

**APM 20-08**

July 2, 2020

**MEMORANDUM FOR:** All Participants in Ginnie Mae Programs

**FROM:** Seth Appleton, Principal Executive Vice President

**SUBJECT:** Required Certification of MBFRF Quarterly Submissions

On February 12, 2020, the Mortgage Bankers' Financial Reporting Form (MBFRF) Consortium published an industry-wide letter announcing a certification requirement for each submission of unaudited quarterly financial statements effective with the reporting period ending September 30, 2020 (due October 31, 2020). To ensure industry alignment as well as the completeness and accuracy of the information shared through the MBFRF, Ginnie Mae is hereby incorporating this certification requirement into its Mortgage-Backed Securities Guide (MBS Guide).

Chapter 3, Part 7, Section B of the MBS Guide requires all non-supervised Issuers to submit unaudited quarterly financial statements via the web-based MBFRF (Form HUD-11750). Effective with the quarterly reporting period due on October 31, 2020, all Ginnie Mae Issuers subject to the MBFRF reporting requirement will need to certify the accuracy of the MBFRF data as follows.

For each quarterly MBFRF submission, the Issuer's chief executive officer, chief financial officer or equivalent will need to complete a new certification step as part of the electronic submission process whereby the officer will attest that:

*"By selecting this checkbox, I, the undersigned, certify that I am the CEO, CFO or equivalent and that the information contained herein is true and accurate to the best of my knowledge and belief, and that the unaudited financial statements were prepared in accordance with GAAP."*

The officer completing the certification for any Ginnie Mae Issuer must also be listed on the Issuer's Form HUD 11702, Resolution of Board of Directors and Certificate of Authorized Signatures that is in effect as of the date of the certification. Additional instructions detailing the new certification process will be made available at [www.mbfrf.org](http://www.mbfrf.org).

Chapter 3, Part 7, Section B of the MBS Guide is amended effective immediately in accordance with this memorandum. If you have any questions, please contact your Ginnie Mae Account Executive, the MBFRF Help Desk at 888-833-8689, option 1, or [techsupport@mbfrf.org](mailto:techsupport@mbfrf.org).

