



Multifamily Mortgage Business Lender Letter 18-06

July 24, 2018

To: Multifamily Lenders
From: Bob Simpson, VP, Multifamily Affordable and Green Business
Subject: Lender Letter 18-06 | Business Form Updates for Green Mortgage Loans

HIGHLIGHTS

Effective July 25, 2018, Fannie Mae will update the following business forms for underwriting Green Mortgage Loans:

- Form 4099 – Instructions For Performing A Multifamily Property Condition Assessment;
- Form 4099.H – Analysis Tool for a High Performance Building Report; and
- Form 4250 – Green Building Certifications.

Business Form Updates for Green Mortgage Loans

As a part of Fannie Mae's continuing focus on green lending to enhance financial and environmental sustainability, and extend the useful life of all multifamily housing stock financed by our Lender partners, updates and clarifying edits are being made to the following business forms needed to underwrite Green Mortgage Loans:

- Form 4099 – Instructions For Performing A Multifamily Property Condition Assessment;
- Form 4099.H – Analysis Tools for a High Performance Building Report; and
- Form 4250 – Green Building Certifications.

To increase efficiency in performing the High Performance Building module, Form 4099 and Form 4099.H are being updated to include:

- clarified guidance for non-contiguous parcels, assessing the potential for on-site renewable energy, and other items;
- refined data collection options;
- new sections for in-place or recommended solar photovoltaic data; and
- additional automated quality control checks.

Form 4250 is also being updated to reflect changes in the Green Building Certifications recognized by Fannie Mae, specifically:



- adding 5 new certifications;
- removing 2 certifications;
- clarifying the names and accepted versions of certain certifications; and
- assigning a “Certification Level” to each recognized certification.

Effective Date

This Lender Letter is effective for:

- High Performance Building Reports or HPB Modules engaged on or after July 25, 2018; and
- Commitments on or after July 25, 2018 for Mortgage Loans secured by a Property with a Green Building Certification.

Contact Us

Please contact Karyn Sper at karyn_sper@fanniemae.com, or (202) 752-1023, with any questions.

Associated Documents

The clean versions of the Business Forms will be available at fanniemae.com/multifamily on the effective date.

- Form 4099 – Instructions For Performing A Multifamily Property Condition Assessment ([Blacklined Version](#))
- Form 4099.H – Analysis Tools for a High Performance Building Report
- Form 4250 – Green Building Certifications ([Blacklined Version](#))