

MPF Announcement:

2024-79

Date:

December 20, 2024

Alert:

Clarification

New Policy

Policy Update

Reminder

Training Information

Audience:

Compliance/Legal

Program Management

Origination

Quality Control

Servicing

Underwriting

Product:

MPF Government MBS

MPF Traditional

MPF Xtra®

Effective Date:

**Immediately (*unless
otherwise noted within*)**

Updates to Form SG340 – Request for Release of Documents

Reference

Please note you can access the [MPF Guides](#) and [MPF Announcements](#) on our [MPF Website](#).

Visit the MPF Website to review and register for upcoming complimentary [MPF Webinars](#).

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The current MPF Program Form SG340 – Request for Release of Documents is used by Servicers to request documents from the MPF Program Custodian for both MPF Traditional and MPF Xtra loans. Effective immediately, **Form SG340** will be required for MPF Traditional loans and a separate **Form SG340-X** will be required for MPF Xtra loans. The requirements of the form(s) have not changed substantively. The MF Xtra Servicing Guide has been updated to reflect the new form name.

Servicers are reminded to submit only the form itself, not the instruction pages when submitting a form to the MPF Program Custodian.

In addition, to assist Servicers, detailed knowledge articles on how to complete the forms have been created. [Click here](#) for knowledge article for Form SG340; and [click here](#) for knowledge article for Form SG340-X.

Please contact the MPF Service Center with any questions or concerns through the [MPF Customer Service Portal](#), by email at MPF-Help@fhllbc.com or by calling 877-FHLB-MPF (877.345.2673).

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