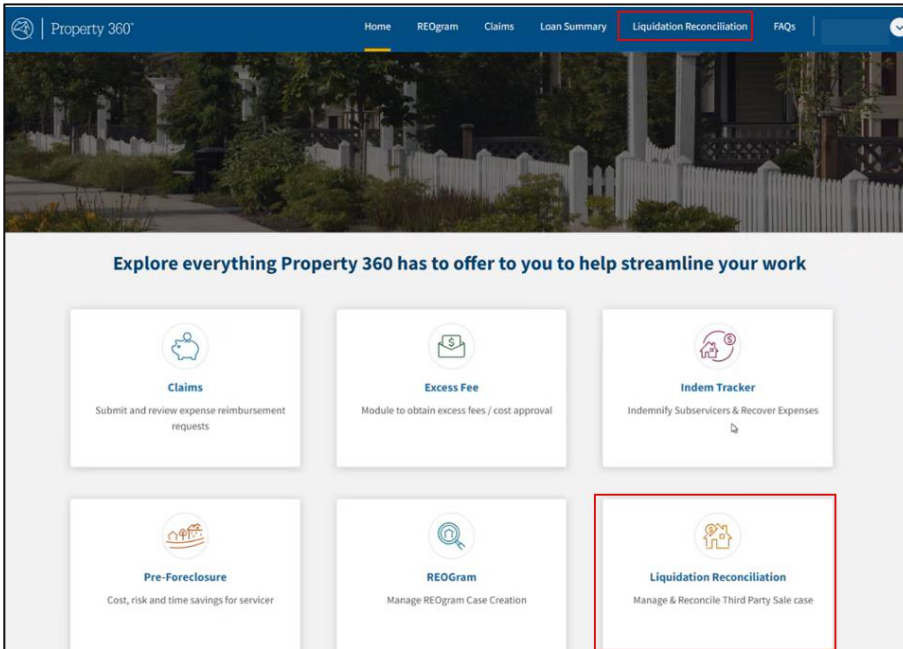
NOTE: Property 360 is a Single Sign On (SSO) system.

1. Access [Property 360](#).
2. Enter the **USERNAME** and **PASSWORD**.
3. Click **Sign On**.



4. Click on the **Liquidation Reconciliation** tile or tab to open the application.

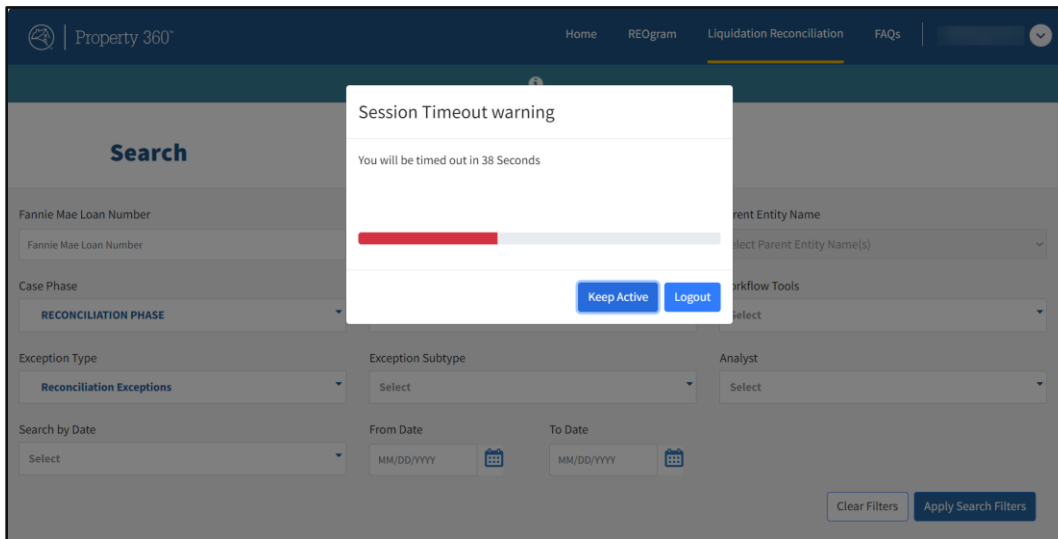
Note: Application tiles or tabs only display if the user has access.



System Log Off

The system automatically logs off after 30 minutes of inactivity. A warning message displays at 28 minutes indicating the upcoming log off. A Session Timeout warning displays as the system shuts down.

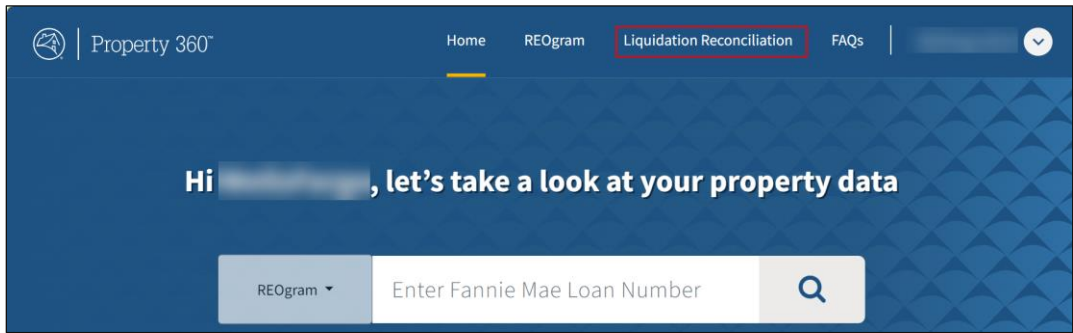
NOTE: Click **Keep Active** to keep Property 360 open or click **Logout**.



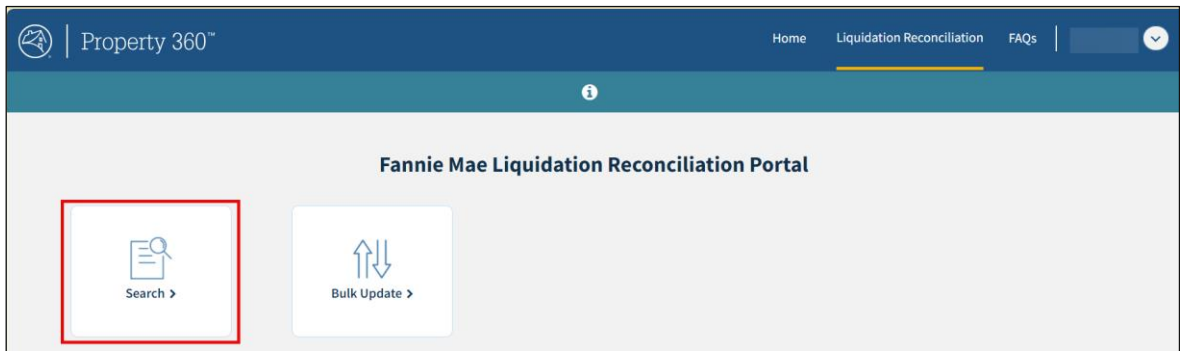


Searching for a TPS Case

1. From the Property 360 homepage, click **Liquidation Reconciliation**.



2. Click **Search**.



The **Search** screen displays.



3. Select the appropriate Workflow Type (Government Claims or Third Party Sale) from the dropdown menu.
NOTE: Users may have access to one or both workflow types. If the user has access to both workflow types, select only one or the search result will yield all loans for both workflow types.

Enter applicable information in the search fields provided.

NOTE: Users can enter information in one or multiple search fields. Refer to the [TPS Case Search Fields section](#).

- Fannie Mae Loan Number
- Servicer Loan Number
- Case Phase
- Case Status
- Workflow Tools
- Exception Type
- Exception Subtype
- Analyst
- Search by Date
- From Date/To Date

NOTE: The **Parent Entity Name** field is not a searchable field for servicers.



4. Click **Apply Search Filters**.

Property 360™ Home Liquidation Reconciliation FAQs

Search

Workflow Type * (required)
Third Party Sale

Fannie Mae Loan Number: 1234567890
Servicer Loan Number: Service Loan Number
Parent Entity Name: Select Parent Entity Name(s)

Case Phase: PRE-RECON PHASE
Case Status: Select
Workflow Tools: Select

Exception Type: Case Creation & Pre-Recon Exceptions
Exception Subtype: Select
Analyst: Select

Search by Date: Select
From Date: MM/DD/YYYY
To Date: MM/DD/YYYY

Clear Filters Apply Search Filters

Loans that match the search criteria display. The **Search Result** section appears blank if there are no loans that match the search criteria.

NOTE: Workflow type is displayed in the Search.

Workflow Type * (required)
Third Party Sale

Fannie Mae Loan Number: Fannie Mae Loan Number
Servicer Loan Number: Service Loan Number
Parent Entity Name: Select Parent Entity Name(s)

Case Phase: PRE-RECON PHASE
Case Status: Select
Workflow Tools: Select

Exception Type: Select
Exception Subtype: Select
Analyst: Select

Search by Date: Select
From Date: MM/DD/YYYY
To Date: MM/DD/YYYY

Clear Filters Apply Search Filters

Search Result [Download XLS](#)

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---------------------|---------------|-------------------|------------------|--------|-----|----------------|------------------|------------|-------|------------|
| | | | Third Party Sale | INTAKE | 344 | | TPS | Total Debt | IL | |
| | | | Third Party Sale | INTAKE | 344 | | | | | unassigned |



Property 360[™] Home REDgram Liquidation Reconciliation FAQs

Workflow Type * (required)
(1) Third Party Sale

Fannie Mae Loan Number
Fannie Mae Loan Number

Servicer Loan Number
Service Loan Number

Parent Entity Name
Select Parent Entity Name(s)

Case Phase
Select

Case Status
Select

Workflow Tools
Select

Exception Type
Select

Exception Subtype
Select

Analyst
Select

Search by Date
Select

From Date
MM/DD/YYYY

To Date
MM/DD/YYYY

Clear Filters Apply Search Filters

Search Result

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---|---------------|-------------------|---------------|--------|-----|----------------|------------------|----------|-------|---------|
| There are no results Use the search filters above to see search results. | | | | | | | | | | |

5. Click **Download XLS** to download search results.

Workflow Type * (required)
Third Party Sale

Fannie Mae Loan Number
Fannie Mae Loan Number

Servicer Loan Number
Service Loan Number

Parent Entity Name
Select Parent Entity Name(s)

Case Phase
PRE-RECON PHASE

Case Status
Select

Workflow Tools
Select

Exception Type
Select

Exception Subtype
Select

Analyst
Select

Search by Date
Select

From Date
MM/DD/YYYY

To Date
MM/DD/YYYY

Clear Filters Apply Search Filters

Search Result

[Download XLS](#)

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---------------------|---------------|-------------------|------------------|--------|-----|----------------|------------------|------------|-------|------------|
| | | | Third Party Sale | INTAKE | 344 | | TPS | Total Debt | IL | |
| | | | Third Party Sale | INTAKE | 344 | | | | | unassigned |



6. Click **Clear Filters** to clear existing search conditions.

Workflow Type * (required)
 Third Party Sale

Fannie Mae Loan Number: Fannie Mae Loan Number
 Servicer Loan Number: Service Loan Number
 Parent Entity Name: Select Parent Entity Name(s)

Case Phase: PRE-RECON PHASE
 Case Status: Select
 Workflow Tools: Select

Exception Type: Select
 Exception Subtype: Select
 Analyst: Select

Search by Date: Select
 From Date: MM/DD/YYYY
 To Date: MM/DD/YYYY

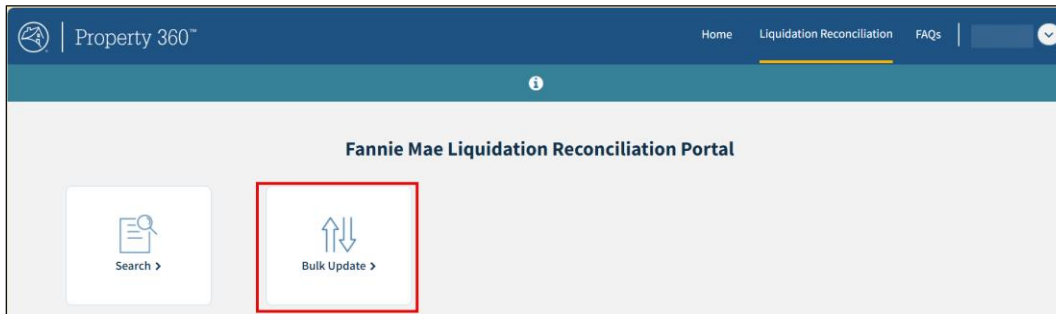
Clear Filters **Apply Search Filters**

Search Result [Download XLS](#)

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---------------------|---------------|-------------------|------------------|--------|-----|----------------|------------------|------------|-------|------------|
| | | | Third Party Sale | INTAKE | 344 | | TPS | Total Debt | IL | |
| | | | Third Party Sale | INTAKE | 344 | | | | | unassigned |

Bulk Update

Users can update case information individually or for multiple loans. Perform the steps in this section to update multiple loans via the bulk update process.



Fields highlighted in yellow indicate cases that are missing data. Users can update multiple fields at once or can access each case individually by clicking the loan number hyperlinks.

Note: The **Judgement Amount** is required if the **Foreclosure Method** is **Judicial**.

Property 360™ Home Liquidation Reconciliation FAQs

Bulk Update
 Third Party Sales Recon / Bulk Update

[Bulk Update](#) [Reset](#) ⚠ All missing data must be added before updating.

| | Fannie Mae Loan Number | Sale Date | Sale Amount | Bid Type | Bid Amount | Foreclosure Method | Judgement Amount ⓘ | Attorney Name | Attorney Email | Attorney Phone Number | Servicer TPS Proceeds Deposit Date |
|--|------------------------|------------|-------------|----------------------|------------|--------------------|--------------------|---------------|----------------|-----------------------|------------------------------------|
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | 02/20/2024 | \$ 121000 | Fannie Mae Specified | \$ 73000 | Judicial | | | | | |



1. Click in the checkbox for the loan(s) that need to be updated.

Bulk Update
Third Party Sales Recon / Bulk Update

⚠ All missing data must be added before updating.

| <input type="checkbox"/> | Fannie Mae Loan Number | Sale Date | Sale Amount | Bid Type | Bid Amount | Foreclosure Method | Judgement Amount | Attorney Name | Attorney Email | Attorney Phone Number | Servicer TPS Proceeds Deposit Date |
|--------------------------|------------------------|-----------|-------------|----------|------------|--------------------|------------------|---------------|----------------|-----------------------|------------------------------------|
| <input type="checkbox"/> | | | | | | | | | | | |
| <input type="checkbox"/> | | | | | | | | | | | |

2. Enter the missing information.

Note:

- Some of the fields have dropdown menus (e.g. Attorney Name) where users can make the appropriate selection.
- Fields turn green when missing data has been entered.
- Fields that are red indicate invalid data.

3. Once all information has been entered, click **Bulk Update**.

Note: When all missing data has been entered, the loan no longer appears on the list.

Bulk Update
Third Party Sales Recon / Bulk Update

⚠ All missing data must be added before updating.

| <input type="checkbox"/> | Fannie Mae Loan Number | Sale Date | Sale Amount | Bid Type | Bid Amount | Foreclosure Method | Judgement Amount | Attorney Name | Attorney Email | Attorney Phone Number | Servicer TPS Proceeds Deposit Date |
|-------------------------------------|------------------------|------------|-------------|------------|------------|--------------------|------------------|---------------|----------------|-----------------------|------------------------------------|
| <input checked="" type="checkbox"/> | | 03/04/2024 | 165000 | Total Debt | 138415.91 | Judicial | | | | 0 | mm/dd/yyyy |
| <input type="checkbox"/> | | | \$ 1000 | Total Debt | \$ 1000 | | | | | | |

4. Click on the **Third Party Sales Recon** link or the **Liquidation Reconciliation** tab to navigate back to the TPS home page.

Property 360™

Home Liquidation Reconciliation FAQs

Bulk Update
Third Party Sales Recon Bulk Update



Case Details

1. Click on the Fannie Mae loan number hyperlink to display the Case Details screen.

Workflow Type * (required)
Third Party Sale

Fannie Mae Loan Number: [Input Field]
Servicer Loan Number: [Input Field]
Parent Entity Name: Select Parent Entity Name(s)

Case Phase: PRE-RECON PHASE
Case Status: Select
Workflow Tools: Select

Exception Type: Select
Exception Subtype: Select
Analyst: Select

Search by Date: Select
From Date: MM/DD/YYYY
To Date: MM/DD/YYYY

Clear Filters Apply Search Filters

Search Result [Download XLS](#)

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---------------------|---------------|-------------------|------------------|--------|-----|----------------|------------------|------------|-------|------------|
| [Redacted] | [Redacted] | [Redacted] | Third Party Sale | INTAKE | 344 | | TPS | Total Debt | IL | [Redacted] |
| [Redacted] | [Redacted] | [Redacted] | Third Party Sale | INTAKE | 344 | | | | | unassigned |

Property 360™ Home Liquidation Reconciliation FAQs

Case Details

Workflow Type: Third Party Sale Mortgage Type: Liquidation Type: TPS

| | | | | |
|------------------------|----------------------|----------------|----------------|------------------------------|
| Fannie Mae Loan Number | Servicer Loan Number | Case Created | Total Age | Status Edit |
| [Redacted] | [Redacted] | 09/28/2020 | 1458 | » INTAKE |
| Servicer | Sub-Servicer | Status Date | Status Age | Analyst Edit |
| [Redacted] | [Redacted] | 05/07/2024 | 141 | unassigned |
| Bid Type | Foreclosure Type | Follow Up Date | On Hold Reason | Delayed Proceeds Reason |
| | | | | |

[Show Additional Details](#)

2. Click **Show Additional Details** to display more case information.

Property 360™ Home Liquidation Reconciliation FAQs

Case Details

Workflow Type: Third Party Sale Mortgage Type: Liquidation Type: TPS

| | | | | |
|------------------------|----------------------|----------------|----------------|------------------------------|
| Fannie Mae Loan Number | Servicer Loan Number | Case Created | Total Age | Status Edit |
| [Redacted] | [Redacted] | 10/17/2023 | 352 | » INTAKE |
| Servicer | Sub-Servicer | Status Date | Status Age | Analyst Edit |
| [Redacted] | [Redacted] | 08/03/2024 | 61 | [Redacted] |
| Bid Type | Foreclosure Type | Follow Up Date | On Hold Reason | Delayed Proceeds Reason |
| Total Debt | Non-Judicial | | | |

[Show Additional Details](#)



| | | | | |
|------------------------|----------------------|----------------|----------------|------------------------------|
| Fannie Mae Loan Number | Servicer Loan Number | Case Created | Total Age | Status Edit |
| [Redacted] | [Redacted] | 10/17/2023 | 352 | » INTAKE |
| Servicer | Sub-Servicer | Status Date | Status Age | Analyst Edit |
| [Redacted] | [Redacted] | 08/03/2024 | 61 | [Redacted] |
| Bid Type | Foreclosure Type | Follow Up Date | On Hold Reason | Delayed Proceeds Reason |
| Total Debt | Non-Judicial | | | |

Loan Information

LPI Date
06/01/2022

Liquidation Date
09/16/2023

Removal Date
09/01/2023

Product Type
Fixed Interest

Property Information

Address
[Redacted]

City
[Redacted]

State
[Redacted]

Zip Code
06704

MI Information

MI Indicator
No

MI Claim Status

MI Claim Status Date

MI Resolution Name

MI Company Name

Recourse Information

Recourse Company

Recourse Type

Recourse Claim Status

Recourse Claim Status Date

Credit Enhancement Deal ID

LQC Information

Loan QC Review Status

Loan QC Review Type

3. Click **Hide Additional Details** to condense the details shown.

First Installment Due Date

Lien Position
First

Special Feature Code ⓘ
Yes

[^ Hide Additional Details](#)

Sale Reconciliation Exceptions Comments Attachments Completion Change Log

Foreclosure Sale Information [Show More](#)

Sale Reconciliation [Show More](#)



Sale Reconciliation

Foreclosure Sale Information

Perform the steps outlined in this section to update missing and/or incorrect foreclosure sale or attorney information.

Update Foreclosure Sale Information

1. Click on the **Sale Reconciliation** tab.

The screenshot shows the Property 360 interface with the 'Liquidation Reconciliation' tab selected. The 'Sale Reconciliation' tab is highlighted with a red box. Below the main information panels, there are tabs for 'Sale Reconciliation', 'Exceptions', 'Comments', 'Attachments', and 'Change Log'. The 'Foreclosure Sale Information' section is visible at the bottom, with a 'Show More' button.

| Loan Information | Property Information | MI Information | Recourse Information | LQC Information |
|--------------------------------|-----------------------|----------------------|----------------------------|-----------------------|
| LPI Date 09/01/2022 | Address [Redacted] | MI Indicator No | Recourse Company | Loan QC Review Status |
| Liquidation Date | City [Redacted] | MI Claim Status | Recourse Type | Loan QC Review Type |
| Removal Date | State MI | MI Claim Status Date | Recourse Claim Status | |
| Product Type Fixed Interest | Zip Code 48827 | MI Resolution Name | Recourse Claim Status Date | |
| Note Rate 4.875 | | MI Company Name | Credit Enhancement Deal ID | |
| Pass Through Rate 4.625 | | | Recourse Portfolio Status | |

2. Click on **Show More** to display the Foreclosure Sale Information.

The screenshot shows the same Property 360 interface, but now the 'Show More' button in the 'Foreclosure Sale Information' section is highlighted with a red box. The 'Sale Reconciliation' tab remains highlighted.



Property 360[®] Home REOgram **Liquidation Reconciliation** FAQs

Sale Reconciliation Exceptions Comments Attachments Change Log

Foreclosure Sale Information [Show Less](#)

| Foreclosure Sale Data | System/Servicer | Analyst | Sale Information | |
|------------------------------------|----------------------|----------------------|--------------------------------|----------------------|
| Attorney Reported FCL Date | 06/08/2023 | 06/08/2023 | Case Created By | DRA |
| FCL Bid Amount | \$21,900.00 | \$21,900.00 | Prior REO | - |
| Successful Bid Amount | \$21,901.00 | \$21,901.00 | Pending Expenses | No |
| Judgement Amount | | | SIR Liquidation Date | |
| Servicer TPS Proceeds Deposit Date | | | Calculated Reserve Price | \$21,900.00 |
| Foreclosure Type | NonJudicial | NonJudicial | Reserved Price Expiration Date | 06/18/2023 |
| Bid Type | Fannie Mae Specified | Fannie Mae Specified | Bid Type(System Calculated) | Fannie Mae Specified |
| | | | Prior TPS | No |

Comments

| CREATED BY | DATE | VISIBILITY | COMMENTS |
|------------|------|------------|----------|
| | | | |

Foreclosure Attorney [Edit](#)

1111111111

3. Click **Edit** to the right of **Foreclosure Sale Data** to enter/update missing or incorrect data.

Property 360[®] Home REOgram **Liquidation Reconciliation** FAQs

Sale Reconciliation Exceptions Comments Attachments Change Log

Foreclosure Sale Information [Show Less](#)

| Foreclosure Sale Data | System/Servicer | Analyst | Sale Information | |
|------------------------------------|----------------------|----------------------|--------------------------------|----------------------|
| Attorney Reported FCL Date | 06/08/2023 | 06/08/2023 | Case Created By | DRA |
| FCL Bid Amount | \$21,900.00 | \$21,900.00 | Prior REO | - |
| Successful Bid Amount | \$21,901.00 | \$21,901.00 | Pending Expenses | No |
| Judgement Amount | | | SIR Liquidation Date | |
| Servicer TPS Proceeds Deposit Date | | | Calculated Reserve Price | \$21,900.00 |
| Foreclosure Type | NonJudicial | NonJudicial | Reserved Price Expiration Date | 06/18/2023 |
| Bid Type | Fannie Mae Specified | Fannie Mae Specified | Bid Type(System Calculated) | Fannie Mae Specified |
| | | | Prior TPS | No |

The **Edit Foreclosure Sale Data** screen displays.

Edit Foreclosure Sale Data

| | System/Servicer | Analyst |
|------------------------------------|---|----------------------|
| Attorney Reported FCL Date | <input type="text" value="06/08/2023"/> | 06/08/2023 |
| FCL Bid Amount | <input type="text" value="21900"/> | \$21,900.00 |
| Successful Bid Amount | <input type="text" value="21901"/> | \$21,901.00 |
| Judgement Amount | <input type="text"/> | |
| Servicer TPS Proceeds Deposit Date | <input type="text" value="mm/dd/yyyy"/> | |
| Foreclosure Type | NonJudic... ▾ | NonJudicial |
| Bid Type | Fannie M... ▾ | Fannie Mae Specified |



4. Edit the fields, as applicable, and click **Submit**.

Edit Foreclosure Sale Data

| | System/Servicer | Analyst |
|-----------------------|---|--------------|
| Attorney Reported | | |
| FCL Date | <input type="text" value="05/12/2023"/> | 05/12/2023 |
| FCL Bid Amount | <input type="text" value="60000"/> | \$60,000.00 |
| Successful Bid Amount | <input type="text" value="117000"/> | \$117,000.00 |
| Judgement Amount | <input type="text" value="999"/> | |
| Servicer TPS | | |
| Proceeds Deposit Date | <input type="text" value="09/25/1994"/> | 09/25/1994 |
| Foreclosure Type | <input type="text" value="NonJudici"/> | NonJudicial |
| Bid Type | <input type="text" value=""/> | |

Update Foreclosure Attorney Information

1. Click **Edit** to the right of **Foreclosure Attorney** to update or enter foreclosure attorney information.

Foreclosure Sale Information ~ Show Less

| Foreclosure Sale Data <input type="button" value="Edit"/> | System/Servicer | Analyst | Sale Information |
|---|-----------------------------|-----------------------------|--|
| Attorney Reported FCL Date | 06/08/2023 | 06/08/2023 | Case Created By DRA |
| FCL Bid Amount | \$21,900.00 | \$21,900.00 | Prior REO - |
| Successful Bid Amount | \$21,901.00 | \$21,901.00 | Pending Expenses No |
| Judgement Amount | | | SIR Liquidation Date |
| Servicer TPS Proceeds Deposit Date | | | Calculated Reserve Price \$21,900.00 |
| Foreclosure Type NonJudicial | NonJudicial | NonJudicial | Reserved Price Expiration Date 06/18/2023 |
| Bid Type Fannie Mae Specified | Fannie Mae Specified | Fannie Mae Specified | Bid Type(System Calculated) - |
| | | | Prior TPS No |

Comments

| CREATED BY | DATE | VISIBILITY | COMMENTS |
|------------|------|------------|----------|
| | | | |

Foreclosure Attorney

xxxxx@fanniemae.com
xxxxx@fanniemae.com
 1111111111

2. Select the applicable attorney from the drop-down menu.

Edit Foreclosure Attorney

Foreclosure Attorney

xxxxx@fanniemae.com



3. Click **Update**.

NOTE: The attorney email address and phone number fields can be updated, as needed.

Edit Foreclosure Attorney

Foreclosure Attorney

xxxxx@fanniemae.com

1111111111

Cancel

Update

Exceptions

The Exceptions screen displays exceptions that have triggered on a TPS case. Perform the steps in this section, as applicable, to remedy the exception.

- Update data in Investor Reporting or DRA
- Update loan data in the Foreclosure Sale Information section of Property 360
- Remit sale proceeds (Remit Code 311 or 314)
- Request override in Property 360 if the exception can be overridden

Manage Exceptions

1. Click on the **Exceptions** tab.

NOTE: Refer to the [Exception Types table](#) for a full list of exception types.

Property 360
Home REOgram Liquidation Reconciliation FAQs

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| | | | |
|---|--|--|--|
| <p>Product Type</p> <p>Fixed Interest</p> <p>Note Rate</p> <p>4.875</p> <p>Pass Through Rate</p> <p>4.625</p> | <p>MI</p> <p>Zip Code</p> <p>48827</p> | <p>MI Resolution Name</p> <p>MI Company Name</p> | <p>Recourse Claim Status Date</p> <p>Credit Enhancement Deal ID</p> <p>Recourse Portfolio Status</p> |
|---|--|--|--|

^ Hide Additional Details

Sale Reconciliation
Exceptions
Comments
Attachments
Change Log

| EXCEPTION TYPE | CREATED DATE | EXCEPTION DESCRIPTION | STATUS | STATUS DATE | COMMENTS | RESOLVED BY | Filter |
|-----------------------------|--------------|---|-----------------------------|-------------|----------|-------------|--------------|
| Case Creation and Pre Recon | 10/17/2023 | Loan reported as Third Party Sale in DRA but not liquidated ... | ❌ OPEN | 10/17/2023 | | | View Details |
| Case Creation and Pre Recon | 10/17/2023 | Missing documents – initial TPS document submission | ⚠️ OPEN - MISSING DOCUMENTS | 12/07/2023 | test | | View Details |



2. Click **View Details** to expand the exception information.

| EXCEPTION TYPE | CREATED DATE | EXCEPTION DESCRIPTION | STATUS | STATUS DATE | COMMENTS | RESOLVED BY | |
|-----------------------------|--------------|---|--------------------------|-------------|----------|-------------|------------------------------|
| Case Creation and Pre Recon | 10/17/2023 | Loan reported as Third Party Sale in DRA but not liquidated ... | OPEN | 10/17/2023 | | | View Details |
| Case Creation and Pre Recon | 10/17/2023 | Missing documents – initial TPS document submission | OPEN - MISSING DOCUMENTS | 12/07/2023 | test | | View Details |

3. Proceed to the applicable section to resolve the exception.

- [Request Override](#)
- [Missing Documents](#)
- [Delayed Proceeds](#)

NOTE: Exceptions that cannot be overridden must be cleared by taking corrective action in Fannie Mae source systems such as: Investor Reporting, DRA, or by updating the Foreclosure Sale Information in Property 360.

Request Override

In scenarios where exceptions cannot be cleared through Investor Reporting or DRA, perform the steps in this section to request the exception to be overridden. The request is reviewed by an internal Fannie Mae analyst and resolved appropriately.

1. Click **Action** and select **Request Override**.

| EXCEPTION TYPE | CREATED DATE | EXCEPTION DESCRIPTION | STATUS | STATUS DATE | COMMENTS | RESOLVED BY | |
|-----------------------------|--------------|---|--------------------------|-------------|----------|------------------|------------------------------|
| Case Creation and Pre Recon | 10/17/2023 | Loan reported as Third Party Sale in DRA but not liquidated ... | OPEN | 10/17/2023 | | | View Details |
| Case Creation and Pre Recon | 10/17/2023 | Missing documents – initial TPS document submission | OPEN - MISSING DOCUMENTS | 12/07/2023 | test | WellsFargo Admin | View Details |

| STATUS | STATUS DATE | UPDATED BY | COMMENTS | VISIBILITY |
|--------|-------------|------------|----------|------------|
| OPEN | 12/07/2023 | | | |

The **Override** message box displays.

Request Override

Comments (required)

You will need to add comments to proceed

Please add comments with details

Max Length in 250 characters

Cancel
Submit Request



2. Enter the reason(s) for requesting an exception override and click **Submit Request**.

Request Override

Comments (required)

You will need to add comments to proceed

TEST|

Max Length in 250 characters

Cancel
Submit Request

NOTE: The exception status updates to **Override Requested**.

Fannie Mae overrides or denies the request.

- **Override** – The status of the exception updates to **Overridden**.
- **Denial** – The status of the exception updates to **Denied**. The Servicer has the option to provide additional documentation and request override again.

Missing Documents

1. Click **Action** and select **Missing Documents** from the drop-down menu.

| Sale Reconciliation | | Exceptions | | Comments | Attachments | Change Log | |
|-----------------------------|--------------|---|--|-------------|-------------|------------------|---|
| EXCEPTION TYPE | CREATED DATE | EXCEPTION DESCRIPTION | STATUS | STATUS DATE | COMMENTS | RESOLVED BY | Filter |
| Case Creation and Pre Recon | 10/17/2023 | Loan reported as Third Party Sale in DRA but not liquidated ... | * OPEN | 10/17/2023 | | | View Details ^ |
| Case Creation and Pre Recon | 10/17/2023 | Missing documents – initial TPS document submission | ! OPEN - MISSING DOCUMENTS | 12/07/2023 | test | WellsFargo Admin | View Details ^ |

Exception History

| STATUS | STATUS DATE | UPDATED BY | COMMENTS | VISIBILITY |
|--------|-------------|------------|----------|------------|
| OPEN | 12/07/2023 | | | |

Action ^

- Request Override ^
- Missing Documents ^

2. Enter comments to indicate the reason for the missing documents.
3. Click on the calendar icon to select a **Follow Up Date**.
4. Click **Submit**.

Missing Documents

Comments (required)

You will need to add comments to proceed

Please add comments with details

Max Length in 250 characters

Missed Documents Follow Up Date

MM/DD/YYYY

📅

System default is +60 days, you may change this date.

Cancel
Submit

NOTE: The exception status updates to **Open-Missing Documents**.



Delayed Proceeds

1. Click **Action** and select **Delayed Proceeds** from the drop-down menu.

| EXCEPTION TYPE ↑ | CREATED DATE ↑ | EXCEPTION DESCRIPTION ↑ | STATUS ↑ | STATUS DATE ↑ | COMMENTS ↑ | RESOLVED BY ↑ | Filter |
|-----------------------------|----------------|---|----------|---------------|------------|---------------|----------------|
| Case Creation and Pre Recon | 10/16/2023 | Missing documents – initial TPS document submission | OPEN | 10/16/2023 | | | View Details ↓ |
| Case Creation and Pre Recon | 09/26/2023 | Foreclosure Sale Bid Type is missing | OPEN | 09/26/2023 | | | View Details ↓ |
| Case Creation and Pre Recon | 09/26/2023 | Loan reported as Third Party Sale in DRA but not liquidated ... | OPEN | 09/26/2023 | | | View Details ↓ |
| Case Creation and Pre Recon | 09/26/2023 | Missing Third Party Sale Proceeds (Remit Code 311 or 314) | OPEN | 09/26/2023 | | | View Details ↑ |

Exception History

Action ↓

- Request Override
- Delayed Proceeds

2. Select the applicable reason for the delayed proceeds.
3. Enter comments that indicate the reason for delayed proceeds.
4. Click on the calendar icon and select a **Follow Up Date**.

NOTE: Users cannot select a Follow Up Date that is more than 60 days out. In instances where a response is not received within the initial 60 days, users should provide Fannie Mae with an update and subsequently select a new Follow Up Date.

5. Click **Submit**.

Delayed proceeds

Reason for delayed proceeds

Bankruptcy

Court Delay

Litigation

Rescission

Other (Specify details in comments)

Comments (required) Internal Only

You will need to add comments to proceed

Please add comments with details

Max Length in 250 characters

Delayed Proceeds Follow Up Date

MM/DD/YYYY

System default is +60 days, you may change this date.

NOTE: The exception status updates to **Open-Delayed Proceeds**.



Comments/Messages Tab

Click on the **Comments** tab to view and add comments, as applicable.

The screenshot shows the 'Comments / Messages' tab selected. It contains two main sections: 'Comment History' and 'Messages'. Each section has a table with columns for 'CREATED DATE', 'CREATED BY', 'CASE ID', 'SOURCE', 'TYPE', 'VISIBILITY', and 'COMMENTS' (or 'MESSAGES'). There are also filter buttons and '+ Add Comment' / '+ Add Message' buttons.

Adding a New Comment

1. Click **Add Comment**.

This screenshot is identical to the previous one, but the '+ Add Comment' button in the 'Comment History' section is highlighted with a red box.

2. Select the applicable **Comment Type** from the drop-down menu.

- Approve Sale Reconciliation VP
- Request Override
- Decision Approve Deny
- Delayed Proceeds Reason
- Doc missing
- Follow-up
- Escalation
- Offset
- Reconciliation
- Approve Sales Reconciliation Manager
- Approve Sales Reconciliation Director
- Exceptions
- Case Status
- General
- Foreclosure Sale Information

The 'Add Comment' form is shown with the 'Comment Type' dropdown menu open. The dropdown list includes: 'Approve Sale Reconciliation VP', 'Request Override', 'Decision Approve Deny', 'Delayed Proceeds Reason', and 'Doc missing'. A 'Submit' button is located at the bottom right of the form.



3. Enter a comment(s) that provides all applicable detail related to the comment type selected.

NOTE: The maximum character count is 250. Comments with more than 250 characters will be truncated to the first 250 characters.

Add Comment

Comment Type

Foreclosure Sale Information

Comments (required)

You will need to add comments to proceed

Please add comments with details

Max Length in 250 characters

4. Click **Submit**.

View Comments

1. Click on the **Comments** tab to view comments associated with the loan number.

NOTE: Comments not displayed in their entirety in this view can be accessed by clicking on the 3 ellipses (...) at the end of the comment.

| CREATED DATE | CREATED BY | CASE ID | SOURCE | TYPE | VISIBILITY | COMMENTS | Filter |
|--------------|------------|---------|--------|----------------|------------|--------------------------------|--------|
| 12/02/2024 | | 84814 | | Reconciliation | All | This is a TEST comment, relate | |

This is a TEST comment, related to Foreclosure Sale data

Send and Receive Messages

Perform the steps in this section to send and receive messages with Fannie Mae.

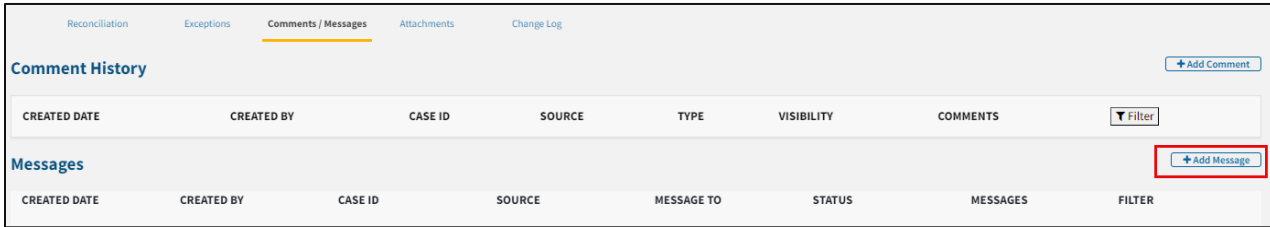
1. Click on the **Comments/Messages** tab.

| CREATED DATE | CREATED BY | CASE ID | SOURCE | TYPE | VISIBILITY | COMMENTS | Filter |
|--------------|------------|---------|--------|------|------------|----------|--------|
| | | | | | | | |



Add Message

1. Click on **Add Message**.



2. Enter a message(s) that provides all applicable details.

NOTE: The maximum character count is 250. Messages with more than 250 characters will be truncated to the first 250 characters.

3. Click **Save**.

NOTE: Messages cannot be deleted or revised once saved.

Search and View Messages

Perform the steps in this section to utilize the Workflow Tools to search and view messages.

NOTE: Users should utilize these workflows regularly to identify messages that may require attention. The two additional Workflow Tools that are available to select are outlined below.

- **Messages in Open/Acknowledged Status** – this workflow displays messages in the following statuses: New, Acknowledged, Awaiting Servicer Response, and Reopened.
- **Messages Recently Closed** – this workflow displays messages in completed status.

1. Select the applicable workflow tool from the dropdown menu.
2. Click **Apply Search Filters**.



The Search Results screen displays cases based on Workflow Tool selected.

3. Click on the **Fannie Mae Loan No.**

Search Result [Download XLS](#)

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---------------------|---------------|-------------------|------------------|--------|-----|----------------|------------------|----------|-------|---------|
| | | | Third Party Sale | INTAKE | 420 | | TPS | | OH | |

1 - 1 of 1 | < >

4. Click on the **Comments/Messages** tab.

Sale Reconciliation | Exceptions | **Comments/Messages** | Attachments | Change Log

Comment History [+ Add Comment](#)

| CREATED DATE | CREATED BY | CASE ID | SOURCE | TYPE | VISIBILITY | COMMENTS |
|--------------|------------|---------|--------|------|------------|----------|
| | | | | | | |

Messages [+ Add Message](#)

| CREATED DATE | CREATED BY | CASE ID | SOURCE | MESSAGE TO | STATUS | MESSAGES |
|--------------|------------|---------|------------|------------|------------|---|
| | | | Fannie Mae | Servicer | New | This is a test message added b ... View Details |

Acknowledge/Reply to Messages

Perform the steps in this section to acknowledge and reply to messages.

NOTE: Users should review messages in the open/acknowledged/reopened statuses frequently to determine if any action is needed.

1. Click **View Details**.

Messages [+ Add Message](#)

| CREATED DATE | CREATED BY | CASE ID | SOURCE | MESSAGE TO | STATUS | MESSAGES |
|--------------|------------|---------|----------|------------|------------|---|
| 12/02/2024 | | 84814 | Servicer | Fannie Mae | New | This is a TEST message related ... View Details |

The Message History and Status displays.

Messages [+ Add Message](#)

| CREATED DATE | CREATED BY | CASE ID | SOURCE | MESSAGE TO | STATUS | MESSAGES |
|--------------|------------|---------|----------|------------|------------|---|
| 12/02/2024 | | 84814 | Servicer | Fannie Mae | New | This is a TEST message related ... Hide Details |

Message History [Action](#)

| UPDATED BY | SOURCE | STATUS | STATUS DATE | MESSAGE |
|------------|----------|------------|-------------|------------------------------------|
| | Servicer | New | 12/02/2024 | This is a TEST message related ... |



2. Click **Action** and select the applicable option from the dropdown menu.

NOTE: The Action dropdown menu includes the following options:

- Add Notes
- Acknowledge
- Mark as Complete
- Reply & Mark as Complete

| CREATED DATE | CREATED BY | CASE ID | SOURCE | MESSAGE TO | STATUS | MESSAGES |
|--------------|------------|---------|----------|------------|--------|----------|
| 12/09/2024 | | 62922 | Servicer | Fannie Mae | New | |

Attachments Tab

Perform the steps in this section to view or upload required documents for the TPS case.

1. Click on the **Attachments** tab to add or view existing attachments.

| Upload Date | Upload By | Source | Case ID | Type | Visibility | Attachment | Description |
|-------------|-----------|--------|---------|------|------------|------------|-------------|
|-------------|-----------|--------|---------|------|------------|------------|-------------|

There are no attachments



Adding a New Attachment

1. Click **Add Attachment**.

Attachments

Upload Date ↑ Upload By ↑ Source ↑ Case ID ↑ Type ↑ Visibility ↑ Attachment ↑ Description ↑ Filter

There are no attachments

2. Click **Browse for file** and navigate to the applicable file for upload.
3. Select the applicable attachment type.
4. Click **Upload**.

Add Attachment

Upload File Internal Only

Drag and drop to upload or [Browse for file](#)

Test Sample.pdf

Type Of Attachment (required)

Bidding Instructions Final Judgement

Copy of Check / Proceeds Other (Specify Below)

Cancel Upload

Uploaded documents are displayed in the **Attachments** tab.

Attachments

Upload Date ↑ Upload By ↑ Source ↑ Case ID ↑ Type ↑ Visibility ↑ Attachment ↑ Description ↑ Filter

| Upload Date | Upload By | Source | Case ID | Type | Visibility | Attachment | Description |
|-------------|-----------|--------|---------|------------------|------------|-----------------|-------------|
| 10/16/2023 | bBuraj | TPS | 56584 | FileType is null | Y | Test Sample.pdf | |

Add Attachment

NOTE: To attach a document other than the ones specified, select **Other** and enter the description of the document in the field provided. Click **Upload**.

Add Attachment

Upload File Internal Only

Drag and drop to upload or [Browse for file](#)

Test Sample.pdf

Type Of Attachment (required)

Bidding Instructions Final Judgement

Copy of Check / Proceeds Other (Specify Below)

Description

Attached document is a TEST document to demonstrate attachment of Type = Other

Max Length in 100 characters

Cancel Upload



NOTE: The description of the uploaded document displays.

| Upload Date ↑ | Upload By ↑ | Source ↑ | Case ID ↑ | Type ↑ | Visibility ↑ | Attachment ↑ | Description ↑ |
|---------------|-------------|----------|-----------|------------------|--------------|---------------------------------|--|
| 10/16/2023 | | TPS | 56584 | FileType is null | Y | Test Sample.pdf | |
| 10/16/2023 | | TPS | 56584 | FileType is null | Y | Test Sample.pdf | Attached document is a TEST document to demonstrate attachment of Type = Other |

View Attachments

1. Click on the **Attachment** hyperlink to view and/or save the document.

| Upload Date ↑ | Upload By ↑ | Source ↑ | Case ID ↑ | Type ↑ | Visibility ↑ | Attachment ↑ | Description ↑ |
|---------------|-------------|----------|-----------|------------------|--------------|---------------------------------|--|
| 10/16/2023 | | TPS | 56584 | FileType is null | Y | Test Sample.pdf | |
| 10/16/2023 | | TPS | 56584 | FileType is null | Y | Test Sample.pdf | Attached document is a TEST document to demonstrate attachment of Type = Other |

Change Log Tab

The **Change Log** tab displays the history of changes made on critical data attributes.

| Created Date | Created By | Case ID | Type of Change | From | To |
|--------------|---------------|---------|--|------|------------|
| 09/26/2024 | Quicken Admin | 62680 | Bulk Update-FCL Bid Amount | | 100.0 |
| 09/26/2024 | Quicken Admin | 62680 | Bulk Update-Judgement Amount | | 102.0 |
| 09/26/2024 | Quicken Admin | 62680 | Bulk Update-Servicer TPS Proceeds Deposit Date | | 09/26/2024 |

User Management

System Notifications

The Property 360 TPS application sends an email notification(s) to user(s) that have the TPS decision role for any new activity or for aged cases. This email notification provides a summary/count of loans onboarded per status queue.

NOTE: Users are automatically enrolled to receive notifications when a profile is created.





Weekly Notification

Weekly notifications are sent every Monday. This email includes the count of Fannie Mae loan numbers that have an exception(s) in the Open or Open-Delayed Proceeds status and are aged greater than seven (7) calendar days.

NOTE: The weekly notification includes a line item with the count of open exceptions that needs to be reviewed by the servicer.

Fannie Mae Property360 TPS Weekly Notification for Open Exceptions 11-11-2024

 DoNotReply@fanniemae.com
To: [Redacted]

 You forwarded this message on 11/12/2024 7:44 AM.

Hello P360 TPS User,

Below count indicates Third Party Sale (TPS) cases that have unresolved exceptions and aged greater than 7 calendar days:

Count of TPS Cases with Open Exceptions that need to be reviewed/addressed by Servicer= 442

Please login to Property360 application (<https://property360.fanniemae.com>) to review and/or take appropriate action to resolve the exception(s). For reference, the Job Aid for Property360 Liquidation Reconciliation Services (TPS) can be found at: <https://singlefamily.fanniemae.com/media/document/pdf/property-360-third-party-sale-user-guide>

This mail is sent from an unmonitored mailbox, please DO NOT reply to this mail. If you have any questions regarding this mail or its contents, please email: claims_npdc@fanniemae.com

This e-mail and its attachments are confidential and solely for the intended addressee(s). Do not share or use them without Fannie Mae's approval. If received in error, delete the message and contact the sender.

Monthly Notification

Monthly notifications are sent on the first Monday of every month. This email includes the count of Fannie Mae loan numbers that have unresolved exceptions related to Missing/Delayed TPS Proceeds and/or Missing Documents and are aged greater than thirty (30) calendar days.

NOTE: The monthly notification includes a line item with the count of open exceptions that needs to be reviewed by the servicer.

From: DoNotReply@fanniemae.com <DoNotReply@fanniemae.com>
Sent: Thursday, November 7, 2024 1:22:59 PM
To: [Redacted]
Subject: Fannie Mae Property360 TPS Monthly Notification for Aged Exceptions on TPS Proceeds and Docs 11-07-2024

Hello P360 TPS User,

Below count indicates Third Party Sale (TPS) cases that have unresolved exceptions related to Missing/Delayed TPS Proceeds and/or Missing Documents and aged greater than 30 calendar days:

Count of TPS Cases with Missing/Delayed TPS Proceed = 16

Count of TPS Cases with Missing/Additional Documents requested = 82

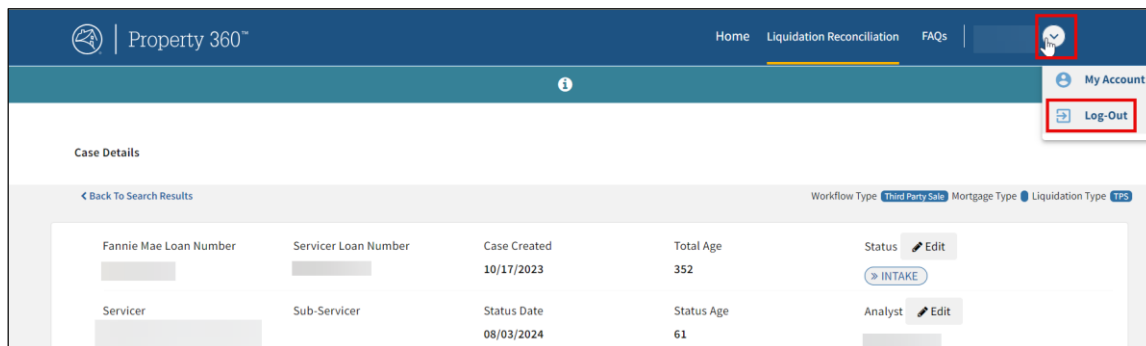
Please login to Property360 application (<https://property360.fanniemae.com>) to review and/or take appropriate action to resolve the exception(s). For reference, the Job Aid for Property360 Liquidation Reconciliation Services (TPS) can be found at: <https://singlefamily.fanniemae.com/media/document/pdf/property-360-third-party-sale-user-guide>

This mail is sent from an unmonitored mailbox, please DO NOT reply to this mail. If you have any questions regarding this mail or its contents, please email: claims_npdc@fanniemae.com

This e-mail and its attachments are confidential and solely for the intended addressee(s). Do not share or use them without Fannie Mae's approval. If received in error, delete the message and contact the sender.

Logging out of Property 360

1. Click the drop-down arrow located in the upper-right corner of the screen.
2. Click **Log Out**.



The screenshot shows the Property 360 application interface. In the top right corner, there is a user profile icon with a dropdown arrow. The dropdown menu is open, showing options for 'My Account' and 'Log-Out'. The 'Log-Out' option is highlighted with a red box. Below the navigation bar, there is a 'Case Details' section with a table of loan information.

| Fannie Mae Loan Number | Servicer Loan Number | Case Created | Total Age | Status | Edit |
|------------------------|----------------------|--------------|------------|------------|--------|
| [Redacted] | [Redacted] | 10/17/2023 | 352 | INTAKE | [Edit] |
| Servicer | Sub-Servicer | Status Date | Status Age | Analyst | Edit |
| [Redacted] | [Redacted] | 08/03/2024 | 61 | [Redacted] | [Edit] |



Appendix

TPS Case Search Fields

TPS case search fields that can be used individually or in combination.

Fields with an asterisk (*) display information relevant to internal Fannie Mae users only.

| Search Fields | Description |
|------------------------------------|--|
| Analyst | Users can search by the name of the internal Fannie Mae Analyst assigned to the case. |
| Case Phase/Case Status | The Case Phase must be chosen prior to selecting a Case Status. The Case Status is conditional to each of the Case Phase. |
| Completed Date | The date the TPS case was completed. |
| Completion Phase* | |
| Exception Type / Exception Subtype | Exception Type must be chosen prior to selecting an Exception Subtype. Exception Subtype is conditional to each of the Exception Types selected. NOTE: Refer to the Exception Types table . |
| Fannie Mae Loan Number | 10-digit Fannie Mae loan number |
| Follow Up Date | The date selected to follow up on the TPS case. |
| Liquidated Date | The date when the loan was liquidated from Investor Reporting. |
| Parent Entity Name* | Assigned servicer name |
| Pre-Recon Phase | Inactive |
| Pre-Recon Phase | Intake |
| Recon Phase | 90-day claim period |
| Recon Phase | Recon ready |
| Recon Phase | Recon in Progress |
| Recon Phase | On hold - additional documents requested |
| Recon Phase | On hold - Partial sales proceeds |
| Recon Phase | On hold - Pending 571 |
| Recon Phase | On hold - Pending loan Re-add |
| Recon Phase | Servicer billed |
| Recon Phase | Reconciled |
| Recon Phase* | Awaiting Recon Manager approval |
| Recon Phase* | Awaiting Recon Director approval |
| Recon Phase* | Awaiting Recon VP approval |
| Recon Phase* | Recon approval Denied |
| Reconciled Date | The date when the TPS case was reconciled. |
| Search by Date / From Date/To Date | Search by Date field must be selected prior to selecting the From and To Date. From and To Date is conditional to the Search by Date field. |
| Servicer Loan Number | Servicer assigned loan number |
| Workflow Tools | Missing Documents Follow Up Date is in the Past - This work queue displays cases where the follow up date on the missing docs exception is in the past. |
| Workflow Tools | Delayed Proceeds Follow Up Date is in the Past - This work queue displays cases where the follow up date on delayed proceeds exception is in the past. |



| | |
|----------------|---|
| Workflow Tools | Messages in Open/Acknowledged Status - this workflow displays messages in the following statuses: New, Acknowledged, Awaiting Servicer Response, and Reopened. |
| Workflow Tools | Messages Recently Closed - this workflow displays messages in completed status. |
| Workflow Type | Government Claims |
| Workflow Type | Third Party Sale |

| Field Names | Description |
|---------------------|---|
| Age | Number of days the case is in the current Status |
| Analyst | Fannie Mae Analyst assigned to the TPS Case |
| Bid Type | Displays Bid Type on the TPS Case |
| Fannie Mae Loan No. | Displays Fannie Mae loan number |
| Follow Up Date | Not applicable |
| Liquidation Type | Displays Type of Liquidation |
| Servicer Name | Name of the Servicer on the loan |
| State | Displays the geographical state where the property is located |
| Status | Current Status of the TPS case. |
| Sub-Servicer Name | Name of the Sub-Servicer on the loan (if applicable) |
| Workflow Type | Displays type of Fannie Mae loan |

Workflow Type * (required)
 Third Party Sale

Fannie Mae Loan Number

Servicer Loan Number
 Service Loan Number

Parent Entity Name
 Select Parent Entity Name(s)

Case Phase
 Select

Case Status
 Select

Workflow Tools
 Select

Exception Type
 Select

Exception Subtype
 Select

Analyst
 Select

Search by Date
 Select

From Date
 MM/DD/YYYY

To Date
 MM/DD/YYYY

Clear Filters Apply Search Filters

Search Result [Download XLS](#)

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|----------------------|----------------------|-------------------|------------------|--------|-----|----------------|------------------|------------|-------|----------------------|
| <input type="text"/> | <input type="text"/> | | Third Party Sale | INTAKE | 61 | | TPS | Total Debt | CT | <input type="text"/> |



Common Features on Search Screen

| Feature | Description |
|---------------------------|--|
| Apply Search Filters | Click Apply Search Filters to filter information across multiple column headings. |
| Clear Filters | Click Clear Filters to remove the filter. |
| Download XLS | Download select or all loans in an Excel format. |
| Page scrolling pagination | Displays when the number of records exceeds 10. Allows user to scroll through pages |

Workflow Type * (required)
Third Party Sale

Fannie Mae Loan Number

Servicer Loan Number
Service Loan Number

Parent Entity Name
Select Parent Entity Name(s)

Case Phase
Select

Case Status
Select

Workflow Tools
Select

Exception Type
Select

Exception Subtype
Select

Analyst
Select

Search by Date
Select

From Date
MM/DD/YYYY

To Date
MM/DD/YYYY

Clear Filters Apply Search Filters

Download XLS

Search Result

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---------------------|---------------|-------------------|------------------|--------|-----|----------------|------------------|------------|-------|---------|
| | | | Third Party Sale | INTAKE | 61 | | TPS | Total Debt | CT | |

Search by Date
Select

From Date
MM/DD/YYYY

To Date
MM/DD/YYYY

Clear Filters Apply Search Filters

Download XLS

Search Result

| FANNIE MAE LOAN NO. | SERVICER NAME | SUB-SERVICER NAME | WORKFLOW TYPE | STATUS | AGE | FOLLOW-UP DATE | LIQUIDATION TYPE | BID TYPE | STATE | ANALYST |
|---------------------|---------------|-------------------|------------------|--------|-----|----------------|------------------|------------|-------|---------|
| | | | Third Party Sale | INTAKE | 61 | | TPS | Total Debt | CT | |

1 - 1 of 1

Editable Fields

Refer to the table below for a list of editable fields in the Property 360 TPS application.

| Field Name | Details |
|--------------------------------|----------------------------------|
| Attorney Reported FCL Date | Required field – cannot be blank |
| Bid Type | Required field – cannot be blank |
| FCL Bid Amount | Required field – cannot be blank |
| Foreclosure Attorney | Required field – cannot be blank |
| Foreclosure Attorney Email | Required field – cannot be blank |
| Foreclosure Attorney Telephone | Required field – cannot be blank |



| | |
|------------------------------------|---|
| Foreclosure Type | Required field – cannot be blank |
| Judgement Amount | Required field 'IF' Foreclosure Type = Judicial |
| Servicer TPS Proceeds Deposit Date | Optional |
| Successful Bid Amount | Required field – cannot be blank |

Data Attributes on Case Details Screen

| Field Name | Description |
|-------------------------|---|
| Analyst | Fannie Mae Analyst assigned to the TPS Case |
| Bid Type | Displays Bid Type on the TPS Case |
| Case Created | Date the TPS case was created |
| Delayed Proceeds Reason | Displays the reason for the Delay in Remittance of the Sales Proceeds to Fannie Mae |
| Fannie Mae Loan Number | Displays Fannie Mae loan number |
| Follow Up Date | Not Applicable |
| Foreclosure Type | Displays Foreclosure Type (Judicial or Non-Judicial) |
| On Hold Reason | Displays the reason for the Sale Reconciliation to be On Hold |
| Servicer Loan Number | Displays servicer loan number |
| Servicer | Displays Servicer ID and Servicer Name on the loan |
| Status Age | Age of the TPS case in its current status |
| Status Date | Date the TPS Case moved to its current status |
| Status | Current status of the TPS case |
| Sub-Servicer | Displays Sub-Servicer ID and Sub-Servicer Name on the loan, if applicable |
| Total Age | Age of the TPS case from case creation date |

Case Details

[← Back To Search Results](#) Workflow Type Third Party Sale Mortgage Type Liquidation Type TPS

| | | | | |
|------------------------|----------------------|----------------|----------------|--|
| Fannie Mae Loan Number | Servicer Loan Number | Case Created | Total Age | Status ✎ Edit |
| [REDACTED] | [REDACTED] | 10/17/2023 | 352 | » INTAKE |
| Servicer | Sub-Servicer | Status Date | Status Age | Analyst ✎ Edit |
| [REDACTED] | [REDACTED] | 08/03/2024 | 61 | [REDACTED] |
| Bid Type | Foreclosure Type | Follow Up Date | On Hold Reason | Delayed Proceeds Reason |
| Total Debt | Non-Judicial | | | |

▼ Show Additional Details

Exception Types

Exception type messages and the business rules validations.

| Exception Type | Exception Code | Exception Message Displayed | Recommended Servicer Action | Override Requestable By Servicer | Overridable By Internal User |
|-----------------------------|----------------|---|--|----------------------------------|------------------------------|
| Case Creation and Pre Recon | 201 | Loan reported as Third Party Sale in DRA but not liquidated with Action Code 71 in Investor Reporting | Submit LAR 71 in SIR OR Request the Attorney to Cancel Foreclosure Sale Reporting in DRA, as appropriate | N | Y |
| Case Creation and Pre Recon | 207 | Foreclosure Sale Date is missing | Update the Attorney Reported FCL Date from the Foreclosure Sale Information screen. | N | Y |



| | | | | | |
|-----------------------------|-----|--|--|---|---|
| Case Creation and Pre Recon | 209 | Foreclosure Bid Amount reported by Servicer is missing | Update the FCL Bid Amount from the Foreclosure Sale Information screen. | N | Y |
| Case Creation and Pre Recon | 208 | Successful Bid Amount is missing | Update the Successful Bid Amount from the Foreclosure Sale Information screen. | N | Y |
| Case Creation and Pre Recon | 212 | Judgement Amount is missing | Update the Judgement Amount from the Foreclosure Sale Information screen. | N | Y |
| Case Creation and Pre Recon | 206 | Foreclosure Sale Bid Type is missing | Update the Bid Type from the Foreclosure Sale Information screen. | N | N |
| Case Creation and Pre Recon | 213 | Foreclosure Attorney info is missing | Update the Foreclosure Attorney information (Attorney Firm Name, Email Address and Phone Number) from the Foreclosure Attorney screen. | N | Y |
| Case Creation and Pre Recon | 215 | Liquidation Date mismatch | Re-instate the loan to SIR, update the Liquidation Date and Submit LAR 71 in SIR. | N | Y |
| Case Creation and Pre Recon | 216 | Liquidation month mismatch | Re-instate the loan to SIR, update the Liquidation Date and Submit LAR 71 in SIR OR Request the Exception to be overridden, as appropriate. | Y | Y |
| Sales Recon | 306 | Loan awaiting Reinstatement (re-add) by Servicer | Re-instate the loan to SIR, update/correct the appropriate loan attribute in SIR and Submit LAR 71 in SIR OR Request the Exception to be overridden, as appropriate. | Y | Y |
| Case Creation and Pre Recon | 217 | Missing Third Party Sale Proceeds (Remit Code 311 or 314) | Remit Third Party Sales Proceeds (Remit Code 311) OR Request the Exception to be overridden, as appropriate. | Y | Y |
| Sales Recon | 305 | Partial sales proceeds | Remit the remainder of the Third Party Sales Proceeds (Remit Code 311) OR Request the Exception to be overridden, as appropriate. | Y | Y |
| Sales Recon | 302 | Missing Third Party Sale Proceeds (Remit Code 311 and 314) while case is in RECONCILIATION phase | Remit Third Party Sales Proceeds (Remit Code 311) OR Request the Exception to be overridden, as appropriate. | Y | Y |



| | | | | | |
|-----------------------------|-----|--|---|---|---|
| Case Creation and Pre Recon | 219 | Missing documents - initial TPS document submission | <p>Upload the required documents in the Attachments screen.</p> <ul style="list-style-type: none"> If Foreclosure Type = Judicial, Bidding Instructions, Copy of Check/Proceeds AND Final Judgement are required. For all other foreclosure types, only Bidding Instructions and Copy of Check/Proceeds are required. <p>OR Request the Exception to be overridden, as appropriate.</p> | Y | Y |
| Sales Recon | 307 | Additional Supporting docs (provide supporting docs on detailed expenses incurred during sale, etc.) | <p>Upload the requested additional documents in the Attachments screen OR Request the Exception to be overridden, as appropriate.</p> | Y | Y |
| Sales Recon | 304 | Servicer Billing exist in Pending status in Fannie Mae Invoicing | <p>Review the Servicer Billing in Fannie Mae Invoicing system and take appropriate action OR Request the Exception to be overridden, as appropriate.</p> | Y | Y |
| Case Creation and Pre Recon | 202 | Active REO case exists | <p>If loan is Third Party Sale, request the REO to be eliminated OR if loan is REO: 1. Re-instate the loan to SIR and Submit LAR 71 in SIR OR 2. Request the Attorney to update Foreclosure Sale Reporting in DRA OR Request the Exception to be overridden, as appropriate.</p> | Y | Y |
| Case Creation and Pre Recon | 214 | Active DARTS case exists | <p>If loan is Third Party Sale, request the active Loss Mitigation Workout case to be Cancelled OR if loan is actively undergoing Loss Mitigation Workout: 1. Re-instate the loan to SIR OR 2. Request the Attorney to</p> | N | Y |



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|-----------------------------|-----|-----------------------------|---|---|---|
| | | | update Foreclosure Sale Reporting in DRA | | |
| Case Creation and Pre Recon | 225 | Foreclosure Type is missing | Update the Foreclosure Type from the Foreclosure Sale Information screen. | N | Y |