



## Multifamily Mortgage Business Lender Letter 17-14

October 9, 2017

**To:** Multifamily Lenders  
**From:** Nancy Atwell, Vice President for Multifamily Target State and MBS Management  
**Subject:** New Multifamily Rent Roll Collection Application and Rent Roll Template

### Highlights

Effective October 30, 2017, the Multifamily Rent Roll Collection application will replace the eRents™ system as the repository for Multifamily rent roll data submitted electronically by the Lender to Fannie Mae.

### Changes

As announced during the monthly Fannie Mae Operations Lender Forum, effective October 30, 2017, the new Multifamily Rent Roll Collection application is replacing the eRents™ system and must be used by Lenders to submit Multifamily rent roll data electronically to Fannie Mae. The new Multifamily Rent Roll Collection application will improve the Mortgage Loan committing and delivery processes by enhancing and simplifying rent roll data collection. The new application also requires the use of a new Multifamily Rent Roll Template, replacing the current eRents upload template. Lenders will access the new application via the Multifamily Committing & Delivery (C&D™) system and the Multifamily Structured Facility Management System (MSFMS) system, using the same process currently in place, with no separate access required.

The Multifamily Rent Roll Template aligns with the Commercial Mortgage Industry Standards Maintenance Organization (CMISMO) rent roll standard format, and enables Lenders to submit data in the format received. Key benefits of the Multifamily Rent Roll Template include:

- the elimination of the need to roll-up and/or summarize data;
- data validations occurring at the time of data submission;
- real-time notification of the status on the submission of rent roll data; and
- ability to view submission history.

### Job Aid and Lender Training

To assist Lenders in this transition, a new job aid, [Multifamily Rent Roll Template Lender Guidance](#), has been published on the “Learning Center” page of [fanniemae.com](#). The job aid includes a link to the Multifamily Rent Roll Template, as well as an initial set of definition and guidance documents.

Training sessions will be available on October 10th, 17th, and 19th, covering multiple topics including Rent Roll Collection. Lenders are welcome to attend one or multiple sessions. Lenders should already have received the training invitations and information.



## Effective Dates

Effective October 30, 2017, the new Multifamily Rent Roll Collection application and associated Multifamily Rent Roll Template must be used by Lenders for all Mortgage Loan deliveries using C&D.

The effective date of the Rent Roll application and Template for all Mortgage Loan deliveries using MSFMS is expected to be in December 2017. Additional details on the transition from eRents to the new application for mortgage loans using MSFMS will be announced next month.

## Questions

Please contact Beth Redmond at 703-833-8677, or [elizabeth\\_a\\_redmond@fanniemae.com](mailto:elizabeth_a_redmond@fanniemae.com), with any questions.

## Associated Documents

- [Job Aid: Multifamily Rent Roll Template Lender Guidance](#)
- [Multifamily Rent Roll Template](#)