**Mortgage Documents**

**Multistate Deed of Trust Assignment -- Single Family -- Fannie Mae UNIFORM INSTRUMENT (Form 3743)**

**Type of Instrument Instrument Revision Date**

Assignment of Deed of Trust 07/2021

**Instrument Last Modified Summary Page Last Modified**

N/A N/A

**Printing Instructions**

The PDF document must be printed on letter size paper, using portrait format.

**Use This Document For**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| State | Lien Type | Product Type | Property Type | Occupancy Type |
| **All Deed of Trust States** | **First** | **All** | **All, except cooperatives** | **All** |

**Required Changes**

The following changes MUST always be made to this document:

None

**Authorized Changes**

The following changes MAY be made to this document at the lender’s option or MUST be made under certain circumstances only:

1. Lenders MAY make any textual spacing adjustments that are needed to accommodate information that is pertinent to a specific mortgage -- for example, to list the names of all borrowers when a number of individuals sign the security instrument -- or to delete explanatory parentheticals or excess lines (such as extra witness lines or attest lines that are not required). Lenders MAY place the acknowledgement on a separate 8½" X 11" page or print the form as an 8½" X 14" page (if permitted by the local jurisdiction).

1. Lenders MAY insert the appropriate acknowledgment in the blank space after the signature lines as documents for individual mortgages are prepared or MAY print specific forms bearing the appropriate acknowledgment(s) in advance for use as the need arises.

3. Lenders MUST add “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Town” before the words “\_\_\_\_\_\_\_\_\_\_\_\_\_ County” in the first paragraph (after the language that follows the legal description of the property) and provide information about both the Town and County (if applicable), if the security property is located in Alaska.

4. Lenders MUST change the side and bottom margins as follows, if the security property is located in Arizona: Left & Right: .5″; Bottom: .5″. Lenders MUST also reserve a space on the left side of the top margin on the first page for the name and return address of the party requesting recordation, with the space extending no more than 3.5″ across the page.

1. Lenders MUST reference the “Instrument Number” instead of the “Book” and “Page” numbers in the first paragraph (after the language that follows the legal description of the property), if the security property is located in California. Lenders MUST also change the margins as follows: Top: 2.5″; Left & Right .5″; Bottom: .5″. Lenders MUST also reserve a space on the left side of the top margin on the first page a 3.5″ X 2.5″ space for the name and return address of the party requesting recordation.
2. Lenders MUST include the street address of the property immediately before or after the legal description, if the security property is located in Colorado.
3. Lenders MUST substitute the following language for the “In Witness Whereof” cause that precedes the signatures, if the security property is located in the District of Columbia:

IN TESTIMONY HEREOF, the undersigned has on this \_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_, caused these presents to be signed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, its \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and attested by its secretary, and its corporate seal to be affixed and does hereby appoint \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ its true and lawful attorney-in-fact to acknowledge and deliver these presents as its act and deed.

1. Lenders MUST change the margins as follows, if the security property is located in Nebraska: Top: 2.5″; Left & Right .5″; Bottom: .5″. Lenders MUST also reserve on the right side of the top margin on the first page a 6.5″ X 2.5″ space for recording information.
2. Lenders MUST reserve on the right side of the bottom margin of the first page a 6.5″ X 2.5″ space for recording information, if the security property is located in Nevada. However, if the security property is located in Carson County, the reserved space must measure 4″ X 4″, and, if the security property is located in Washo County, the reserved space must measure 3.5″ X 3.5″.
3. Lenders MUST reserve on the right side of the bottom margin of the first page a 3.25″ X 3.25″ space for recording information, if the security property is located in Washington County, Oregon. Lenders MUST also place the “Recording Requested By/Return To” language on the first page, if they extend the assignment to two pages.
4. Lenders MUST place the “Prepared By” language on the first page, if they extend the assignment to two pages and they also MUST insert the following language before the “In Witness Whereof” clause that precedes the signatures, if the security property is located in Tennessee and the lender believes the tax is due:

Maximum principal indebtedness for Tennessee recording tax purposes is $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

1. Lenders MUST include in the text a reference to both Notes for a mortgage that is subject to the Texas Veterans Housing Assistance Program, if the security property is located in Texas.

13. Lenders MUST substitute the word “Commonwealth” for the word “State” wherever it appears in the first paragraph, if the security property is located in Virginia. Lenders MUST also reference in the first paragraph both the original lender and the trustee.

14. Lenders MUST place the “Prepared By” language on the last page when they extend the assignment to a second page and the assignment is to be submitted for recordation, if the security property is located in West Virginia.

15. Lenders MAY make any additional modifications that are required to comply with county recording requirements and to assure that the assignments continue to conform to state law (including the incorporation of any new requirements).

16. Lenders MAY delete the words “IN WITNESS WHEREOF” in jurisdictions where the witness signature block is not required.

**Other Pertinent Information**

Any special instructions related to preparation of this document, use of special signature forms, required riders or addenda, etc. are discussed below.

1. Lenders may use this assignment form in most jurisdictions that use a Deed of Trust as the security instrument. It must be used in those jurisdictions that require the legal description of the property to be included in the assignment.

2. Lenders should print this form in 10-point type on one side of an 8½" X 11" page (although lenders may use an 8½" X 14" page if more space is needed and the applicable jurisdiction accepts pages of that size). The standard margins for this form are 2" at the top and 1" at the bottom and on both sides. If a state (or local recording jurisdiction) does not specify a particular margin, the standard margin(s) should be used.

3. Lenders should insert in the blank preceding the word “Records” in the latter part of the first paragraph (after the language that follows the legal description of the property) the official name of the records in which the security instrument is recorded in the applicable jurisdiction -- such as “Official,” “Land,” or “Real Property”.

4. Lenders should not insert information in the space for “Recording Requested By/Return To” (since we will enter that information if we decide to record the assignment at a later date).

5. Lenders should have one of their officers who is authorized to execute documents on the lender’s behalf sign the Attest line, if the local jurisdiction requires an “attest” signature.

6. Lenders should check with the local recording jurisdiction to determine if Acknowledgement (which is sometimes referred to as notarization) of the assignment is required. If required, the Acknowledgement should be inserted in the space reserved for it.