



Fannie Mae®

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# Multifamily Selling and Servicing Guide

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## Section 103

### Property Check

#### Requirements

When you register a Mortgage Loan in DUS Gateway or submit a Transfer/Assumption in the MAMP, you must:

- use Property Check to search the primary Property address(es) (including those identified in [Part II, Chapter 1: Attributes and Characteristics, Section 102: Multiple Properties](#)); and
- receive a “Based on the address entered, you may proceed processing the transaction involving this property.” response for each address entered.

#### Guidance

Fannie Mae monitors all Property Check search details.

#### Operating Procedures

The Property Check application is available at <https://multifamily.fanniemae.com/applications-technology/property-check>.

Property Check Frequently Asked Questions	
Question	Answer
What information do you need to perform a Property Check?	You must enter the Property's <ul style="list-style-type: none"><li>• Street Address,</li><li>• City,</li><li>• State, and</li><li>• Zip Code.</li></ul>
How does Property Check respond?	You will receive a response similar to: <ul style="list-style-type: none"><li>• "Based on the address entered, you may proceed processing the transaction involving this property.";</li></ul> or <ul style="list-style-type: none"><li>• "Do not continue processing the transaction involving this property without contacting Fannie Mae at <a href="mailto:propertycheck_requests@fanniemae.com">propertycheck_requests@fanniemae.com</a>."</li></ul>



Property Check Frequently Asked Questions	
Question	Answer
What about confidentiality?	<p>You must:</p> <ul style="list-style-type: none"><li>• comply with the Property Check application confidentiality requirements; and</li><li>• establish procedures ensuring all Property Check responses remain confidential.</li></ul>



# Glossary

## D

**DUS Gateway** Multifamily pre-acquisition system, or any successor systems, recording deal registration, Pre-Review and/or waiver tracking, Mortgage Loan Commitments, and decision records.

## M

**MAMP** Multifamily Asset Management Portal used to submit

- Property inspections,
- operating statements,
- requested modifications,
- asset management reports, and
- data corrections for loan or property attributes.

### **Synonyms**

- Multifamily Asset Management Portal
- MAMP's

**Mortgage Loan** Mortgage debt obligation evidenced, or when made will be evidenced, by

- the Loan Documents, or
- a mortgage debt obligation with a Fannie Mae credit enhancement.

### **Synonyms**

- Mortgage Loans
- Mortgage Loan's

## P



## Property

Multifamily residential real estate securing the Mortgage Loan, including the

- fee simple or Leasehold interest,
- Improvements, and
- personal property (per the Uniform Commercial Code).

### **Synonyms**

- Properties
- Property's

## T

## Transfer/Assumption

Transaction changing the ownership of the Borrower or Property.

### **Synonyms**

- Transfers/Assumptions