

# Condo Project Advisor<sup>®</sup>

PUBLIC | Posted 12/08/25

## December 2025 Release Notes

Condo Project Advisor<sup>®</sup> (CPA<sup>SM</sup>) Release Notes provide updates on enhancements to help you streamline the way you work and offer a summary of feedback messages.

### Seller Review Certification

#### Effective December 8

As announced in *Single-Family Seller/Service Guide* (Guide) [Bulletin 2025-13](#), CPA Seller Review Certification is an enhancement to the Project Assessment Request (PAR), adding an option for Sellers to submit a condominium project for ["Seller Certified" PAR status](#) through CPA.

Use the homeowner's association (HOA) questionnaire and project documents to answer project review related questions in the Seller Review Certification (SRC). CPA will determine if you can receive a CPA Feedback Certificate with a Seller Review Certification status for an established condominium project based on the data you entered.

The benefits of SRC include:

- Greater underwriting certainty: SRC helps you comply with the *Single-Family Seller/Service Guide* (Guide) prior to selling the loan to Freddie Mac.
- Centralized access: All CPA users within your organization can leverage the project's SRC.
- Time and cost savings: You don't need to provide project information if CPA assessed the project as compliant.

The new submission process begins with the Project Assessment Results page for certain projects. You'll be directed to the SRC page where you can submit the condominium project for certification. You can also manage your submissions on the Seller Review Certification Pipeline page.

From the Project Assessment Results Summary page, a Submit for Seller Review Certification button will appear to submit for an SRC if the project can be submitted for certification.

The screenshot shows the 'Results Summary' page in the Condo Project Advisor system. At the top, there are navigation tabs: 'Condo Project Advisor', 'PROJECT ASSESSMENT REQUEST', 'PROJECT WAIVER REQUEST', and 'OTHER LINKS'. A user ID 'Type PWRPCSPWR#' is visible in the top right. A red arrow points to a 'SUBMIT FOR SELLER REVIEW CERTIFICATION' button. Below this, a validation message states: 'Validate that the Project Name, Project Address, and Unit Count set forth below are accurate.' The page shows an 'INCOMPLETE ASSESSMENT' status. Key fields include: PROJECT ID (11/15/2025), PROJECT NAME, PROJECT ADDRESS, UNIT COUNT (64), and FEEDBACK CERTIFICATE (Yes). A section titled 'Requirements Not Assessed' contains a message: 'Project review and eligibility requirements not assessed by Condo Project Advisor.' Below this is a table with columns for CODE, MESSAGE, and GUIDE/BULLETIN REFERENCE. The table contains one entry: CPAT001, 'Incomplete processing. Condo Project Advisor is unable to assess this Condominium Project. Seller is responsible for all Condominium Project review and eligibility requirements as stated in the Guide.', and 5701. The bottom of the page shows '1 - 1 of 1 items' and navigation controls.



Previously submitted PARs that are eligible for SRC are identified on the Project Assessment Results page. A new column in the table indicates SRC eligibility as well as the expiration date of eligibility. You can also filter SRC eligible records with the new filter field.

The screenshot shows the 'Project Assessment Results' page. At the top, there are navigation tabs: 'Condo Project Advisor', 'PROJECT ASSESSMENT REQUEST', 'PROJECT WAIVER REQUEST', and 'OTHER LINKS'. A search bar contains 'Type PAR/PCS/PWR#'. Below this is a 'Project Assessment Results' header with a 'FILTER BY' dropdown. The filter section includes fields for Project Name, Seller Name, Street Name, Date Range (selected: 0 days), PAR #, Seller Service #, City, Feedback Certificate Generated (Yes/No), Eligible for PCS Review (Yes/No), Loan Product Advisor Key, Seller Loan #, State, ZIP, and Eligible for SRC Review (Yes/No). A red arrow points to the 'Eligible for SRC Review' filter field. Below the filters is a summary table:

TOTAL	PROJECT CERTIFIED	SELLER CERTIFIED	GREEN	YELLOW	INCOMPLETE	NOT ELIGIBLE	NOT ELIGIBLE UPDATE
3092	393	71	1626	319	614	69	36

Below the summary is a table of results. A red arrow points to the 'ELIGIBLE FOR SRC REVIEW' column in the table header. The table has columns: PAR#, PROJECT ID, PROJECT NAME, ADDRESS, SUBMITTED BY, DATE, SELLER NAME, SELLER LOAN #, LOAN PRODUCT ADVISOR KEY, ELIGIBLE FOR PCS REVIEW, ELIGIBLE FOR SRC REVIEW, STATUS, and FEEDBACK CERTIFICATE. A row is shown with PAR# PAR100004122, submitted on 11/24/2025, and status GREEN. The 'ELIGIBLE FOR SRC REVIEW' column shows 'Yes' with an expiration date of 12/24/2025.

The Seller Review Certification page includes a list of questions as well as the ability to upload project-related documents. Condominium project details will be carried over from the Project Assessment Results page. In the Seller Review Certification page, you can cancel, save or submit the request. Saved SRC's can be accessed through the Project Assessment Results Summary page or the Seller Review Certification Pipeline page.

The screenshot shows the 'Seller Review Certification' page. At the top, there are navigation tabs: 'Condo Project Advisor', 'PROJECT ASSESSMENT REQUEST', 'PROJECT WAIVER REQUEST', and 'OTHER LINKS'. A search bar contains 'Type PAR/PCS/PWR#'. The page title is 'Seller Review Certification' with 'CANCEL', 'SAVE', and 'SUBMIT' buttons. The form includes fields for Project Name, Street Name, City, State, ZIP, SRC #, Project ID, Unit Count (64), Loan Product Advisor Key, Seller Loan #, Submitted By, Submission Date, Last Updated By, Last Update, Status, Project TIN, HOA or Project Management Company Email, HOA Website Link, and Comments (2000 Characters Remaining). Below the form is a section for 'Project Details' with questions:

- Is the Condominium Project (all units, common elements, and amenities) and related facilities owned by any Master Association completed; and not subject to additional phasing? \* (Yes/No)
- Have at least 75% of the total units in the project conveyed to unit purchasers? \* (Yes/No)
- Are the unit owners in control of the homeowners association? \* (Yes/No)

The screenshot shows the 'Document Upload' section. It includes a warning: 'Please redact any Protected Personal Information, including Borrower-Identifying Information.' Below this are 'File Specifications':

- Allowed number of file(s): 30
- Maximum individual file size: 9 MB
- Allowed file format(s): PDF, JPG, DOC, DOCX, PNG, XLS, XLSX, TIF, TIFF, XPS
- Allowed file name format: Special Characters Are Not Permitted
- Restricted file format(s): EXE

A red arrow points to the 'Browse from your computer or drag and drop file(s) here' area. Below is a table of uploaded documents:

NAME	DOCUMENT CLASSIFICATION	FORMAT	SIZE	ACTIONS
xtbx	Financials	XLSX	17.43 KB	[Delete]

Below the table is a 'Documents' section with a list of required documents:

- HOA Full Questionnaire
- Condominium Project Addendum Form 476A or similar documentation
- Budget
- Project Financials
- Legal Documents (Declarations, by-laws, CCRs, etc.)
- Structural and/or mechanical inspections/reports
- Meeting Minutes
- Reserve Studies
- Letter of Explanation, and Other



## Seller Review Certification Summary

The Seller Review Certification Summary page will provide the review status along with each question and answer provided by the Seller, including details on which requirements passed or failed. If the SRC is Seller Certified, the CPA Feedback Certificate can be downloaded for your mortgage loan file.

**Seller Review Certification Summary**

SRC Number SRC10000137	Project ID [Redacted]	Project Name [Redacted]	Street Address [Redacted]	Unit Count 64
Seller Number [Redacted]	Seller Name [Redacted]	Seller Loan Number [Redacted]	Loan Product Advisor Key --	Pre-SRC PAR Status INCOMPLETE ASSESSMENT
Submitted By [Redacted]	Submission Date 11/24/2025	Status Seller Certified	Seller Certified Status Expiration Date 11/24/2026	
Project TIN --	HOA or Project Management Company Email --			
HOA Website Link --				
Comments --				

**Requirements Assessed by Seller and Failed**  
None

**Requirements Assessed by Seller and Passed**

**Project Details**  
Project Status Type  
Established  
Is the Condominium Project (all units, common elements, and amenities) and related facilities owned by any Master Association completed, and not subject to additional phasing?  
Yes  
Have at least 75% of the total units in the project conveyed to unit purchasers?  
Yes  
Are the unit owners in control of the homeowners association?  
Yes

FILE NAME	DOCUMENT CLASSIFICATION	UPLOADED BY	DOCUMENT SIZE	UPLOADED DATE	ACTIONS
[Redacted].docx	HOA Full Questionnaire	[Redacted]	19.67 KB	11/24/2025	[Download]
[Redacted].pdf	Budget	[Redacted]	80.85 KB	11/24/2025	[Download]

Uploaded documents are also included and can be downloaded.

How many units are 60 or more days delinquent in the payment of their HOA assessments?  
0  
Total Percentage: 0.00%

Are there any planned or active special assessments?  
No

**Requirements Assessed by Condo Product Advisor and Passed**  
None

**Uploaded Documents**

FILE NAME	DOCUMENT CLASSIFICATION	UPLOADED BY	DOCUMENT SIZE	UPLOADED DATE	ACTIONS
[Redacted].docx	HOA Full Questionnaire	[Redacted]	19.67 KB	11/24/2025	[Download]
[Redacted].pdf	Budget	[Redacted]	80.85 KB	11/24/2025	[Download]

## Seller Review Certification Pipeline

You can access the Seller Review Certification Pipeline from Other Links in the navigation bar.

Navigation bar: PROJECT ASSESSMENT RESULTS, PROJECT CERTIFIED SUBMISSION PIPELINE, **SELLER REVIEW CERTIFICATION PIPELINE**, WAIVER REQUEST PIPELINE

View and manage SRC submissions from the Seller Review Certification Pipeline page, including draft or completed submissions. CPA Feedback Certificates are also available for download on this page.

## Feedback Message Updates



We're implementing new [CPA feedback messages](#) and Loan Product Advisor® (LPA®) [feedback messages](#) to support this enhancement for condominium projects. We also encourage you to visit our [Technology Releases webpage](#) – bookmark it for quick access to the latest updates for all of the tools you use.

## **Frequently Asked Questions**

To read our most frequently asked questions (FAQs) on CPA PARs, read the [CPA FAQs](#).