

This Desk Reference is presented to assist the user with identifying the most accurate Request Category and Request Type for the Borrower's requested action; thus avoiding the following identified common errors:

- a.) Using the Miscellaneous Request Category when there is a Request Type already available in the system.
- b.) Using an incorrect transfer request type.

Consent Request - Category and Type		Consent Request - Category and Type	
Transfers of Ownership		Bonds	
Transfer of Ownership / Assumption			Consent (Bonds)
Pre-approved Transfer		Collateral Releases	
Related Party Transfer			Release of Guaranty
Merger			Partial Release of Real Estate
Transfer of Ownership with Curtailment and re-amortization			Release of Monetary Collateral (except Rental Achievement or LOC)
Change to Multi-Asset Holdings			Stabilization review
Single Asset Entity to Multi Asset Entity			Release of Rental Achievement Escrow
Escrow Extensions / Modifications			Release of Replacement Reserve Escrow
Repair Escrow Extension			Release of Base Recourse
Repair Escrow Modification			Release of Debt Service Escrow
Replacement Reserve Modification			Release of Property from Cross Collateralization
Other Escrow Modification			Release of Property from Pool
Repair Escrow Implementation			Other Collateral Release (not performance based)
Replacement Reserve Implementation		Credit Enhancements	
Replacement Reserve Waiver			Rental Achievement Modification or Extension
Property			Credit Enhancement Modification
Property Management Change			Rental Achievement Liquidation of Collateral with Curtailment
Change to Property			Rental Achievement Liquidation of Collateral without Curtailment
Condemnation			LOC Issuer Exception Request
Condominium Overlay		Hedges	
Extension of Construction Phase			Interest Rate Cap Adjustment
O & M Modification			Interest Rate Cap Purchase
Hazard Losses			Substitution of Remarketing Agent
Hazard Loss Notification and Plan		Regulatory / Restrictive Covenants	
Hazard Loss Disbursement Request			Regulatory Agreement Change
Easements			Restrictive Covenant
Easement -- No Value Impact		Structured Transactions	
Easement -- Value Impact			Revolver Consent Request
Non-Disturbance/Cable Agreement			Revolver Collateral Release
Leases			Revolver Collateral Addition
Commercial Lease Review			Facility Commitment Increase
Drilling / Subsurface Rights Lease Review		Substitutions	
Subordinate Financing			Substitution of Real Property Collateral
Supplemental Loan -- Originated by Freddie Mac			Substitution of Monetary Collateral
Supplemental Loan -- Originated by Third Party Lender			Defeasance
Loan Modifications		Miscellaneous	
Other Loan Modification			Late Charge Waiver
Change of Payment due date			Forward Conversion
			Other