

# 1 – 4 Unit Property Approved Expense Amounts

This section outlines Freddie Mac’s approved limits for 1 – 4 unit properties. You must submit a request for prior approval (RPA) via the Reimbursement System to request our approval for fees and costs that exceed our expense limits. If you fail to obtain our prior written approval for expenses that exceed our limits, we may adjust your claim amount. For additional information about RPAs, refer to Chapter 6 in this desk reference.

## Key Terms

The following defines the key terms associated with the expense amounts:

Term:	Definition:
<b>Expense Code</b>	The identifying six digit number, within the Reimbursement System for each expense item.
<b>Expense Item</b>	The designated name, within the Reimbursement System, for a given expense type.
<b>Description</b>	A brief description of the expense item and an overview of the expense item’s proper usage.
<b>Unit Price</b>	The acceptable per unit cost for each applicable expense item. You must comply with unit pricing guidelines when completing preservation work; unless you determine, after having secured a comparable second estimate, that the needed preservation work cannot be completed within the defined unit price limit. You may then proceed with completing work without seeking our approval if the lesser of the two estimates is within the applicable expense limit. You must retain both estimates in the mortgage file. (The second estimate may be one generated by an industry accepted Cost Estimator.)
<b>Expense Limit</b>	The dollar amount within which you may complete needed work without seeking written pre-approval from us via the Reimbursement System. Any work completed within the expense limit must also comply with the unit price requirements outlined above.

Refer to Guide Exhibits 57, *1-4 Unit Property Approved Expense Amounts*, and 57A, *Approved Attorney Fees and Title Expenses*, for additional information.

# 1 – 4 Unit Property Approved Expense Amounts

## Expense Amounts

Property Inspections				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
404005	Exterior Property Inspection	These property inspections must be completed in accordance with the requirements set forth in Guide Section 9202.12.	N/A	\$15
404007	Interior Property Inspection		N/A	\$20
404016	Ordinance Required Property Inspection (Weekly)	Ordinance inspections are inspections required by local, state or federal statutes and that exceed the requirements set forth in Guide Section 9202.12. These inspections may be completed once a week or every other week.	N/A	\$15
404017	Ordinance Required Property Inspection (Bi-weekly)		N/A	\$15

Securing Abandoned Properties				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
090028	Securing (Knob Locks)*	If needed for access to, and/or securing of, the property.	Up to \$60 per knob lock	\$200
090019	Securing (Padlocks)		Up to \$40 per padlock	\$80
090020	Securing (Slider Locks)		Up to \$25 per slider lock	\$50
090021	Securing (Window Locks)		Up to \$25 per window lock	\$50
090022	Security Door		N/A	\$250

## 1 – 4 Unit Property Approved Expense Amounts

Securing Abandoned Properties, continued				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
090030	Boarding (Broken Windows)*	Where needed, as required by local ordinances. All missing windows and doors should be boarded, not repaired.	Up to \$1/ United Inch	\$900
090023	Boarding (Doors)	As needed to secure non-access entryways with missing or broken doors.	Up to \$150 per door	\$300

Property Cleaning and Debris Removal				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
091010	Interior Property Cleaning (Refrigerator)*	As needed, to remove all perishables from refrigerators, freezers and other appliances that may pose a risk of infestation to the property. Interior must be wiped down and free of hazards.	Up to \$125 per refrigerator or freezer	\$225
091009	Interior Property Cleaning (Toilets)	As needed, to remove waste from the toilet.	Up to \$75 per toilet	\$225
091002	Trash Removal or Dumping Fees	To be used as needed for the removal of health hazards and exterior debris. Interior debris that may pose a risk to the property must also be removed. Exterior personals resulting in a violation or in the way of the grass being cut may be moved under the applicable unit price.	Up to \$40 per cubic yard to remove  Up to \$20 per cubic yard to move	\$900

## 1 – 4 Unit Property Approved Expense Amounts

Yard Maintenance				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
093005	Initial Yard Maintenance (Lots of up to 10,000 square feet)*	To be used on properties with lots of 10,000 square feet or less. Full yard cut, weed removal or desert landscaping, as applicable, once per Yard Maintenance Season, as provided below.	Up to \$120	\$150
093004	Initial Yard Maintenance (Lots greater than 10,000 square feet)	To be used on properties with lots greater than 10,000 square feet. Full yard and/or perimeter cut, weed removal or desert landscaping, as applicable, once per Yard Maintenance Season, as provided below.	Up to \$150	\$300
094016	Yard Maintenance (Lots of up to 10,000 square feet)*	To be used on properties with lots of 10,000 square feet or less. Semi-monthly full yard grass cuts, weed removal or desert landscaping, as applicable, during Yard Maintenance Season, as provided below.	Up to \$80	\$100
094013	Yard Maintenance (Lots greater than 10,000 square feet)	To be used on properties with lots greater than 10,000 square feet. Semi-monthly full yard or perimeter grass cuts, weed removal or desert landscaping, as applicable, during Yard Maintenance Season, as provided below.	Up to \$120	\$200
094014	Trimming (Shrubs)	As needed during Yard Maintenance Season, as provided below.	N/A	\$400
094015	Trimming (Trees)	As needed during Yard Maintenance Season, as provided below.	N/A	\$600

## 1 – 4 Unit Property Approved Expense Amounts

Yard Maintenance, continued				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
191003	Snow Removal	As needed during Winterization Season (as outlined on the following page).	N/A	\$75

Yard Maintenance Season and Frequency Requirements	Applicable Jurisdictions
Year Round (Monthly)	AZ, NM and NV
Year Round (Semi-Monthly)	AL, AR, CA, FL, GA, GU, HI, KS, LA, MS, OK, SC, TX, VI and PR
06/01-09/30 (Semi-Monthly)	AK
03/01-10/31 (Semi-Monthly)	All others

Pool Securing				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
090031	Pool (In Ground Pool Securing)*	Covering or boarding of in ground pools.	Up to \$2.05 per square foot	\$1,600
090025	Pool (Above Ground Pool Securing)	Covering or boarding of above ground pools. Pool may be tarped if pool frame is unable to support weight of covering or boarding. Collapsed pools may be moved to an exterior shed, garage or other secure structure on the property.	Up to \$2.05 per square foot to cover Up to \$20 per cubic yard to move	\$400
090026	Pool Draining	To be used when draining pools, hot tubs, spas or ponds.	N/A	\$450
090027	Pool (Hot Tubs or Spa Securing)	Covering or boarding of hot tubs, spas or ponds.	N/A	\$50

## 1 – 4 Unit Property Approved Expense Amounts

Winterization				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
090032	Winterization (Dry)*	One time charge during Winterization Season (see below).	N/A	\$120
095020	Winterization (Wet/Steam)	One time charge during Winterization Season (see below.)	N/A	\$175
095021	Winterization (Radiant)	One time charge during Winterization Season (see below).	N/A	\$250
095022	Re-winterization	If necessary, once per calendar year.	N/A	\$50
095023	Winterization (Additional Unit)	One time charge during Winterization Season.	Up to \$50 per additional unit	\$150

Winterization Season Requirements	Jurisdictions
Not Permitted	HI, GU, PR and VI
Year Round	AK
09/01-04/30	All others

Miscellaneous				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
191006	Emergency Repairs		N/A	\$600
203000	Sump Pump/HVAC Repair or Replacement	Servicing and restart as needed. Existing hardware must be tested with a generator if electric is not on at the property.	N/A	\$350
191033	Dehumidifier	As needed to abate/prevent mold growth due to moisture.	N/A	\$300

## 1 – 4 Unit Property Approved Expense Amounts

Miscellaneous, continued				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
191035	Mold Treatment	Abatement of interior mold growth with non-primer or non-paint-based chemicals intended for such use (e.g., bleach). A bid to remove mold may be submitted if treatment is not expected to abate further mold growth.	Up to \$0.75 per square foot	\$300
200000	Roof Repair or Replacement	As needed if active leak is present. Flat roofs must not be tarped; all other roofs however, may be tarped if repair work cannot be completed within the expense limit.	Up to \$2 per square foot	\$1,000
200001	Gutter Repair/Cleaning	As needed to prevent blight, roof damage and leaks.	N/A	\$350
191019	Fence Repair	As needed to repair or replace damaged sections of fence in order to secure pool area or property perimeter.	N/A	\$300
090029	Extermination (Licensed)	Fumigation by a professional extermination company.	N/A	\$350
090024	Extermination (Non-Licensed)	As needed to address infestation with over-the-counter products.	N/A	\$100
093003	Pest Removal	Removal of dead vermin from property.	N/A	\$75
090008	Police/Fire Report		N/A	\$20

## 1 – 4 Unit Property Approved Expense Amounts

Utilities and Capping				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
100000	Utilities: Electric	Actual paid amount, does not include interest and penalties. Prior approval is not required for the reimbursement of necessary utility expenses incurred from the Due Date of the Last Paid Installment (DDLPI) through to the date the Servicer receives the Property Condition Certificate (PCC) pursuant to Guide Sections 9202.12 and 8403.2.	N/A	N/A
101000	Utilities: Gas		N/A	N/A
102000	Utilities: Oil		N/A	N/A
103000	Utilities: Water		N/A	N/A
105002	Utilities Transfer	To be used when an on-site visit and wait time are required in the transfer or restoration of utilities.	N/A	\$75
100003	Capping (Electric)	To be used if electric is on.	Up to \$2 per wire	\$50
101001	Capping (Gas)	As needed to prevent damage to property.	Up to \$50 per cap	\$150
103001	Capping (Water)		Up to \$50 per cap	\$150
103002	Capping (Sewer)		Up to \$50 per cap	\$150
105001	Capping (Chimney)	As needed to prevent access to critters and small vermin.	Up to \$250 per cap	\$500
191034	Dryer Vent Cover		N/A	\$50

Deed-in-Lieu and Other				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
404008	Deed-in-Lieu Property Inspection	One time charge prior to deed execution.	N/A	\$20



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Deed-in-Lieu and Other, continued				
Expense Code	Expense Item	Description	Unit Price	Expense Limit
013005	Deed-in-Lieu Borrower Relocation Assistance	Reimbursable up to a maximum of \$3,000 (Refer to Guide Section 9209.4 for details on this assistance).	N/A	\$3,000
013006	Borrower Relocation Assistance	Reimbursable up to a maximum of \$3,000 (Refer to Guide Section 9301.21 for details on this assistance).	N/A	\$3,000
500002	Deed-in-Lieu Subordinate Lien Payment	Reimbursable up to a maximum of \$6,000 (Refer to Guide Section 9209.7 for details).	N/A	\$6,000

Note: For a listing of any previous expense codes not currently listed, refer to earlier versions of Guide Exhibit 57, *1-4 Unit Property Approved Expense Amounts*.