



## Establishing an Account with the Capital Markets Sales Desk

To open an account and establish a trading line with the Sales Desk, follow these steps.

1. Call the Trading Desk at 1-800-752-0257 or 202-752-6621 and state that you want to establish a trading relationship with the Desk.
2. Provide your name and title, as well as your company's name and address.

The Desk's Account Executive will ask you a series of questions to better understand your trading needs. You will then be asked to send the Desk an officer's certificate or a corporate resolution of personnel authorized to trade on your company's behalf, your wire instructions, most recent audited financials, and, if you are not an approved Fannie Mae Seller/Service, our Customer Agreement.

If you plan to take advantage of the Sales Desk's early funding options or additional services, agreements may be needed, as appropriate.

3. Send the necessary documents and executed agreements, if applicable, to the Sales Desk.
4. Complete a Mortgage Bankers' Financial Reporting [Form, Form 1002 \(interactive PDF\)](#).