

Introduction

Cash-Released XChange® Transferor Servicers have the option to select a preferred Document Custodian when selling mortgages to Freddie Mac through Loan Selling Advisor®. The preferred Document Custodian may be one of the following:

- Bank of New York Mellon (BNYM) (Freddie Mac's Designated Custodian)
- U.S. Bank, National Association (U.S. Bank)

Note: After you select a preferred document custodian, all Notes will be required to be certified by that custodian. Presently BNYM is the designated custodian for loans sold through the Cash-Released XChange.

In this document's discussion of Transfers of Servicing under the Cash-Released XChange program, the term Seller includes both its capacity as Seller of the Mortgage to Freddie Mac and the Transferor Servicer, and the term Servicer refer to the Transferee Servicer. The Seller assigns Servicing Contract Rights to the Servicer. Refer to the Glossary to the Freddie Mac *Single-Family Seller/Servicer Guide* (Guide) for definitions.

Topics Include

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[Example: Cash-Released XChange Preferred Document Custodian Request Form](#)

Request a Preferred Document Custodian

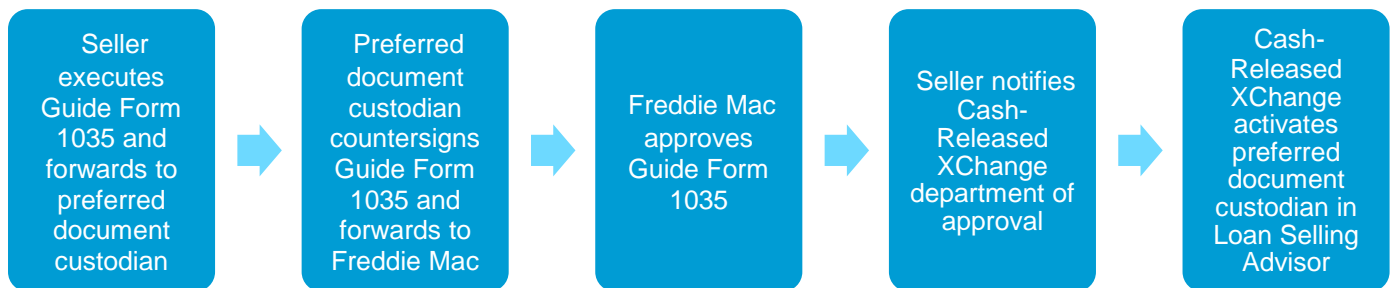
For Sellers that use BNYM, no further action is needed. However, if you want to use a preferred custodian other than BNYM, such as U.S. Bank, you must follow the steps below (Note: U.S. Bank is the only alternative to BNYM as Preferred Document Custodian at this time):

1. Execute Guide [Form 1035](#) (See Guide [Exhibit 43](#) for form type and custodial agreement # details). Guide [Form 1035](#) is the Tri-Party Agreement between Freddie Mac, a Document Custodian and a Seller/Servicer.
2. Forward the executed Guide [Form 1035](#), to the preferred custodian (See Guide [Exhibit 43](#) contact details).
3. The preferred document custodian must countersign it and submit it to Freddie Mac via email at institutional_eligibility@freddiemac.com for approval.
4. The Seller and preferred document custodian will be notified within three business days by Freddie Mac's Institutional Eligibility department of the approval of Guide [Form 1035](#).
5. Upon approval, the Seller must forward an executed [Preferred Document Custodian Request Form](#) along with a copy of the fully executed Guide [Form 1035](#) to Freddie_mac_servicing_released_executions@freddiemac.com. An example of the Preferred



Document Custodian Request Form is located on page four. The Seller (the sender of the request) will receive an email confirmation that the preferred custodian request was accepted and approved. Loans that are allocated to a contract after the approval confirmation will be assigned to the preferred document custodian.

Preferred document custodian requests are processed daily. All requests for new set up received by 5 p.m. EST will be activated within two business days. Requests received after 5 p.m. will be processed with the next business day's requests.



Pipeline Loans

Pipeline loans refers to loans in your Loan Selling Advisor loan pipeline that have not funded. Once approved for the preferred document custodian, all mandatory, unallocated, and uncertified loans where Guide [Form 1034E](#) has not been built, will be assigned to the preferred custodian. See the table below for additional information:

If loan disposition is...	What happens next?
Unallocated/Allocated and already Certified	Loans already certified by BNYM will remain with BNYM
Unallocated/Allocated AND Guide Form 1034E has not been built (not certified)	Upon allocation to a contract, the loan will automatically be assigned to the preferred document custodian
Allocated and Guide Form 1034E has been built but Note has not been certified	<p>Do the following:</p> <ol style="list-style-type: none"> 1. Edit Guide Form 1034E and remove the loan 2. Remove (deallocate) the loan from the contract 3. Unassign the document custodian through the Enter Settlement Details page 4. Re-allocate the loan to the contract 5. Rebuild Guide Form 1034E <p>Note: For eNote transactions, select Freddie Mac eVault for the custodian</p>



*Guide [Form 1034E, Custodial Certification Schedule](#)

All pipeline best efforts, servicing-released loans must proceed with the prior document custodian. However, if you want to switch to a preferred document custodian, you must withdraw the loan and wait 30 days to relock the contract.

Change a Preferred Document Custodian

If you want to change to a different preferred document custodian with which you have not executed Guide [Form 1035](#), follow the instructions in steps 1 – 5 above.

If you want to change to a preferred document custodian with which Form 1035 was already executed, follow the instructions in step 5 above.

Note: While you can sign up with all eligible preferred document custodians, for loans sold through the Cash-Released XChange, Loan Selling Advisor allows for one preferred document custodian at-a-time.

Custodial Fees

Custodial fees differ between document custodians. You will be provided with the preferred document custodian's custodial fee schedule upon execution of Guide [Form 1035](#).

Additional Resources

Refer to the following resources for more information:

- [Form 1035, Document Custodial Agreement: Single Family Mortgages](#)
- Guide [Exhibit 28A, Loan Purchase and Sale Agreement for Cash-Released XChange®](#)
- Cash-Released XChange Document Custodians, Guide [Exhibit 43](#)
- Guide Sections [2202.3](#), [6101.7](#), [6301.8](#), [6304.1](#), [7101.9](#)
- Guide [Directory 4](#)
- [Example of the Preferred Document Custodian Request Form](#)
- Guide Bulletins: [2021-25](#), [2021-27](#)

Note: The Cash Released XChange User Guide available via Loan Selling Advisor's SETTLEMENT menu includes the following:

- Chapter 3: How to Request a Preferred Document Custodian
- Chapter 12: Preferred Document Custodian Request form

If you have questions, please contact:

[Freddie mac servicing released executions@freddiemac.com](mailto:Freddie_mac_servicing_released_executions@freddiemac.com) or call the Customer Support Contact Center (800-FREDDIE).



Example: Cash-Released XChange Preferred Document Custodian Request Form

Cash-Released XChange[®] Preferred Document Custodian Request Form	
Seller Name	ABC Mortgage
Seller Identification Number (6-digit Seller ID)	010101
Contact Name	Jane Doe
Contact Phone Number	555-555-5555
Contact Email Address:	Janedoe@abcmortgage.com
Alternate Contact Information	John Doe Johndoe@abcmortgage.com
Preferred Document Custodian Name	Enter the Preferred Document Custodian's name as it displays on Exhibit 43

This information is not a replacement or substitute for the requirements in the *Freddie Mac Single-Family Seller/Service Guide* and your other Purchase Documents.

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