

FHFA

FAX COVER SHEET

To:
Company:
Phone:
Pages: 2 (including cover page)

Date: 5/8/2024 12:31:12 PM EDT

From: Uzo Asobie
Phone:
Email: uzo.asobie@fhfa.gov

Fax: 1(202) 772-6240

Subject: TEST FAX

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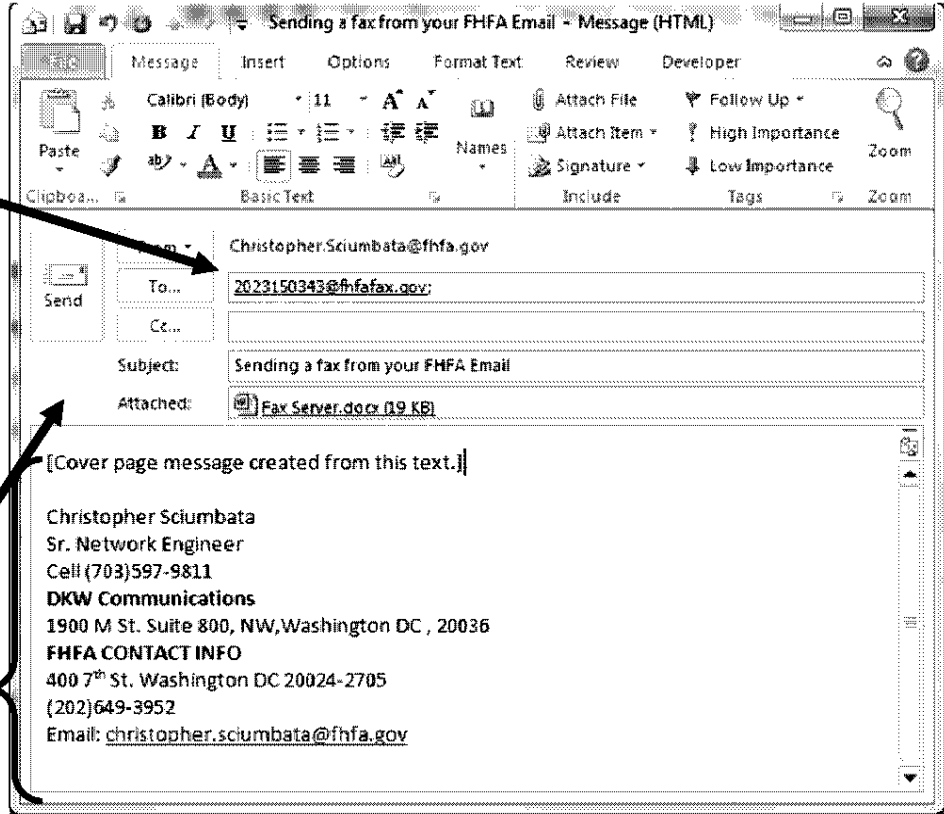
FHFA Fax Guide—Sending a Fax

1

Create a new email message. In the "To..." line, address the email To: [recipient FAX number] @fhfafax.gov

Notes:

- You must enter the text "@fhfafax.gov" after the phone number for the system recognize this as an outgoing fax.
- You do not need to add a "9" to the recipients FAX number.
- You do not need to add a "1" for long distance numbers.



2

If you have a document that you want to send, attach it to the message. You will need to have it saved in one of the following formats: PDF, Word, Excel or Tiff.

3

In the body of the email message, enter any information you want to appear on the cover page of the fax.

See the FAQ's for more information on what the cover page will look like.

4

Send the email once it is composed. Once the fax is processed, you will receive an email indicating whether the send was successful. If successfully received, the Subject line of the message will contain the word "Success" followed by the subject heading from the original FAX sent, along with a PDF attachment of what was transmitted. This attachment will also show the auto generated cover page. If unsuccessful, the subject will start with the word "Failure".

