



Master Agreements Management System (MAMS)

Issuer, Subservicer, Participation Agent &
Document Custodian



Master Agreements Management System – Purpose and Use

Ginnie Mae Issuers must complete an initial Master Agreement submission to be eligible to issue Ginnie Mae pools.

Issuers are required to submit a complete set of Master Agreements which consists of:

HUD-11702	Resolution of Board of Directors and Certificate of Authorized Signatures
HUD-11707	Master Servicing Agreement
HUD-11709	Master Agreement for Servicer's Principal and Interest Custodial Account
HUD-11709-A	ACH Debit Authorization
HUD-11715	Master Custodial Agreement
HUD-11720	Master Agreement for Servicer's Escrow Custodial Account (Not required for HMBS program participants)
HUD-11703-II	Master Agreement for Participation Accounting (For HMBS program participants only)

On an annual basis Issuers must recertify their eligibility by completing the renewal process.

Ginnie Mae requires the recertification of Master Agreements annually between October 1 – December 31.

If an Issuer does not complete their recertification within the renewal period they will not be eligible to issue Ginnie Mae pools and will have to repeat the initial submission process.

Master Agreements Management System – Overview

The Master Agreements Management System (MAMS) provides Issuers, Subservicers, Participation Agents and Document Custodians with an automated method to:

- Input the data required to create the agreements
- Upload and import scanned copies of the physical documents, where applicable
- Print agreements
- Search and view agreements
- Access and view reports
- Certify forms using a multi factor authentication methodology

In order to view the application, Users must complete the User Registration Form which dictates the level of access.

Master Agreements Management System – Processing

The Users of the Master Agreements Management System may submit their forms and corresponding documentation utilizing one or more of the following processes.

- The Issuer must initiate the submission of an agreement.
- Multiple parties must electronically execute the forms; all have access to the application
- The Issuer completes the required data entry and submits PDFs of the completed executed forms
- Issuers who do not have scanning capabilities enter electronic data into MAMS and send the physical forms and documents to the Pool Processing Agent for scanning and uploading

Initial submission completed prior to October 1st must be recertified during the last quarter of the current year.

If an initial submission is completed on or after October 1st, the Issuer is required to complete their annual recertification during the last quarter of the NEXT year.

Master Agreements Management System

ACCESSING THE APPLICATION

Master Agreements Management System – Access

The Master Agreements Management System (MAMS) is accessed through the Ginnie Mae Enterprise Portal (GMEP) at www.eginniemae.net.



The screenshot shows the Ginnie Mae Enterprise Portal login page. At the top left is the Ginnie Mae logo and the text "ENTERPRISE PORTAL". Below this is a "Login" button. A large text box in the center contains a disclaimer: "This is a U.S. Government information system under Government National Mortgage Association (Ginnie Mae) it is for authorized use only and is subject to monitoring, recording and audit. Users (authorized and unauthorized) have no explicit and implicit expectation of privacy. Additionally, unauthorized access is a violation of Federal Statute 18 USC 1030 and improper use of this system may result in administrative disciplinary actions and/or civil and criminal penalties. By continuing to use this system you indicate your consent to these terms and conditions of use." Below the text box is a "Continue to Login" button. At the bottom left is a link for "PRIVACY POLICY" and at the bottom center is the text "GINNIE MAE: GOVERNMENT GUARANTEED".

MAMS – Logging into GMEP

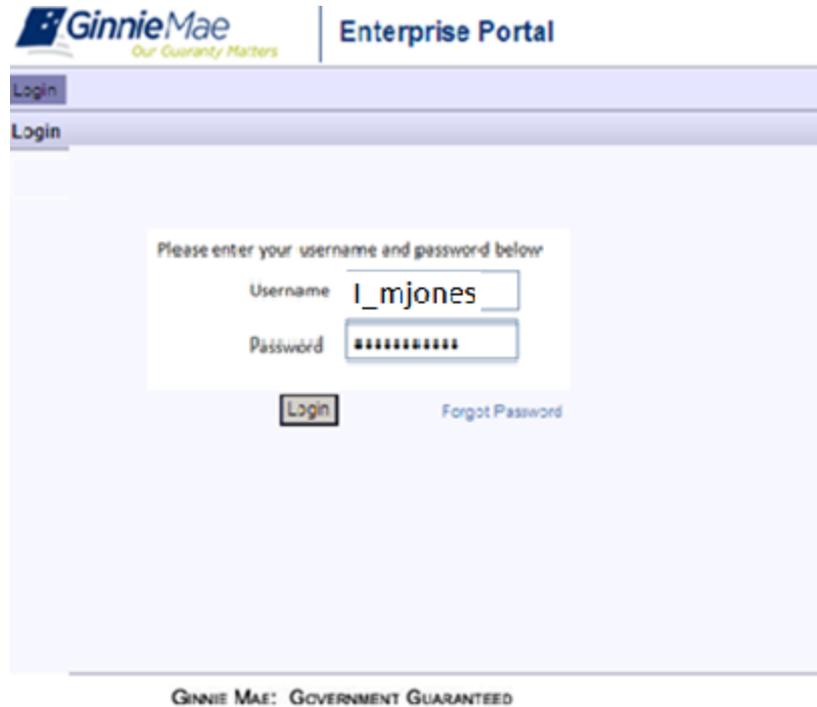
Username: An Issuer, Subservicer and Participation Agent's User name begins with I_ followed by the initial of first name followed by last name. A Document Custodian's User name begins with C_ followed by the initial of first name followed by last name.

Password: The initial password is system generated consisting of a combination of upper case/lower case alpha-numeric characters and symbols.

- First time Users will be prompted to change their password.
- Existing Issuers may use their current ID and password.

Click the Login button to proceed to the main menu.

Forgotten passwords may be reset by clicking Forgot Password, the User will be asked a series of security questions to verify their identity.



The screenshot shows the Ginnie Mae Enterprise Portal login interface. At the top left is the Ginnie Mae logo with the tagline "Our Guaranty Matters". To the right is the text "Enterprise Portal". Below this is a purple header bar with the word "Login" on the left. The main content area is white and contains the text "Please enter your username and password below". There are two input fields: "Username" with the value "I_mjones" and "Password" with a masked password of "*****". Below the fields is a "Login" button and a "Forgot Password" link. At the bottom of the page, it says "GINNIE MAE: GOVERNMENT GUARANTEED".

MAMS – Accessing the Application

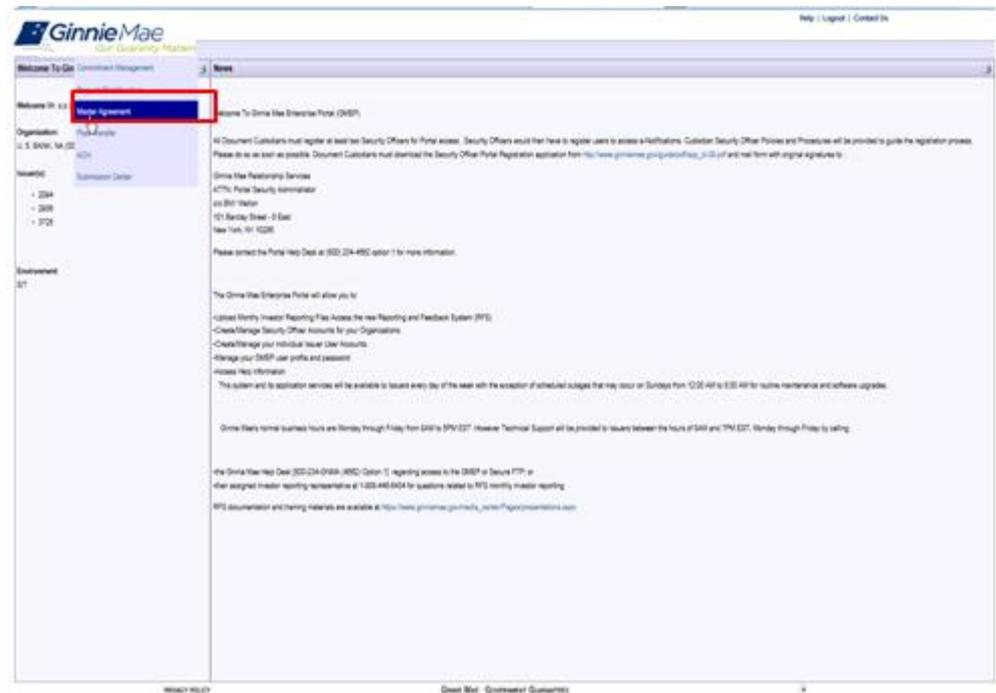
The Ginnie Mae Enterprise Portal (GMEP) Welcome screen provides system menu options.

User information (Organization ID and associated Issuer Numbers) is displayed on the left.

The menu bar provides access to IPMS and the following applications:

- Commitment Management
- Request Pool Numbers
- **Master Agreements**
- Pool Transfer
- Submission Center
- Report Center

To access MAMS, click IPMS and select Master Agreements.



Creating Master Agreements

Master Agreements Management System

HUD-11702	Resolution of Board of Directors and Certificate of Authorized Signatures
HUD-11707	Master Servicing Agreement
HUD-11709	Master Agreement for Servicer's Principal and Interest Custodial Account
HUD-11709-A	ACH Debit Authorization
HUD-11715	Master Custodial Agreement
HUD-11720	Master Agreement for Servicer's Escrow Custodial Account (Not required for HMBS program participants)
HUD-11703-II	Master Agreement for Participation Accounting (For HMBS program participants only)

MAMS – Initial Submission – Creating a Form

Ginnie Mae Issuers are responsible for initiating the documentation required to complete the Master Agreements Submission process.

From the MAMS Summary Screen:

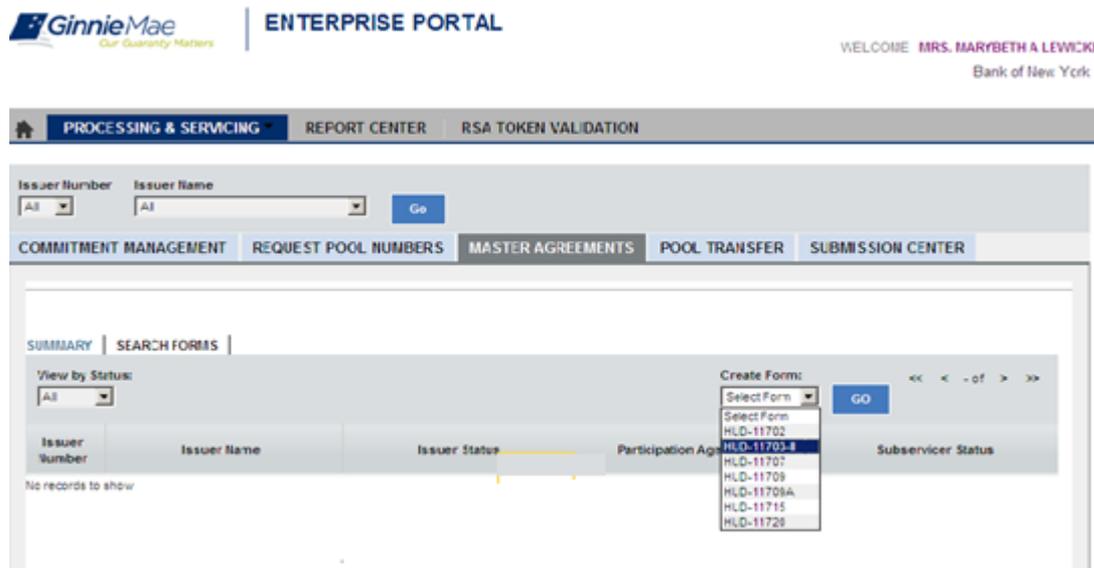
Issuer Number:

- Type or select the Issuer Number from the drop down menu, the Issuer name will display.

Create Form:

- Select the Form type from the drop-down menu

Click **GO**.



The screenshot shows the GinnieMae Enterprise Portal interface. At the top, there is a navigation bar with 'PROCESSING & SERVICING', 'REPORT CENTER', and 'RSA TOKEN VALIDATION'. Below this is a search area for 'Issuer Number' and 'Issuer Name', both set to 'All', with a 'Go' button. The main navigation tabs include 'COMMITMENT MANAGEMENT', 'REQUEST POOL NUMBERS', 'MASTER AGREEMENTS', 'POOL TRANSFER', and 'SUBMISSION CENTER'. The 'SUBMISSION CENTER' tab is active, showing a 'SUMMARY' and 'SEARCH FORMS' section. In the 'SEARCH FORMS' section, there is a 'View by Status' dropdown set to 'All' and a 'Create Forms' dropdown menu. The 'Create Forms' menu is open, showing options: 'Select Form', 'HLD-11702', 'HLD-11703-8', 'HLD-11707', 'HLD-11709', 'HLD-11709A', 'HLD-11715', and 'HLD-11720'. A 'GO' button is next to the dropdown. Below the menu is a table with columns: 'Issuer Number', 'Issuer Name', 'Issuer Status', 'Participation Agreement', and 'Subservicer Status'. The table currently shows 'No records to show'.

Form HUD-11702

Resolution of Board of Directors and Certificate of Authorized Signatures

This form is comprised of four sections:

- Issuer Detail
- Certifying Officer Detail
- Institutional Detail
- Authorized Signers

Certain authorized signatories will be provided an RSA SecurID Token that will be used to complete the authentication process. The name on the form must exactly match the name used to set up the User's RSA token rights.

PROCESSING & SERVICING REPORT CENTER

Issuer Number: All | Issuer Name: All | Go

COMMITMENT MANAGEMENT | REQUEST POOL NUMBERS | MASTER AGREEMENTS | POOL TRANSFER | ACH | SUBMISSION CENTER

< Back | Create Form: Select Form | GO

* Indicates Mandatory Fields

HUD-11702 - RESOLUTION OF BOARD OF DIRECTORS AND CERTIFICATE OF AUTHORIZED SIGNATURES

Issuer Number* Name: 2001 | Bank A

Board Meeting Place: 1 Wood Ave

City/State/Zip: Edison | New Jersey | 08820

Board Meeting Date*: 08/07/2013

Certifying Officer Details

Secretary's Name*: Andy Roberts

Certifying Officer's Name*: Robert Samuel

Certifying Officer's Title*: VP

Institutional Details

Institution Name*: Bank A

Address*: 2 Wood Ave

City/State/Zip: Edison | New Jersey | 08820

Signed By: _____

Title: _____

Date: 08/05/2013

Authorized Signers

Replace Existing Authorized Signers* Yes No

Authorized Signers:

First Name*	Middle Name	Last Name*	Title*	Added Date	Delete
Naresh	K	Agarwal	VP	08/12/2013	<input type="button" value="Delete"/>

Form HUD-11703-II

Master Agreement for Participation Accounting

This form is comprised of three sections:

- Issuer Details
- Serviced By
- Participation Agent Details

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Create Form:

HUD-11703 II - MASTER AGREEMENT FOR PARTICIPATION ACCOUNTING

Issuer Number/Name:*

Document Date:*

Signed by:

Title:

Consideration:*

Serviced By*

Issuer Participation Agent

Participation Agent Details

Issuer Number/Name:*

Entity Type:

Address:*

City/State/Zip:*

Signed by:

Title:

Form Instructions: <http://www>

HUD-11703 II - MASTER AGREEMENT FOR PARTICIPATION ACCOUNTING

 Form HUD-11703-II for the Issuer ' successfully Submitted for Submission Center

Form HUD-11707

Master Servicing Agreement

This form is comprised of three sections:

- Issuer Detail
- Serviced By
- Subservicer Detail

PROCESSING & SERVICING REPORT CENTER

Issuer Number: Issuer Name:

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Create Form: * Indicates Mandatory Fields

HUD-11707 - MASTER SERVICING AGREEMENT

Issuer Number/Name*	<input type="text" value="2004"/>		Bank A
Document Date	<input type="text" value="09/29/2013"/>		
Signed by:	<input type="text"/>		
Title	<input type="text"/>		

Serviced By:

Issuer Subservicer

Subservicer Details

Issuer Number/Name*	<input type="text" value="2007"/>		Mortgage Bank
Document Date	<input type="text"/>		
Signed by:	<input type="text"/>		
Title	<input type="text"/>		

Form Instructions: http://www.ginniemae.gov/2013_business_with_ginniemae/our_resources/processors/processors.html

HUD-11707 - MASTER SERVICING AGREEMENT

Form HUD-11707 for the Issuer is successfully Submitted for Submission Center

Form HUD-11709

Master Agreement Servicer's Principal and Interest Custodial Account

This form is comprised of Four sections:

- Issuer Details
- P&I Account Type
- Bank Details
- Institutional Details

Create Form: Select Form * Indicates Mandatory Fields

HUD-11709 - MASTER AGREEMENT SERVICER'S PRINCIPAL AND INTEREST CUSTODIAL ACCOUNT

Issuer Number/Name* Bank A

Document Date*

Signed by:

Title:

P&I Account Type*

Custodial Account Disbursement Account

Bank Details

Account Name*

P&I Bank ID*

Account Number*

Institutional Details

Institution Name*

Address*

City/State/Zip*

Bank Officer Name:

Bank Officer Title:

Date*

Document Path:

Form Instructions: http://www.ginniemae.gov/docs_business_with_ginniemae/issuer_resources/2013hud11709servicerform.pdf

HUD-11709 - MASTER AGREEMENT SERVICER'S PRINCIPAL AND INTEREST CUSTODIAL ACCOUNT

 HUD-11709 physical document for the Issuer has been successfully saved.

Form HUD-11709A

ACH Debit Authorization

The form is comprised of two sections:

- Issuer/Program Detail
- Central P&I Custodial Account Detail

COMMITMENT MANAGEMENT | REQUEST POOL NUMBERS | MASTER AGREEMENT | POOL TRANSFER | ACA | SUBMISSION CENTER

Close

Create Form | Select Form | **100**

*Indicates Mandatory Fields

HUD-11709A - ACH DEBIT AUTHORIZATION

Ginnie Mae Type 1
 Ginnie Mae 2
 Ginnie Mae 3

Issue Number/Name* 234 Bank A

Address* 1 West Ave

City/State/Zip* Edison New Jersey 08820

Signed by

Title

Document Code* 000010

Custodial Account Charged Yes No

Central P & I Custodial Account

Account Number* 2001

Account Name* US Bank Test

ACH Routing Code* 020000

Name of Bank* Bank of America

Address* 2 West Ave

City/State/Zip* Edison New Jersey 08820

[View the HUD-11709A](#)

[Save as Draft](#) [Save for Submission](#) [Delete](#) [Cancel](#)

Note:
Form HUD-11709A may be submitted from the 1st business day to the next 1st business day of the current month to be effective for the following month. However, submissions made prior to the 17th calendar day will not be processed until the working of the 17th calendar day through 12:00 p.m. of the next 1st business day will be processed on the working of the first available business day.

Form Instructions: <https://www.servicematters.com/ach-debit-authorization>

Form HUD-11715

Master Custodial Agreement

The form is comprised of three sections:

- Issuer Detail
- Document Custodian Detail
- Regulatory Agencies

PROCESSING & SERVICING REPORT CENTER

Issuer Number: All | Issuer Name: All | Go

COMMITMENT MANAGEMENT | REQUEST POOL NUMBERS | **MASTER AGREEMENTS** | POOL TRANSFER | ACH | SUBMISSION CENTER

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Create Form: Select Form | GO

* Indicates Mandatory Fields

HUD-11715-MASTER CUSTODIAL AGREEMENT

Issuer Number/Name*: 2004 | Bank A

Document Date*: 08/08/2013

Custodian Number / Name*: 000493 | Bank B

Regulatory Institution Name*: FHLB

Consideration*: 123

Issuer's Signing Officer's Name: _____

Issuer's signing Officer's Title: _____

Custodian Signing Officer's Name: _____

Custodian Signing Officer's Title: _____

View as HUD PDF

Save as Draft | Save for Submission | Delete | Cancel

Form Instructions: http://www.ginniemae.gov/dcm_business_with_ginniemae/issuer_resources/Pages/mbs/submit/agreement/submit.asp

Form HUD-11720

Master Agreement for Servicer's Escrow Custodial Account

The form is comprised of four sections:

- Issuer Detail
- Custodian Institution Detail
- Escrow Type
- Subservicer Detail

Issuer Number: All Go

COMMITMENT MANAGEMENT | REQUEST POOL NUMBERS | **MASTER AGREEMENTS** | POOL TRANSFER | ACH | SUBMISSION CENTER

< Back

Create Form: Select Form GO

HUD-11720 - MASTER AGREEMENT FOR SERVICER'S ESCROW CUSTODIAL ACCOUNT

Issuer Number/Name*: 2094 **Bank A**

Document Date*: 08/15/2013

Signed by: _____

Title: _____

Custodial Institutional Details

Custodial Account Name*: **Bank B**

Escrow Bank ID Number*: 021200339

Escrow Account Number*: 0096785123

Institution Name*: Bank of America

Address*: 77 Wood Ave

City/State/Zip*: Edison New Jersey 08820

Bank Officer Name: _____

Bank Officer Title: _____

Escrow Type*

Section 203(k) Escrow Funds Reserve for Replacement Escrow Operating Deficit Escrow

Latent Defects Escrow Residual Receipts Escrow Tenant Services Escrow

MIP Escrow Other Escrow (explain) Debt Service Reserve

Repairs Escrow _____

Subservicer Details

Yes No

Issuer Number/Name*: 3897 **Mortgage Bank**

Signed by: _____

Title: _____

[View as HUD PDF](#)

Document Path: _____ [Browse](#) [View Document](#)

[Save as Draft](#) | [Save for Submission](#) | [Delete](#) | [Cancel](#)

Form Instructions: http://www.ginniemae.gov/doing_business_with_ginniemae/issuer_resources/Pages/mbsguideappendicesb.aspx

Master Agreements Management System

SUBSERVICER PROCESSES FOR FORM HUD-11707

MAMS – Subservicer – E-mail Notification

When an Issuer submits FORM HUD-11707, MAMS generates an e-mail to the Subservicer.

Issuer (Number: 2936, Name: BANK has sent you the HUD11707 Master Servicing Agreement form for approval.
Please log in to GMEP, select Master Agreements and approve or reject the form.

Thank you.

****This message is automatically generated. Please do not reply to this email.****

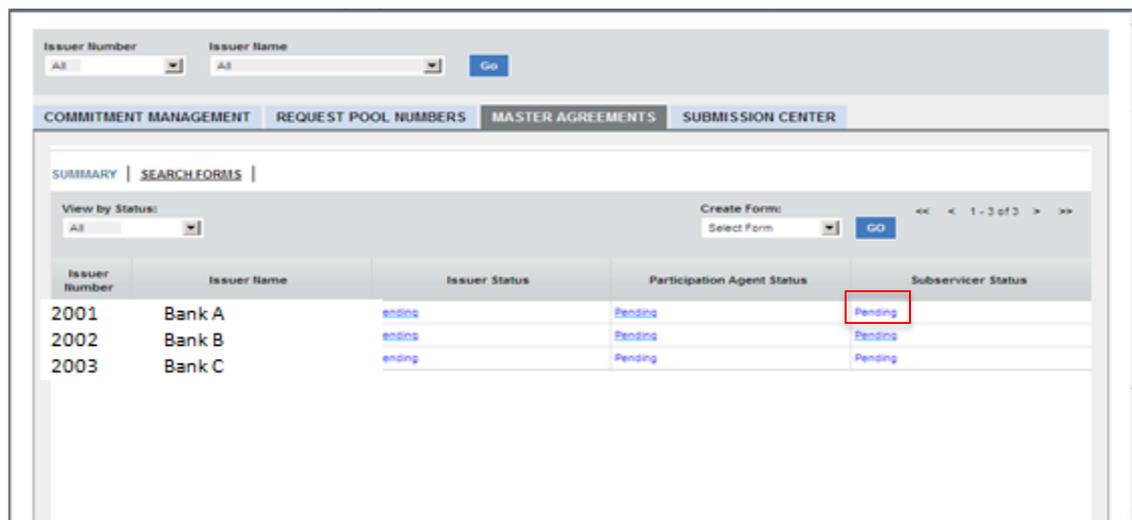
MAMS – Subservicer Summary Screen

The Subservicer must review and take action on Form HUD-11707 submissions.

Login to GMEP/IPMS and Select Master Agreements.

A form requiring the Subservicer's attention is displayed as Pending on the MAMS Summary screen.

Click the Pending link located in the Subservicer Review field to continue.



Issuer Number: All | Issuer Name: All | Go

COMMITMENT MANAGEMENT | REQUEST POOL NUMBERS | MASTER AGREEMENTS | SUBMISSION CENTER

SUMMARY | SEARCH FORMS

View by Status: All | Create Form: Select Form | GO | << < 1 - 3 of 3 > >>

Issuer Number	Issuer Name	Issuer Status	Participation Agent Status	Subservicer Status
2001	Bank A	ending	Pending	Pending
2002	Bank B	ending	Pending	Pending
2003	Bank C	ending	Pending	Pending

MAMS – Subservicer Details

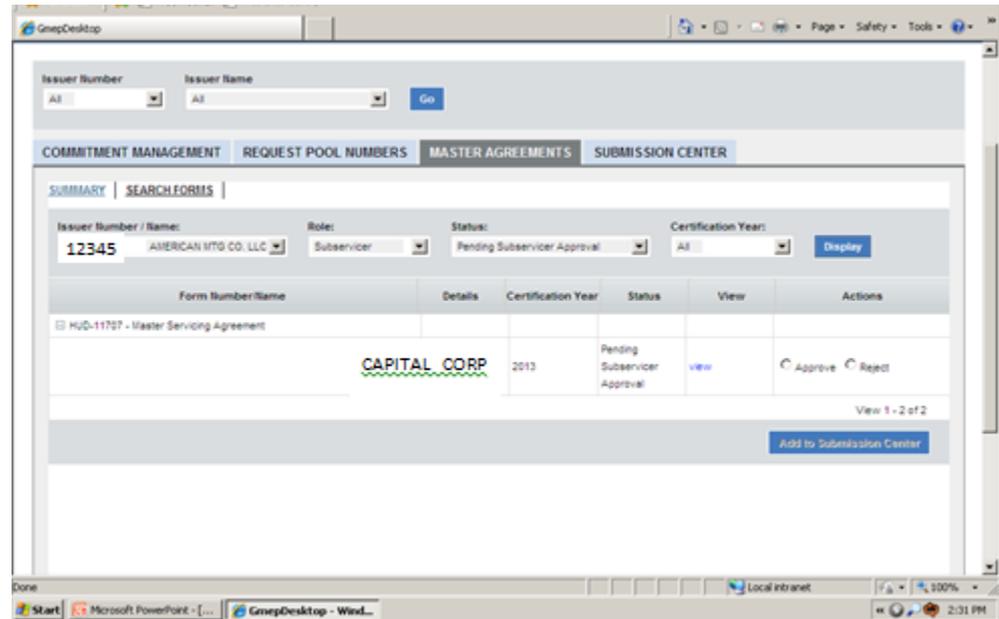
The MAMS Subservicer Detail screen allows the User to filter their search criteria by selecting from the following options:

- Issuer Number/Name
- Status
- Certification Year

Click the Display button to proceed. The lower half of the Detail screen displays:

- Form number and name
- Details
- Certification Year
- Status
- View
- Actions

Click Add to Submission Center to forward the form for approval by an Authorized Signatory of the Subservicer. Once approval is received the form will be routed to Ginnie Mae AE for final approval.



The screenshot shows a web application interface for MAMS. At the top, there are search filters for 'Issuer Number' and 'Issuer Name', both set to 'All', with a 'Go' button. Below this are navigation tabs: 'COMMITMENT MANAGEMENT', 'REQUEST POOL NUMBERS', 'MASTER AGREEMENTS', and 'SUBMISSION CENTER'. The 'SUBMISSION CENTER' tab is active, showing a 'SUMMARY' section with search criteria: 'Issuer Number / Name: 12345 AMERICAN MTO CO. LLC', 'Role: Subservicer', 'Status: Pending Subservicer Approval', and 'Certification Year: All'. A 'Display' button is next to these filters. Below the filters is a table with columns: 'Form Number/Name', 'Details', 'Certification Year', 'Status', 'View', and 'Actions'. The table contains one row: 'HUD-11707 - Master Servicing Agreement' with 'CAPITAL CORP' in the Details column, '2013' in the Certification Year column, and 'Pending Subservicer Approval' in the Status column. The View column has a 'View' link, and the Actions column has 'Approve' and 'Reject' buttons. At the bottom right of the table, there is a 'View 1 - 2 of 2' indicator and an 'Add to Submission Center' button. The Windows taskbar at the bottom shows the Start button, Microsoft PowerPoint, GmapDesktop - Wind..., Local Intranet, and the time 2:31 PM.

MAMS – Subservicer Detail Screen – View

COMMITMENT MANAGEMENT REQUEST POOL NUMBERS **MASTER AGREEMENTS** SUBMISSION CENTER

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HUD-11707 - MASTER SERVICING AGREEMENT

Issuer Number/Name:*	2094	U. S. BANK, NA
Document Date:*	09/17/2013	
Signed by:	Marybeth A Lewicki	
Title:	Managing Director	

Serviced By*

Issuer **2001** **Bank A**

Subservicer Details

Issuer Number/Name:*	1798	JAMES B. NUTTER & COMPANY
Document Date:		
Signed by:		
Title:		

[View as HUD PDF](#) **2008** **Central Capital Corp**

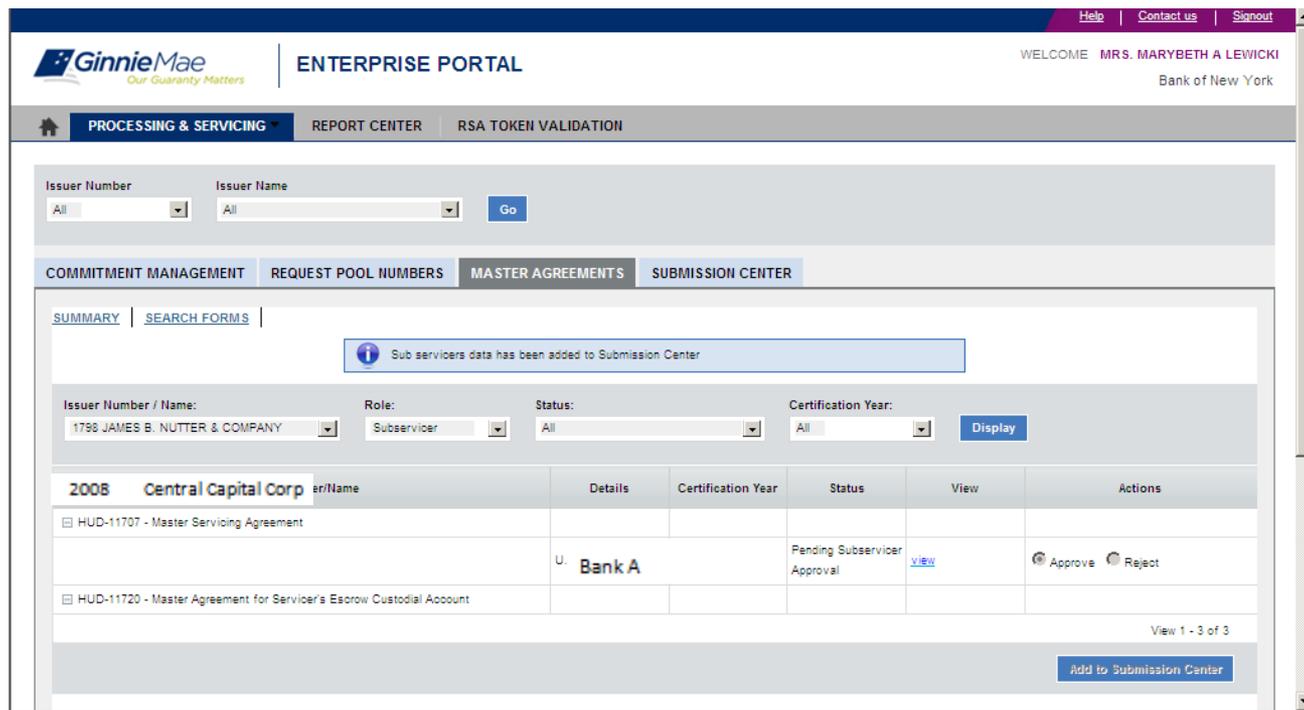
[<Back](#)

Form Instructions: http://www.ginniemae.gov/doing_business_with_ginniemae/issuer_resources/Pages/mbsguideappendiceslib.aspx

MAMS – Subservicer Detail Screen – Approval

Once the Subservicer has reviewed and approved Form HUD-11707, MAMS displays the following message:

Subservicer data has added to Submission Center.



The screenshot shows the GinnieMae Enterprise Portal interface. At the top, there is a navigation bar with 'Help', 'Contact us', and 'Signout' links. The user is identified as 'MRS. MARYBETH A LEWICKI' from the 'Bank of New York'. The main navigation includes 'PROCESSING & SERVICING', 'REPORT CENTER', and 'RSA TOKEN VALIDATION'. The 'SUBMISSION CENTER' tab is active, showing a 'SUMMARY' view with a message: 'Sub servicers data has been added to Submission Center'. Below this, there are search filters for 'Issuer Number / Name', 'Role', 'Status', and 'Certification Year'. A table displays the following data:

2008	Central Capital Corp	er/Name	Details	Certification Year	Status	View	Actions
<input type="checkbox"/>	HUD-11707 - Master Servicing Agreement						
		U. Bank A			Pending Subservicer Approval	view	<input type="radio"/> Approve <input type="radio"/> Reject
<input type="checkbox"/>	HUD-11720 - Master Agreement for Servicer's Escrow Custodial Account						

At the bottom right of the table area, there is a button labeled 'Add to Submission Center' and a page indicator 'View 1 - 3 of 3'.

MAMS Subservicer Submission Center Approval

An Authorized Signatory of the Subservicer must log into the Submission Center to review and approve Form HUD-11707.

To access the Submission Center click on the tab located on the IPMS Summary Screen

View by: Select Master Agreements

A list of Pending requests displays.

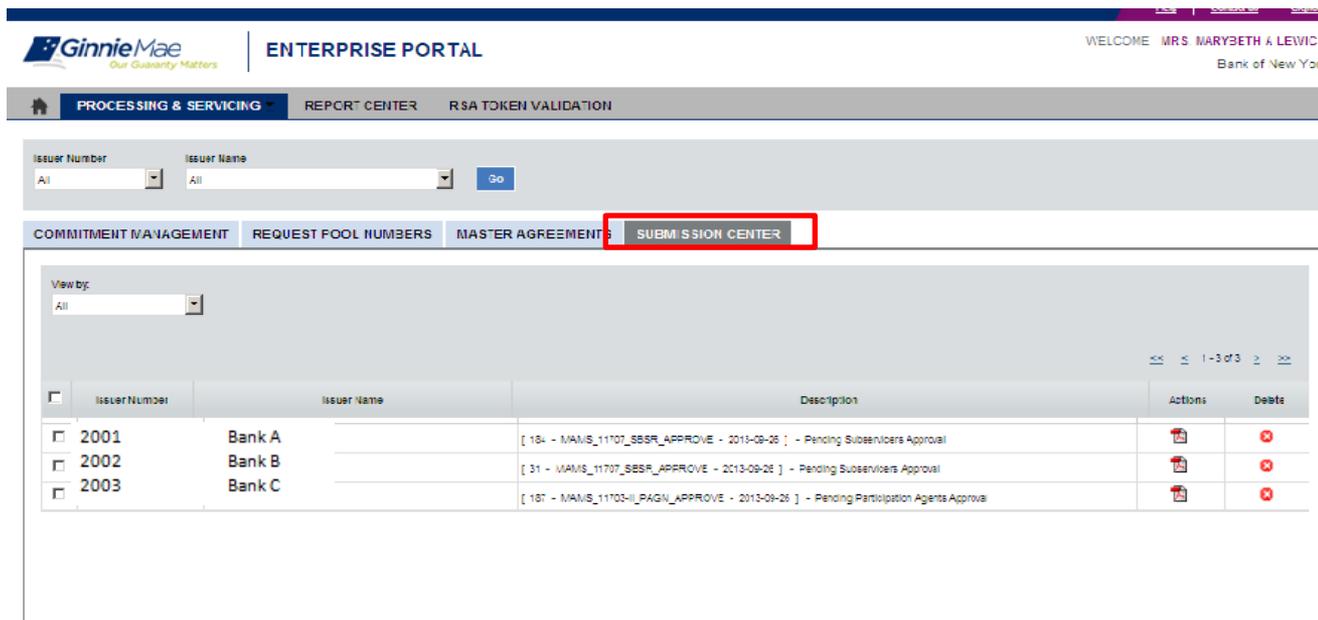
To view a form:

- Click the PDF icon located in the Actions Field.

To approve a request:

- Check the box to the left of the Issuer Number and

Click Submit.



WELCOME MRS. MARYBETH A LEWICK
Bank of New York

ENTERPRISE PORTAL

PROCESSING & SERVICING REPORT CENTER RSA TOKEN VALIDATION

Issuer Number: All Issuer Name: All Go

COMMITMENT MANAGEMENT REQUEST POOL NUMBERS MASTER AGREEMENTS **SUBMISSION CENTER**

View by: All

<input type="checkbox"/>	Issuer Number	Issuer Name	Description	Actions	Delete
<input type="checkbox"/>	2001	Bank A	[184 - MAMS_11107_SBSR_APPROVE - 2013-09-26] - Pending Subservicers Approval		
<input type="checkbox"/>	2002	Bank B	[31 - MAMS_11707_SBSR_APPROVE - 2013-09-26] - Pending Subservicers Approval		
<input type="checkbox"/>	2003	Bank C	[187 - MAMS_11703-III_PAGN_APPROVE - 2013-09-26] - Pending Participation Agents Approval		

MAMS – Subservicer Submission Center – Terms and Conditions

The Subservicer Authorized Signatory must acknowledge the Ginnie Mae Terms and Conditions.

Place a check in the field titled *“I accept the terms and conditions listed above”*.

Click Submit Form.

LEGAL INFORMATION

Each statement, report, and compilation of data or information submitted in connection with a Ginnie Mae MBS Program by an issuer, funds custodian, document custodian, subcontract servicer, or other person or entity, directly or indirectly, to Ginnie Mae, its employees, its agents or its contractors (including, without limitation, the Ginnie Mae Reports Group) is deemed a submission to the United States that is relied upon by Ginnie Mae in the operation of a Ginnie Mae MBS Program. Submission of a statement, report, or compilation of data or information is deemed to be a certification by the person making the submission that each matter stated therein is true, correct, complete, and in accordance with the instructions issued by Ginnie Mae in connection with the statement, report, or compilation.

The form(s) or Agreement(s) being submitted will create a legally binding contract between my entity and Ginnie Mae. Further, I understand information submitted within this/these form(s) or Agreement(s) may be used to produce additional documentation that will also be legally binding and accepted as such.

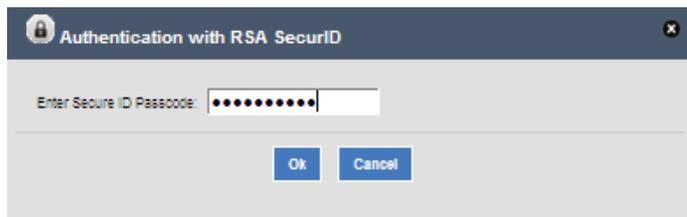
CAUTION: The submission of a false or misleading statement, report, or item of data or information to the United States may result in the imposition of severe criminal and civil liabilities, sanctions, and penalties, including, without limitation, fines and imprisonment.

I accept the Terms and Conditions listed above

MAMS – Subservicer Submission Center – Authentication

The Subservicer is prompted to authenticate the request by entering their 4-digit PIN and the 6-digit pass code displayed on their RSA SecurID Token.

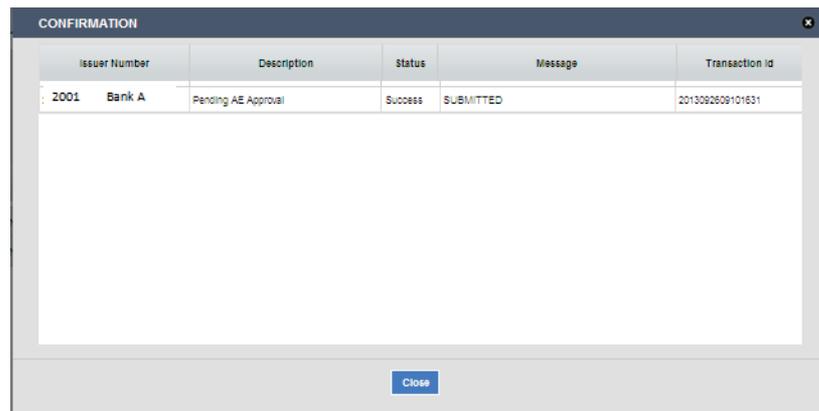
Upon completion, MAMS will display a confirmation. The request is directed to the Ginnie Mae Account Executive for approval.



Authentication with RSA SecurID

Enter Secure ID Passcode: [●●●●●●●●]

Ok Cancel



CONFIRMATION

Issuer Number	Description	Status	Message	Transaction Id
2001 Bank A	Pending AE Approval	Success	SUBMITTED	2013092609101631

Close

Master Agreements Management System

**PARTICIPATION AGENT PROCESS FOR
FORM HUD-11703-II**

MAMS – Participation Agent – E-mail Notification

When an Issuer submits a FORM HUD-11703-II, MAMS generates an e-mail to the Participation Agent.

Issuer (Number: 4102, Name: BANK) has sent you the HUD11703-II Master Agreement for Participation Accounting form for approval.

Please log in to GMEP, select Master Agreements and approve or reject the form.

Thank you.

****This message is automatically generated. Please do not reply to this email.****

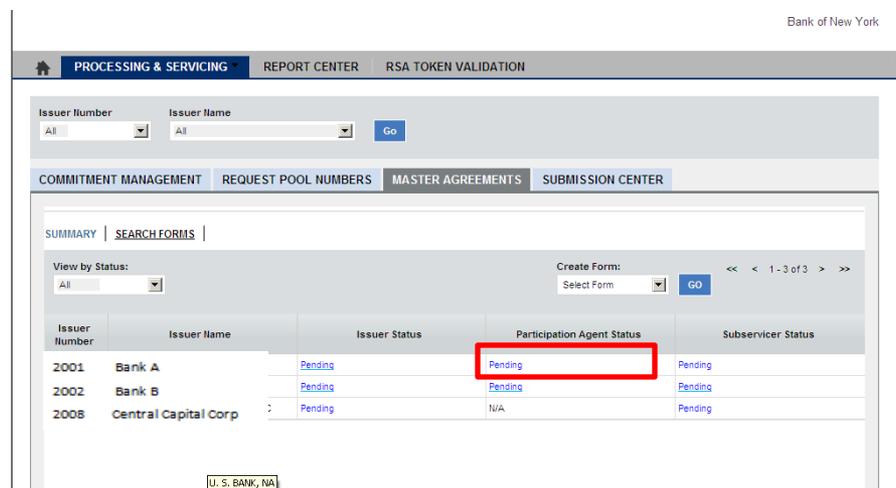
MAMS – Participation Agent Summary Screen

The Participation Agent must review and take action on Form HUD-11703-II submissions.

Log in to GMPE/IPMS and select Master Agreements

A form requiring the Participation Agents attention appears as Pending on the MAMS Summary screen.

Click the Pending link located in the Participation Agent Review field to continue.



Bank of New York

PROCESSING & SERVICING REPORT CENTER RSA TOKEN VALIDATION

Issuer Number Issuer Name Go

COMMITMENT MANAGEMENT REQUEST POOL NUMBERS MASTER AGREEMENTS SUBMISSION CENTER

SUMMARY | SEARCH FORMS

View by Status: All Create Form: Select Form GO << < 1 - 3 of 3 > >>

Issuer Number	Issuer Name	Issuer Status	Participation Agent Status	Subservicer Status
2001	Bank A	Pending	Pending	Pending
2002	Bank B	Pending	Pending	Pending
2008	Central Capital Corp	Pending	N/A	Pending

U. S. BANK, NA

MAMS – Participation Agent Detail Screen

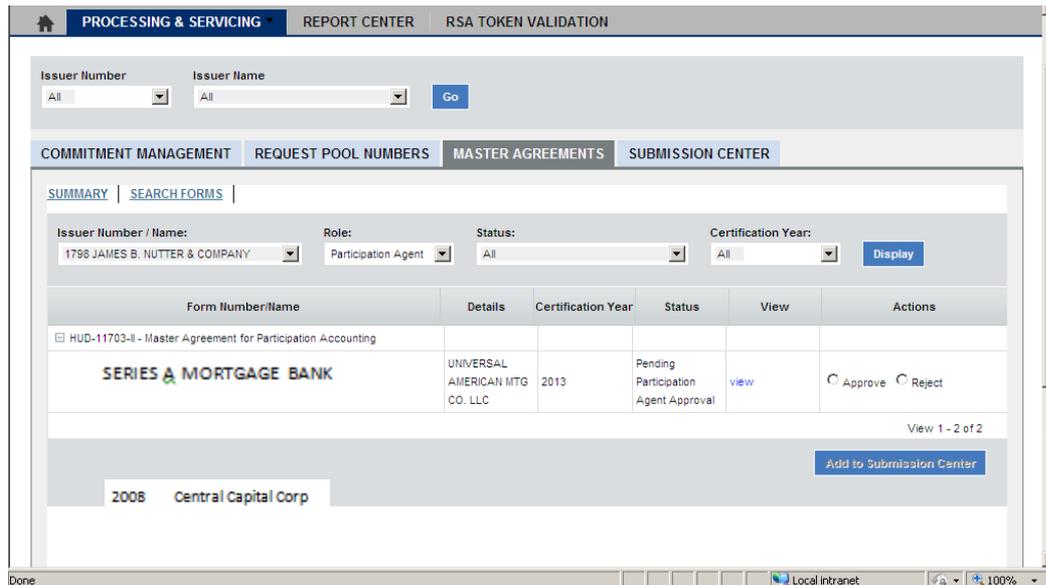
The MAMS Participation Agent Detail screen allows the User to filter their search criteria by selecting from the following options:

- Issuer Number/Name
- Status
- Certification Year

Click the Display button to proceed.
The lower half of the summary screen displays:

- Form number and name
- Details
- Certification Year
- Status
- View
- Actions

Click Add to Submission Center to forward the form for approval by an Authorized Signatory of the Participation Agent.



PROCESSING & SERVICING | REPORT CENTER | RSA TOKEN VALIDATION

Issuer Number: All | Issuer Name: All | Go

COMMITMENT MANAGEMENT | REQUEST POOL NUMBERS | MASTER AGREEMENTS | SUBMISSION CENTER

SUMMARY | SEARCH FORMS

Issuer Number / Name: 1798 JAMES B. NUTTER & COMPANY | Role: Participation Agent | Status: All | Certification Year: All | Display

Form Number/Name	Details	Certification Year	Status	View	Actions
HUD-11703-II - Master Agreement for Participation Accounting	SERIES A MORTGAGE BANK UNIVERSAL AMERICAN MTG CO. LLC	2013	Pending Participation Agent Approval	view	<input type="radio"/> Approve <input type="radio"/> Reject

View 1 - 2 of 2

Add to Submission Center

2008 Central Capital Corp

Done | Local intranet | 100%

MAMS – Participation Agent Detail Screen – View

HUD-11703-II - MASTER AGREEMENT FOR PARTICIPATION ACCOUNTING

Issuer Number/Name.*	2708 UNIVERSAL AMERICAN MTG CO. LLC
Document Date.*	09/17/2013
Signed by:	Marybeth A Lewicki
Title:	Managing Director
Consideration.*	\$2.00

2001 Bank A

Serviced By*

Issuer Participation Agent

Participation Agent Details

Issuer Number/Name.*	1798 JAMES B. NUTTER & COMPANY
Entity Type:	Company
Address.*	123 Main Street
City/State/Zip.*	New York New York 10001
Signed by:	
Title:	

2008 Central Capital Corp

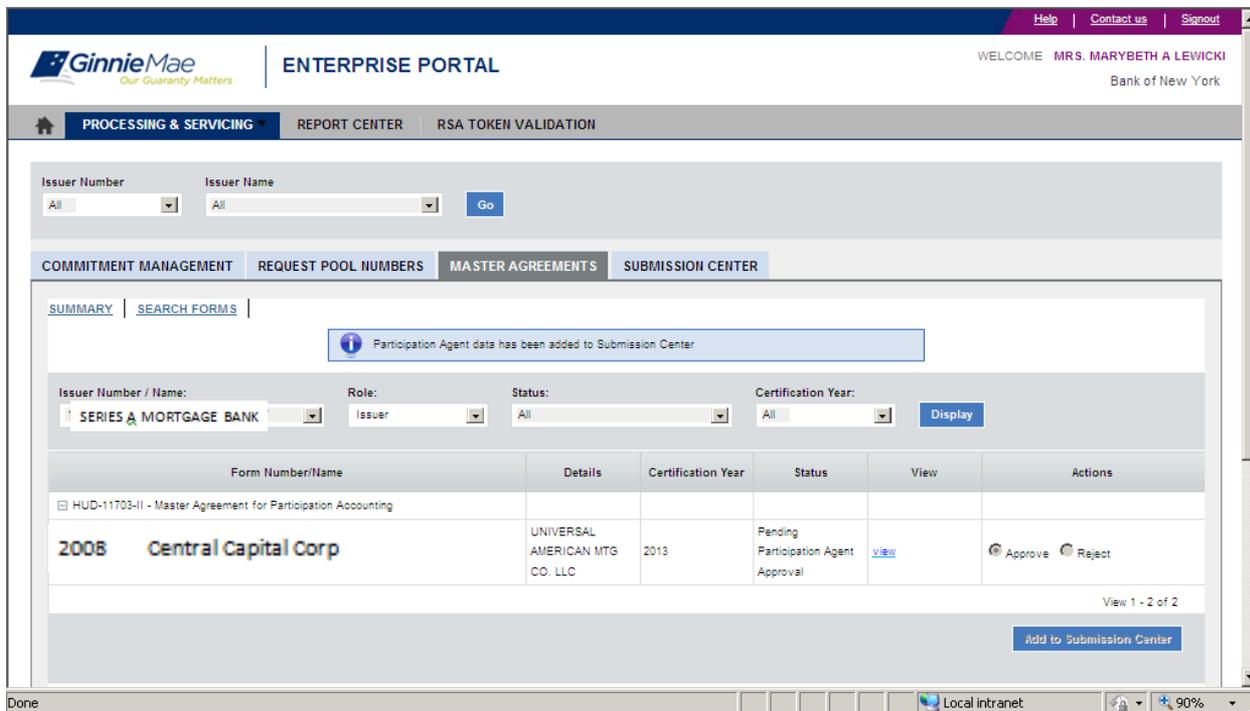
[View as HUD PDF](#)

[< Back](#)

MAMS – Participation Agent Detail Screen – Approval

Once the Participation Agent has reviewed and approved Form HUD-11703-II, MAMS displays the following message: *Participation Agent data has added to Submission Center.*

An Authorized Signatory must access the Submission Center to complete the final approval using their RSA SecurID Token and PIN.



The screenshot shows the GinnieMae Enterprise Portal interface. The user is logged in as MRS. MARYBETH A LEWICKI, Bank of New York. The main navigation bar includes 'PROCESSING & SERVICING', 'REPORT CENTER', and 'RSA TOKEN VALIDATION'. The 'SUBMISSION CENTER' tab is active, showing a message: 'Participation Agent data has been added to Submission Center'. Below this, there are filters for Issuer Number / Name (SERIES A MORTGAGE BANK), Role (Issuer), Status (All), and Certification Year (All). A table displays the submission details:

Form Number/Name	Details	Certification Year	Status	View	Actions
2008 Central Capital Corp	UNIVERSAL AMERICAN MTG CO. LLC	2013	Pending Participation Agent Approval	View	Approve Reject

At the bottom right of the table area, there is a button labeled 'Add to Submission Center'.

MAMS – Participation Agent Submission Center Approval

An Authorized Signatory of the Participation Agent must log into the Submission Center to review and approve Form HUD-11703-II. To access the Submission Center, click the tab located on the IPMS Summary Screen.

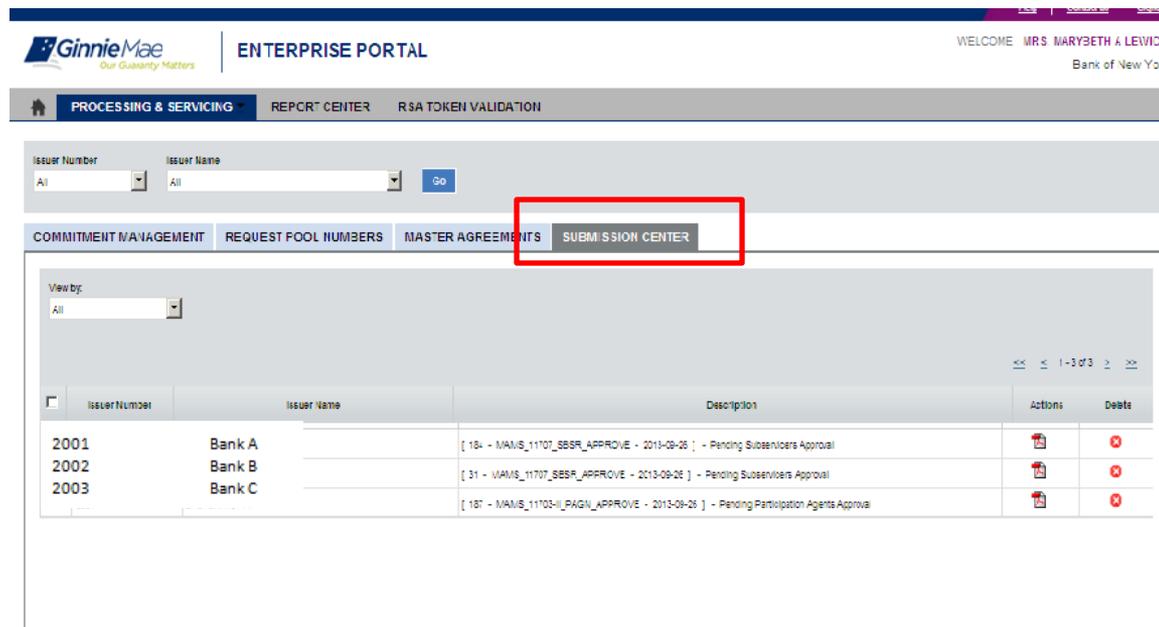
View By: Select Master Agreements. A list of pending requests is displayed.

To view a form:

- Click the PDF icon located in the Actions Field.
- The form will open in a new window.

To approve:

- Check the box to the left of the Issuer Number and Click Submit.



WELCOME MRS. MARYBETH A LEWICK
Bank of New York

PROCESSING & SERVICING REPORT CENTER RSA TOKEN VALIDATION

Issuer Number: All Issuer Name: All Go

COMMITMENT MANAGEMENT REQUEST POOL NUMBERS MASTER AGREEMENTS **SUBMISSION CENTER**

View by: All

<input type="checkbox"/>	Issuer Number	Issuer Name	Description	Actions	Debits
<input type="checkbox"/>	2001	Bank A	[18 - MAMS_11703_SBSR_APPROVE - 2013-09-26] - Pending Subservicers Approval		
<input type="checkbox"/>	2002	Bank B	[31 - MAMS_11703_SBSR_APPROVE - 2013-09-26] - Pending Subservicers Approval		
<input type="checkbox"/>	2003	Bank C	[187 - MAMS_11703-II_PAGI_APPROVE - 2013-09-26] - Pending Participation Agents Approval		

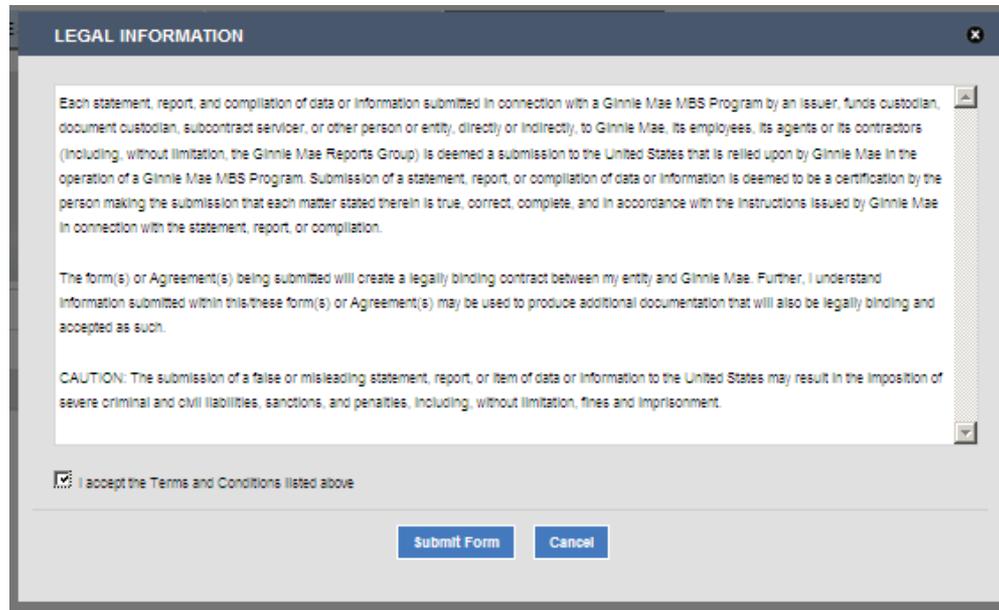
MAMS – Participation Agent Submission Center – Terms and Conditions

The Participation Agent's Authorized Signatory must acknowledge the Ginnie Mae Terms and Conditions.

Select the checkbox next to the message:

I accept the terms and conditions listed above.

Click Submit Form.



LEGAL INFORMATION

Each statement, report, and compilation of data or information submitted in connection with a Ginnie Mae MBS Program by an issuer, funds custodian, document custodian, subcontract servicer, or other person or entity, directly or indirectly, to Ginnie Mae, its employees, its agents or its contractors (including, without limitation, the Ginnie Mae Reports Group) is deemed a submission to the United States that is relied upon by Ginnie Mae in the operation of a Ginnie Mae MBS Program. Submission of a statement, report, or compilation of data or information is deemed to be a certification by the person making the submission that each matter stated therein is true, correct, complete, and in accordance with the instructions issued by Ginnie Mae in connection with the statement, report, or compilation.

The form(s) or Agreement(s) being submitted will create a legally binding contract between my entity and Ginnie Mae. Further, I understand information submitted within this/these form(s) or Agreement(s) may be used to produce additional documentation that will also be legally binding and accepted as such.

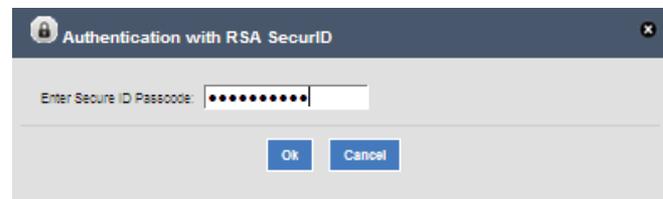
CAUTION: The submission of a false or misleading statement, report, or item of data or information to the United States may result in the imposition of severe criminal and civil liabilities, sanctions, and penalties, including, without limitation, fines and imprisonment.

I accept the Terms and Conditions listed above

[Submit Form](#) [Cancel](#)

MAMS – Participation Agent Submission Center – Authentication

The Participation Agent is prompted to authenticate the request by entering their 4-digit PIN and the 6-digit passcode displayed on their RSA SecurID Token.

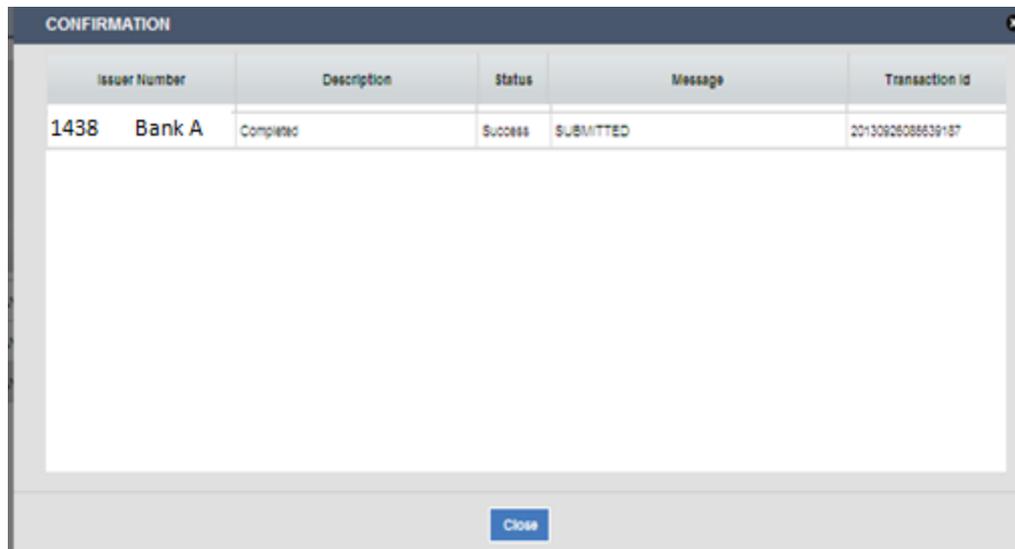


Authentication with RSA SecurID

Enter Secure ID Passcode: [Masked Password]

Ok Cancel

Upon completion, MAMS will display a confirmation.



Issuer Number	Description	Status	Message	Transaction Id	
1438	Bank A	Completed	Success	SUBMITTED	20130926086639187

Close



Master Agreements Management System
SUBMISSION CENTER

MAMS – Submission Center

The Submission Center is located on the IPMS Summary Screen and contains forms pending review and authentication.

View By: Select Master Agreements from the drop- down menu.

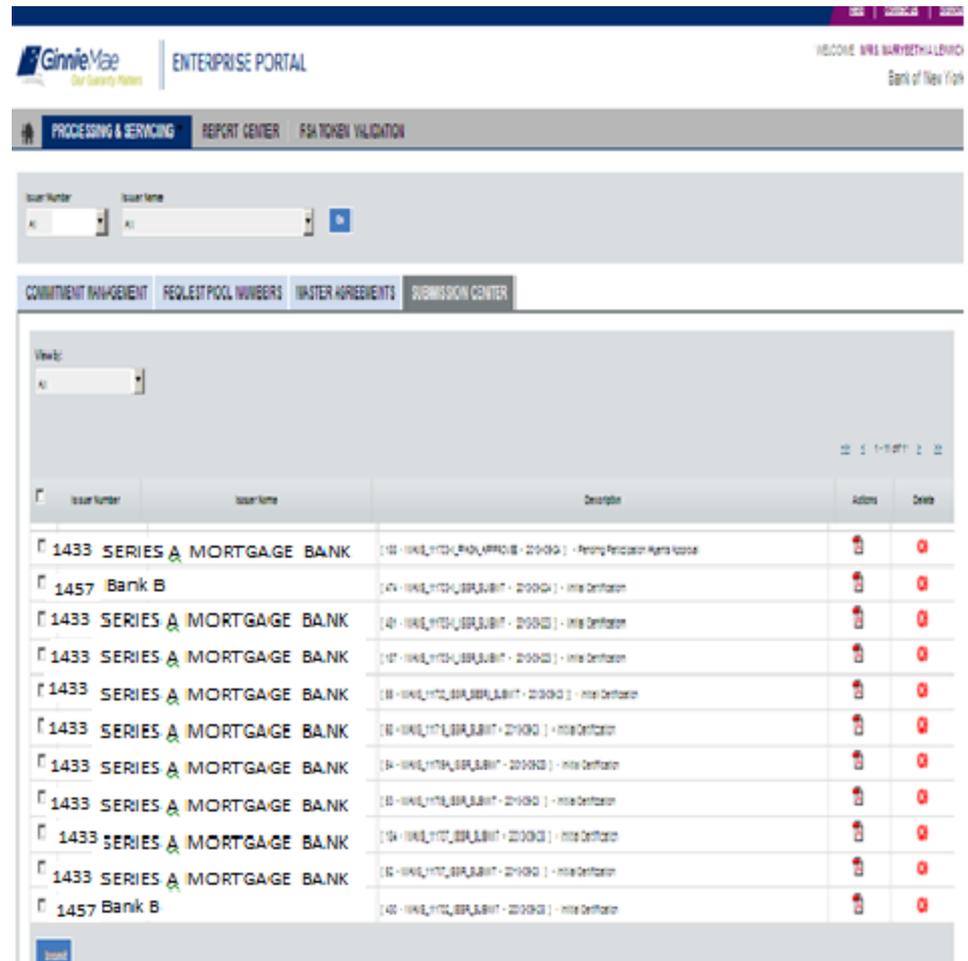
The screen displays:

- Issuer Number
- Issuer Name
- Description of the Form
- Action – Click the PDF icon to display the related form
- Delete

To submit approval(s):

- For all forms, place a check mark next to the Issuer Number column header; or
- Single Forms, place a check mark in the box next to a specific form.

Click Submit.

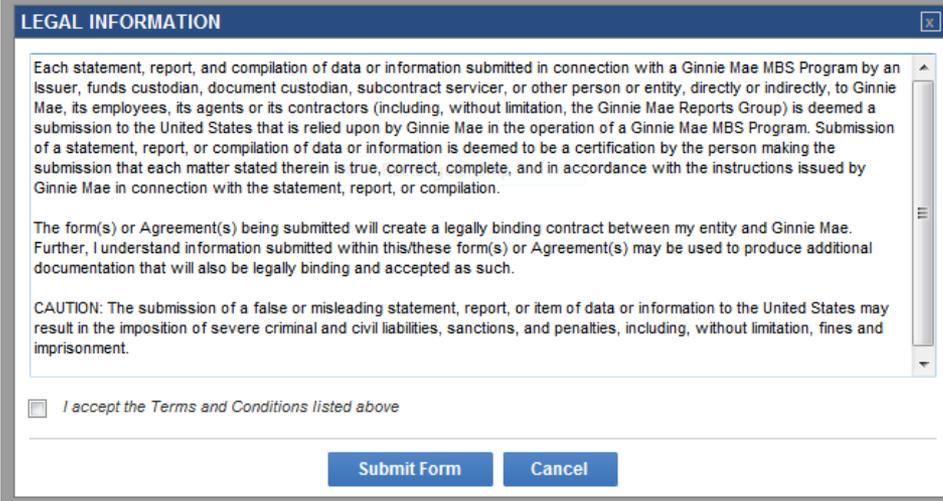


The screenshot displays the GinnieMae Enterprise Portal interface. At the top, the GinnieMae logo and 'ENTERPRISE PORTAL' are visible. A navigation bar includes 'PROCESSING & SERVICING', 'REPORT CENTER', and 'FSA TOKEN VALIDATION'. The 'SUBMISSION CENTER' tab is active. Below the navigation, there are search fields for 'Issuer Number' and 'Issuer Name'. A 'View:' dropdown menu is set to 'A'. The main content area features a table with the following columns: Issuer Number, Issuer Name, Description, Actions, and Delete. The table contains 12 rows of data, including entries for 'SERIES A MORTGAGE BANK' and 'Bank B'. Each row includes a checkbox for selection, a PDF icon for viewing, and a red 'X' icon for deletion. A 'Submit' button is located at the bottom left of the table.

Issuer Number	Issuer Name	Description	Actions	Delete
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, FPO, AFFO (B - 2010Q3) - Pending Participant Name Update		
<input type="checkbox"/>	1457 Bank B	104 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1433 SERIES A MORTGAGE BANK	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		
<input type="checkbox"/>	1457 Bank B	101 - 1046, 1172, BSA, BBIT - 2010Q3 - Info Definition		

MAMS – Submission Center – Terms & Conditions

Ginnie Mae's Terms and Conditions must be accepted by an Authorized Signatory in order to authenticate the submission. Check *I accept the Terms and Conditions listed above* and click Submit Form.



LEGAL INFORMATION

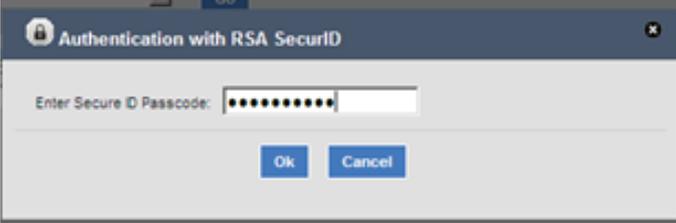
Each statement, report, and compilation of data or information submitted in connection with a Ginnie Mae MBS Program by an Issuer, funds custodian, document custodian, subcontract servicer, or other person or entity, directly or indirectly, to Ginnie Mae, its employees, its agents or its contractors (including, without limitation, the Ginnie Mae Reports Group) is deemed a submission to the United States that is relied upon by Ginnie Mae in the operation of a Ginnie Mae MBS Program. Submission of a statement, report, or compilation of data or information is deemed to be a certification by the person making the submission that each matter stated therein is true, correct, complete, and in accordance with the instructions issued by Ginnie Mae in connection with the statement, report, or compilation.

The form(s) or Agreement(s) being submitted will create a legally binding contract between my entity and Ginnie Mae. Further, I understand information submitted within this/these form(s) or Agreement(s) may be used to produce additional documentation that will also be legally binding and accepted as such.

CAUTION: The submission of a false or misleading statement, report, or item of data or information to the United States may result in the imposition of severe criminal and civil liabilities, sanctions, and penalties, including, without limitation, fines and imprisonment.

I accept the Terms and Conditions listed above

A pop-up box is displayed and the User is prompted to enter their 4-digit PIN followed by the 6-digit pass code displayed on the RSA SecurID token. Click OK.



Authentication with RSA SecurID

Enter Secure ID Passcode:

MAMS – Submission Center - Acknowledgment

Once the User authenticates their submission, MAMS will display an acknowledgment either confirming the submission was accepted or providing an error message stating why the request was not accepted.

CONFIRMATION ✕				
Issuer Number	Description	Status	Message	Transaction Id
2009 Central City Financial Corp	Initial Certification	Success	SUBMITTED	2013092315011224516

[Close](#)

Master Agreements Management System

SUMMARY SCREEN – SEARCH CRITERIA/MONITORING

MAMS – Summary Screen

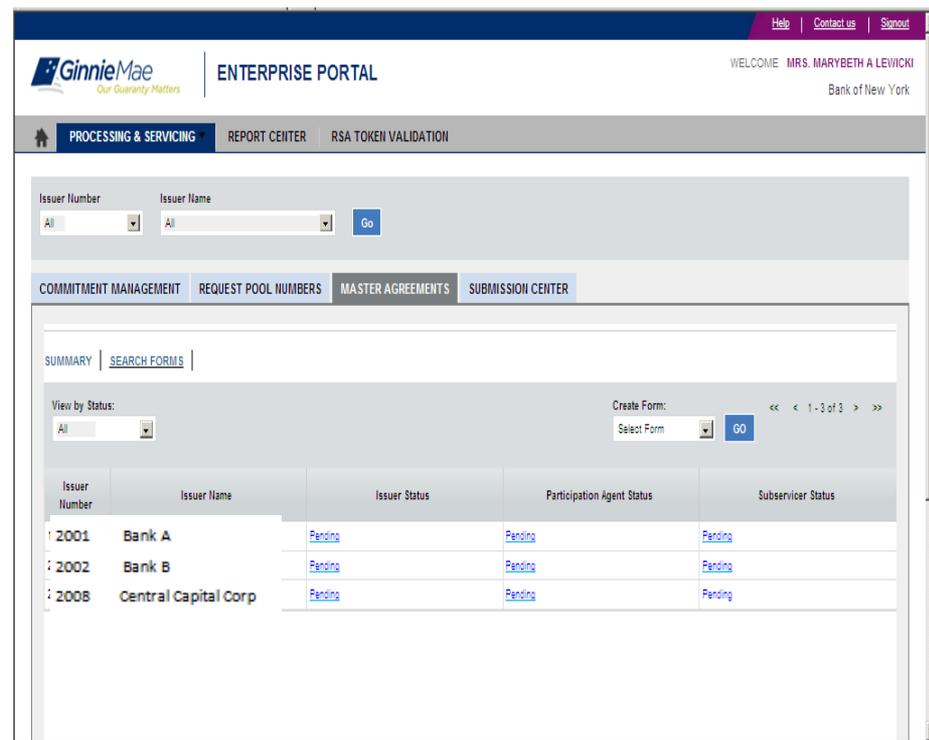
The Master Agreements Management System (MAMS) Summary Screen provides the tools required to monitor the status of each Master Agreement.

Issuer:

- Type or select the Issuer Number from the drop down menu.
- If a User supports multiple Issuer Numbers they may select All to display each Issuer.
- Click GO to proceed.

Summary:

- The status of the Agreements for the selected Issuer is displayed.
- If the Issuer is also a Participation Agent and/or Subservicer for another Counterparty the status with regards to those agreements will also display.
- By clicking the status link a User is directed to a screen to view a specific form status and take the required action.



The screenshot shows the GinnieMae Enterprise Portal interface. At the top, there is a navigation bar with 'Help', 'Contact us', and 'Signout' links. The main header includes the GinnieMae logo and 'ENTERPRISE PORTAL'. A user greeting 'WELCOME MRS. MARYBETH A LEWICKI Bank of New York' is visible. Below the header, there are tabs for 'PROCESSING & SERVICING', 'REPORT CENTER', and 'RSA TOKEN VALIDATION'. The main content area has tabs for 'COMMITMENT MANAGEMENT', 'REQUEST POOL NUMBERS', 'MASTER AGREEMENTS', and 'SUBMISSION CENTER'. The 'MASTER AGREEMENTS' tab is active, showing a 'SUMMARY' section with a 'SEARCH FORMS' link. Below this, there is a 'View by Status:' dropdown set to 'All' and a 'Create Form:' section with a 'Select Form' dropdown and a 'GO' button. A table displays the following data:

Issuer Number	Issuer Name	Issuer Status	Participation Agent Status	Subservicer Status
2001	Bank A	Pending	Pending	Pending
2002	Bank B	Pending	Pending	Pending
2008	Central Capital Corp	Pending	Pending	Pending

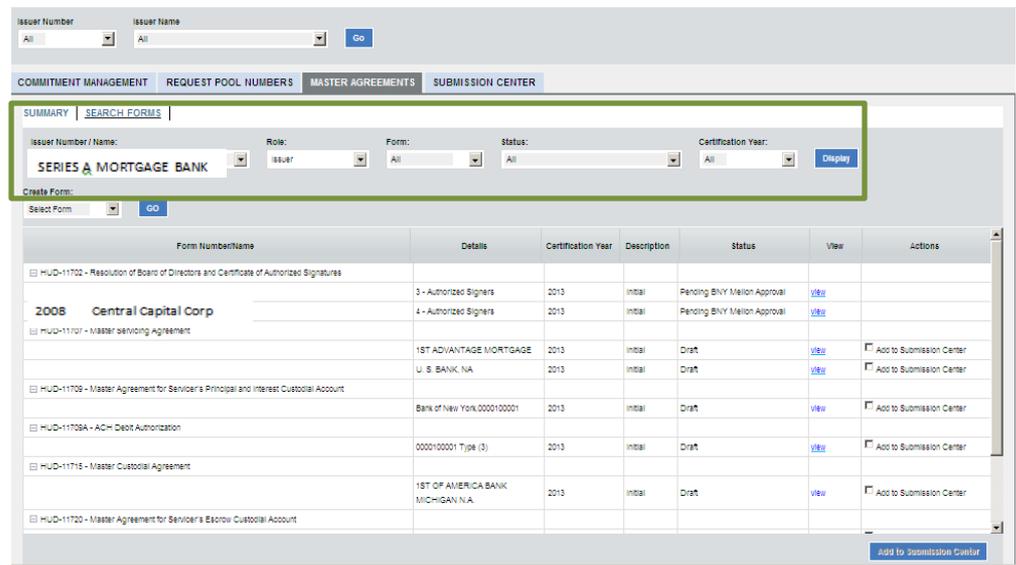
MAMS – Summary Screen – Filter/Search Criteria

The Status Detail screen displays all of the forms entered into MAMS by a User.

The User can filter their search using the following categories:

- Issuer Number/Name: Selecting another Issuer from drop down menu changes the current Issuer being displayed.
- Role: Select the appropriate role (Issuer, Participation Agent, Subservicer, Document Custodian)
- Form: Select the applicable Form
- Status: Filter by draft, new, pending or completed
- Year: Select a Certification Year

Click Display.



The screenshot shows the MAMS Summary screen with the following search filters:

- Issuer Number / Name: SERIES A MORTGAGE BANK
- Role: Issuer
- Form: All
- Status: All
- Certification Year: All

The table below displays the search results:

Form Number/Name	Details	Certification Year	Description	Status	View	Actions
HUD-11702 - Resolution of Board of Directors and Certificate of Authorized Signatures	3 - Authorized Signers	2013	Initial	Pending BNY Mellon Approval	view	
2008 Central Capital Corp	4 - Authorized Signers	2013	Initial	Pending BNY Mellon Approval	view	
HUD-11707 - Master Servicing Agreement	1ST ADVANTAGE MORTGAGE U. S. BANK, NA	2013	Initial	Draft	view	<input type="checkbox"/> Add to Submission Center
HUD-11709 - Master Agreement for Servicer's Principal and Interest Custodial Account	Bank of New York,0000100001	2013	Initial	Draft	view	<input type="checkbox"/> Add to Submission Center
HUD-11708A - ACH Debt Authorization	0000100001 Type (3)	2013	Initial	Draft	view	<input type="checkbox"/> Add to Submission Center
HUD-11715 - Master Custodial Agreement	1ST OF AMERICA BANK MICHIGAN, N.A.	2013	Initial	Draft	view	<input type="checkbox"/> Add to Submission Center
HUD-11720 - Master Agreement for Servicer's Escrow Custodial Account						<input type="checkbox"/> Add to Submission Center

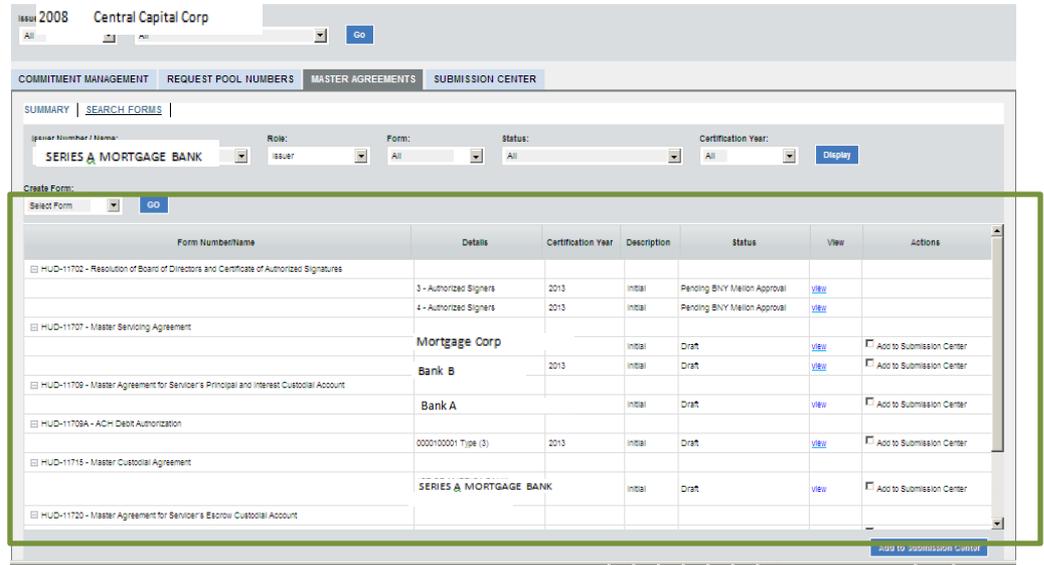
MAMS – Summary Screen – Filter/Search Criteria – Display

From the MAMS Summary screen Users can view their selected forms as well as add them to the Submission Center.

The following detail displays based on the User's search criteria:

- Form Number/Name
- Details
- Certification Year
- Description
- Status
- View
- Actions

Click the View link to display the applicable form.



The screenshot shows the MAMS Summary screen for Central Capital Corp in 2008. The search criteria are: Series A Mortgage Bank, Role: issuer, Form: All, Status: All, Certification Year: All. The table below displays the results of the search.

Form Number/Name	Details	Certification Year	Description	Status	View	Actions
<input type="checkbox"/> HUD-11702 - Resolution of Board of Directors and Certificate of Authorized Signatures	3 - Authorized Signers 4 - Authorized Signers	2013	initial	Pending BNY Mellon Approval	view	
<input type="checkbox"/> HUD-11707 - Master Servicing Agreement	Mortgage Corp		initial	Draft	view	<input type="checkbox"/> Add to Submission Center
<input type="checkbox"/> HUD-11709 - Master Agreement for Servicer's Principal and Interest Custodial Account	Bank B	2013	initial	Draft	view	<input type="checkbox"/> Add to Submission Center
<input type="checkbox"/> HUD-11708A - ACH Debit Authorization	Bank A		initial	Draft	view	<input type="checkbox"/> Add to Submission Center
<input type="checkbox"/> HUD-11708A - ACH Debit Authorization	0000100001 Type (3)	2013	initial	Draft	view	<input type="checkbox"/> Add to Submission Center
<input type="checkbox"/> HUD-11715 - Master Custodial Agreement	SERIES A MORTGAGE BANK		initial	Draft	view	<input type="checkbox"/> Add to Submission Center
<input type="checkbox"/> HUD-11720 - Master Agreement for Servicer's Escrow Custodial Account						

MAMS – Summary Screen – Filter/Search Criteria – View Form

When a User clicks View, the HUD Form created by the Issuer is displayed.

[< Back](#)

HUD-11707 - MASTER SERVICING AGREEMENT

Issuer Number/Name:*	2008	Central Capital Corp
Document Date:*	09/12/2013	
Signed by:	Marybeth A Lewicki	
Title:		

Serviced By*

Issuer Subservicer

Subservicer Details

Issuer Number/Name:*	2009	MORTGAGE COMPANY
Document Date:		
Signed by:		
Title:		

[View as HUD PDF](#)

[<Back](#)

Form Instructions: http://www.ginniemae.gov/doing_business_with_ginniemae/issuer_resources/Pages/mbsguideappendiceslib.as



Master Agreements Management System

REPORTS

Reports

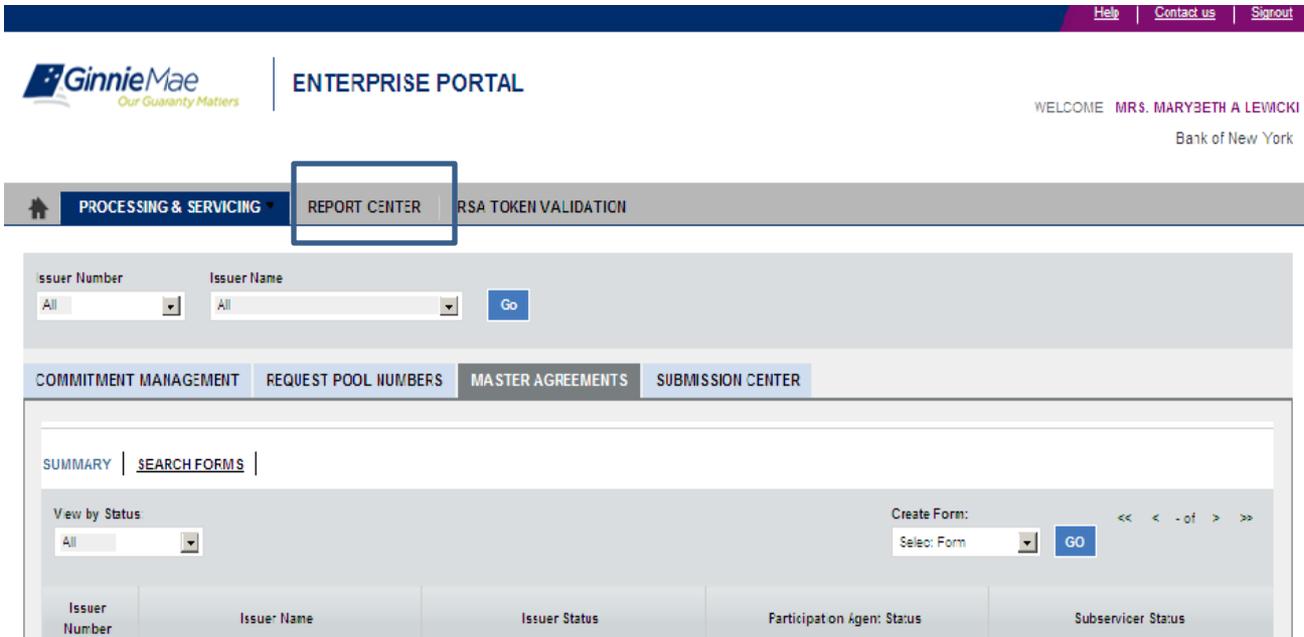
The Master Agreements Management System reports are available through the Report Center located on the IPMS summary page. Users may filter, sort and export reports to Microsoft Excel, CSV and XMS as well as PDF, if applicable.

The report options are as follows:

- Master Agreement - Recertification Delinquent Forms By Role
- Master Agreement - Certification History
- Master Agreement - Approved Master Agreements

Report Center

To access the Report Center, click the tab located on the IPMS Summary Screen.



The screenshot displays the GinnieMae Enterprise Portal interface. At the top right, there are links for [Help](#), [Contact us](#), and [Signout](#). The GinnieMae logo and the text "Our Guaranty Matters" are on the left, and "ENTERPRISE PORTAL" is in the center. A user greeting "WELCOME MRS. MARYBETH A LEWICKI" and "Bank of New York" is on the right. A navigation bar contains a home icon, "PROCESSING & SERVICING", "REPORT CENTER" (highlighted with a blue box), and "RSA TOKEN VALIDATION". Below this is a search area with "Issuer Number" and "Issuer Name" dropdowns, both set to "All", and a "Go" button. A secondary navigation bar includes "COMMITMENT MANAGEMENT", "REQUEST POOL NUMBERS", "MASTER AGREEMENTS", and "SUBMISSION CENTER". The main content area has "SUMMARY" and "SEARCH FORMS" tabs. Below these are "View by Status" and "Create Form:" sections, each with a dropdown menu and a "GO" button. At the bottom, a table header is visible with columns: "Issuer Number", "Issuer Name", "Issuer Status", "Participation Agent Status", and "Subservicer Status".

Report Center

Place a check mark next to Master Agreements and click the Report Module link.

Help | Contact us | Signout

 **ENTERPRISE PORTAL**

WELCOME **MRS. MARYBETH A LEWICKI**
Bank of New York

PROCESSING & SERVICING ▾ **REPORT CENTER** RSA TOKEN VALIDATION

Subscribe | Page 1 of 1 | [] | [] Show: Public Folders ▾

<input checked="" type="checkbox"/>	Type	Name	Updated
<input type="checkbox"/>	Folder	Commitment Management	9/4/2013 3:30 PM
<input type="checkbox"/>	Folder	Master Agreements	9/4/2013 3:30 PM
<input type="checkbox"/>	Folder	Request Pool Numbers	9/4/2013 3:31 PM

Subscribe | Page 1 of 1 | [] | [] Show: Public Folders ▾

PRIVACY POLICY GINNIE MAE: GOVERNMENT GUARANTEED

Report Center

A catalog of available reports will be displayed. Place a checkmark next to the applicable report and click on the Report description link to launch the report query.

NOTE: A User will only have access to the reports relevant to their role and organization.

[Help](#) | [Contact us](#) | [Signout](#)

 **ENTERPRISE PORTAL** WELCOME **MRS. MARYBETH A LEWICKI**
Bank of New York

 **PROCESSING & SERVICING** ▾ **REPORT CENTER** RSA TOKEN VALIDATION

Subscribe | Page **1** of 1 |  |  Show: **Master Agreements** ▾

<input type="checkbox"/>	Type	Name	Updated
<input type="checkbox"/>		Approved Master Agreements	8/14/2013 3:17 PM
<input type="checkbox"/>		Certification History	8/14/2013 3:17 PM
<input type="checkbox"/>		Delinquent Issuers	8/14/2013 3:17 PM

Subscribe | Page **1** of 1 |  |  Show: **Master Agreements** ▾

[PRIVACY POLICY](#) GINNIE MAE: GOVERNMENT GUARANTEED 

Report Center – Defining Report Criteria

Each MAMS Report allows a User to query and define certain report criteria. A Prompt screen will appear. The top portion of the screen lists the data elements which may be queried.

To establish the report parameters:

Enter the data element in the field provided, **or**:

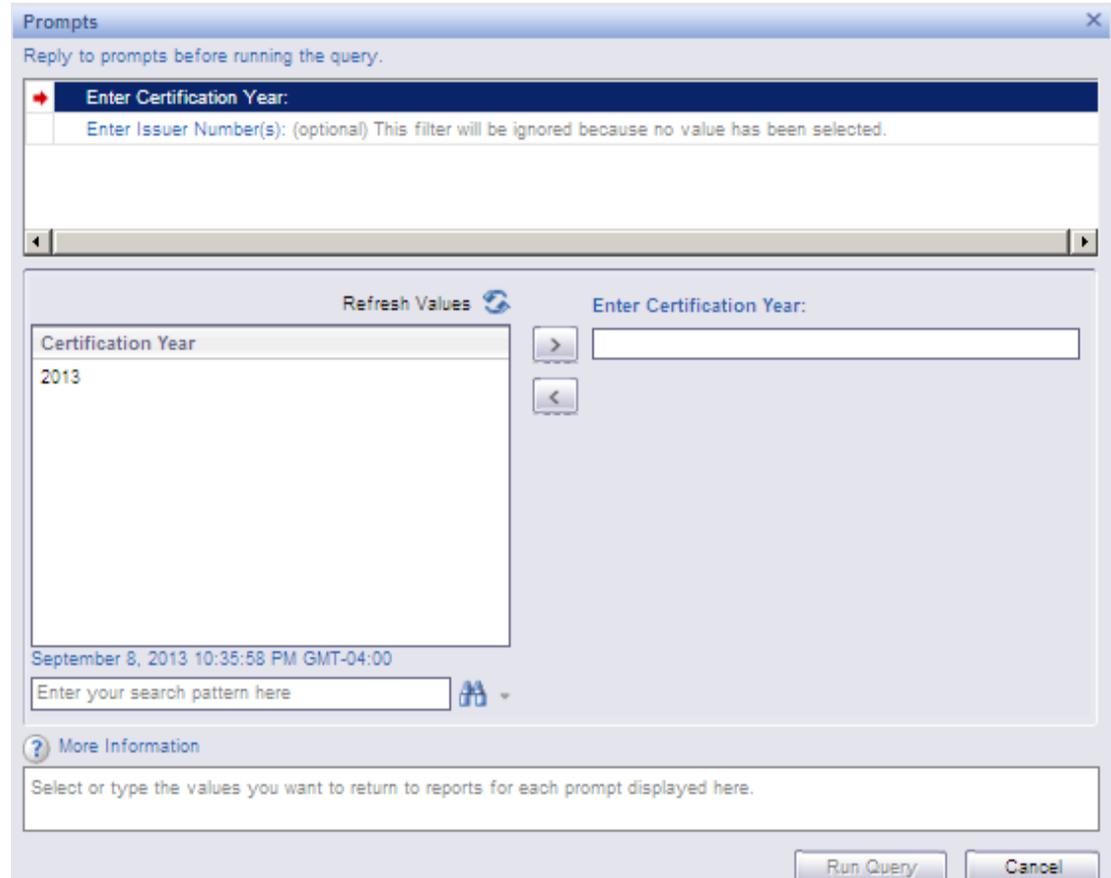
Click the Refresh Values icon to display the available values list box on the left.

Select the items from the list box.

Click the > button to add the selections to the search box on the right or the < button to remove selections.

To select multiple numbers, press the Ctrl key and click the mouse over each number.

Click Run Query to continue.



Prompts

Reply to prompts before running the query.

Enter Certification Year:

Enter Issuer Number(s): (optional) This filter will be ignored because no value has been selected.

Refresh Values

Certification Year

2013

Enter Certification Year:

September 8, 2013 10:35:58 PM GMT-04:00

Enter your search pattern here

More Information

Select or type the values you want to return to reports for each prompt displayed here.

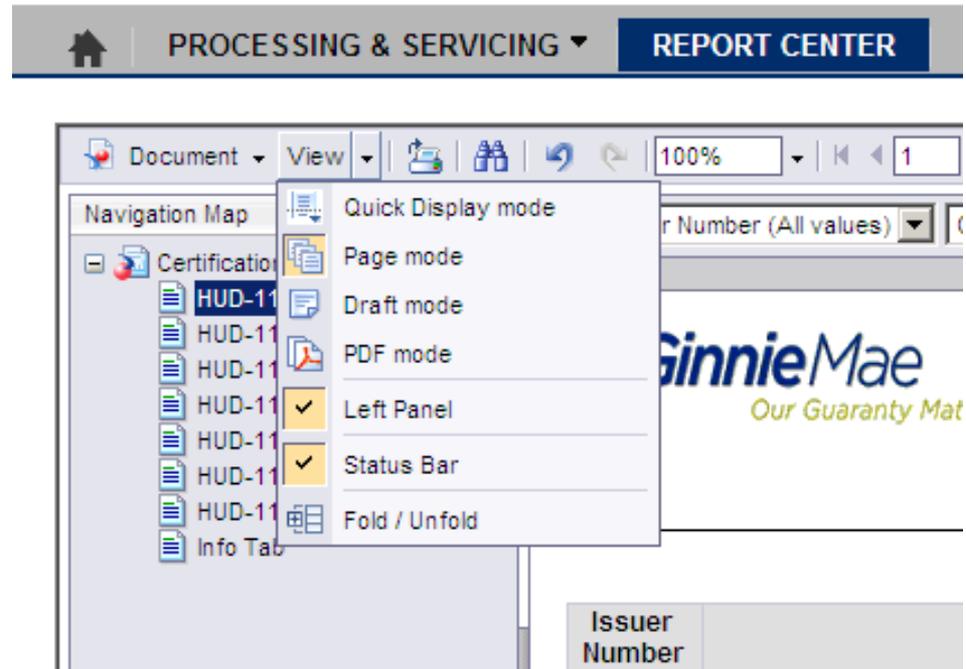
Run Query Cancel

Report Center: Menu Bar– View

The MAMS Report Center Menu Bar provides options to view, save or download reports:

View - provides a menu of options including:

- Quick Display Mode
- Page Mode
- Draft Mode
- PDF Mode



From the View drop-down menu, the User may:

- Click Left Panel menu option to display or hide the report panel.
- Click Status Bar menu option to display or hide the report creation date on the bottom right.
- Click Fold/Unfold menu option to collapse or expand the Issuer numbers displayed for particular years and months. The Fold/Unfold option can also be accessed by clicking the icon on the right.

Report Center – Saving & Downloading

To save a report; click the **Document** link located on the menu bar

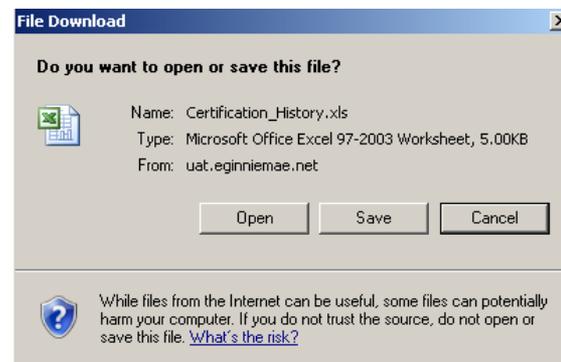
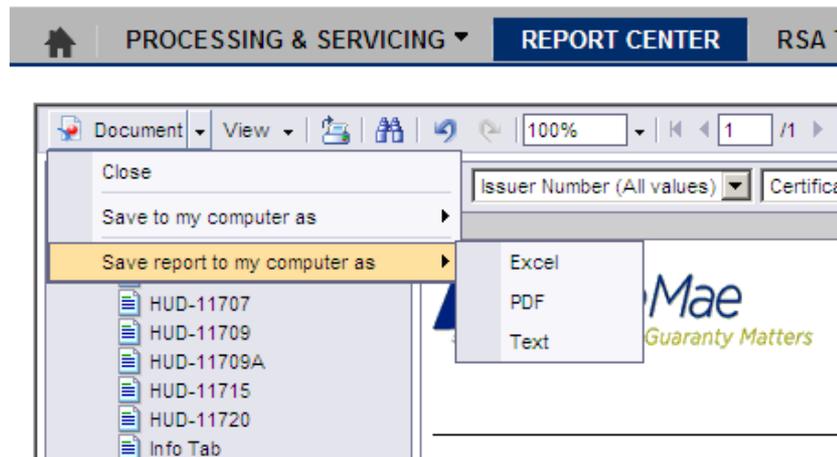
Select:

- Close
- Save to my Computer As or
- Save Report to my Computer As

The User is prompted to either open or save the document in one of the following formats:

- Excel
- PDF
- Text

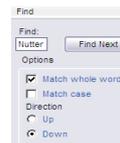
A file download box is displayed, click Save and rename the file and save to your file/folder directory.



Report Center – Menu Bar – Print & Navigate

To print a report, click on the Printer icon located in the menu bar. 

To search click the Binoculars icon.  A Find screen displays; enter search query and select the applicable options. Click Find Next.



To navigate through the Report Center options:

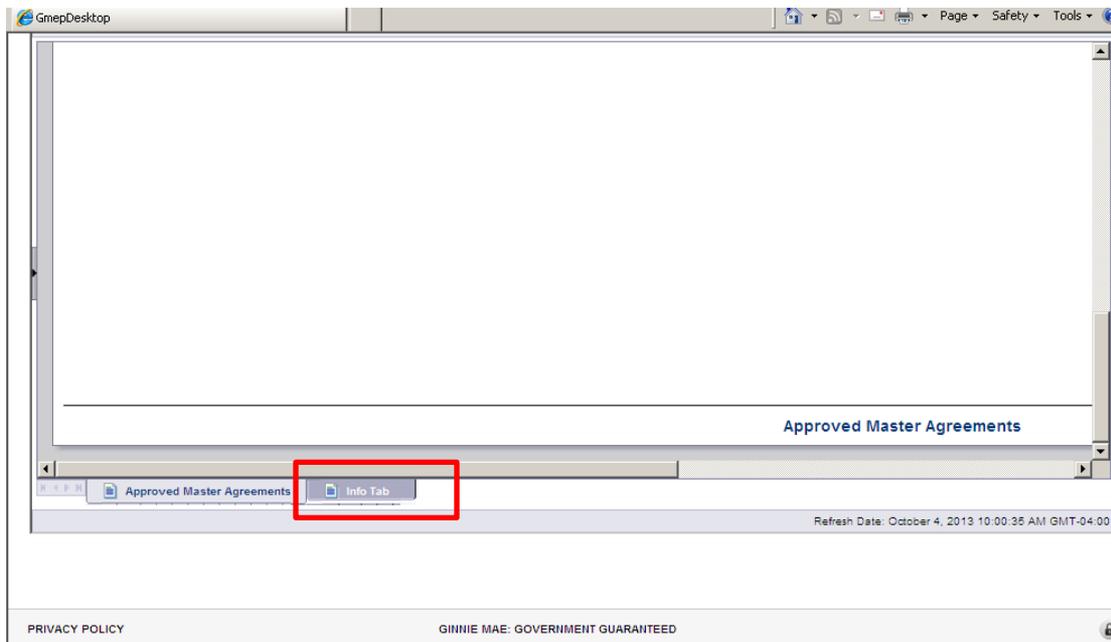
- To Undo or Redo previous report actions click  .
- Select a Magnification option to zoom in or out of the report.
- For multi-page reports, click the arrows to navigate to the previous, next or last page.
- Click the Refresh All button on the right and select a single or all report parameters to refresh report data.



Reports – Info Tab

Each report has an Info Tab which provides a brief description of the report, the report execution limits (if applicable), a definition of the column headings and the search criteria features that are available.

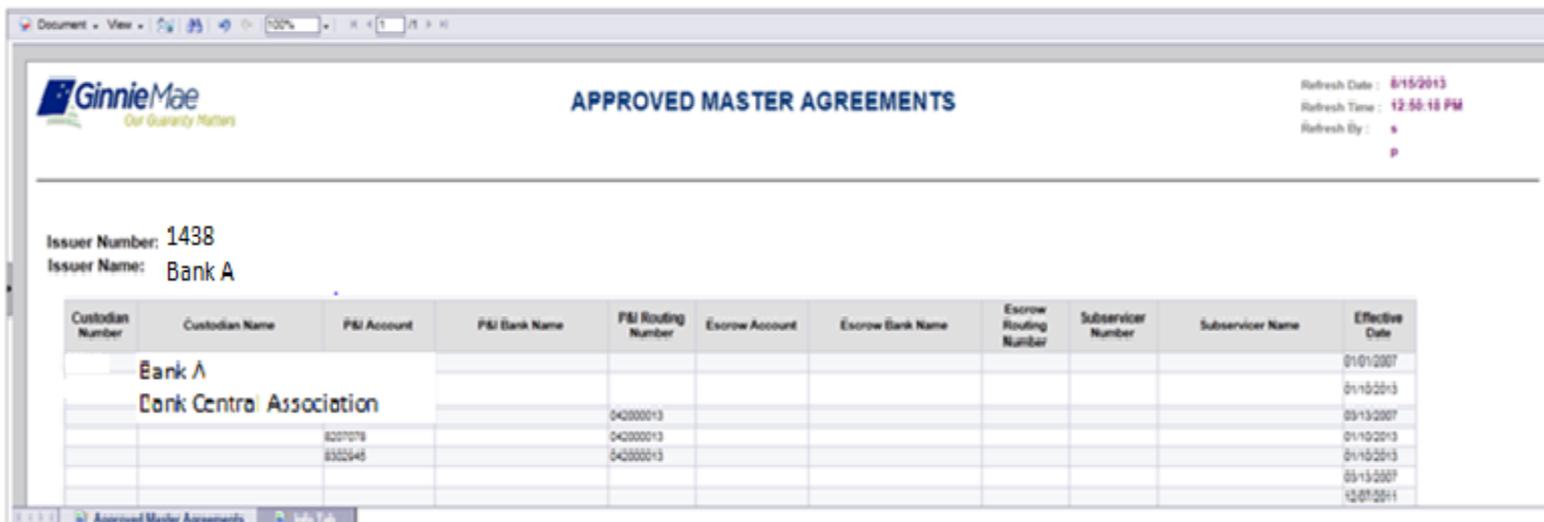
The Info Tab can be accessed by clicking the menu option on the left panel or the Info Tab located at the bottom of the screen.



Sample Report – Approved Master Agreements

This report displays by Issuer Number, the Master Agreements information from the newest approved certification.

- Custodian (from HUD-11715)
- P&I Account (from HUD-11709)
- Escrow Account (from HUD-11720)
- Subservicer (from HUD-11707)



Document - View - 100% - 1/1

GinnieMae APPROVED MASTER AGREEMENTS Refresh Date: 8/15/2013
Refresh Time: 12:50:18 PM
Refresh By: s
P

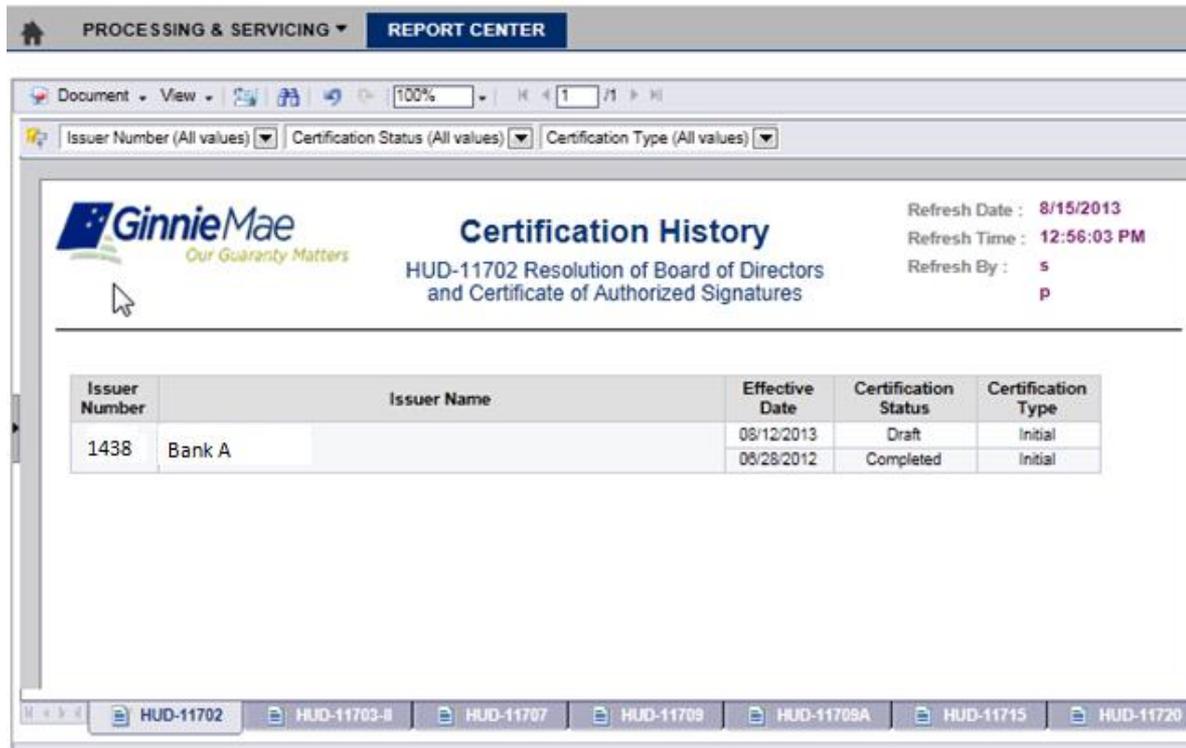
Issuer Number: 1438
Issuer Name: Bank A

Custodian Number	Custodian Name	P&I Account	P&I Bank Name	P&I Routing Number	Escrow Account	Escrow Bank Name	Escrow Routing Number	Subservicer Number	Subservicer Name	Effective Date
	Bank A									01/01/2007
	Bank Central Association			04000013						01/10/2013
		8207078		04000013						05/13/2007
		8322546		04000013						01/10/2013
										05/13/2007
										12/01/2011

Approved Master Agreements Info Tab

Sample Report – Certification History

This report contains a synopsis of the certification history for each of the forms making up the Master Agreement. The report includes the Issuer Number and Name, Effective date of the Initial Submission or Recertification, Certification Status and Certification Type.



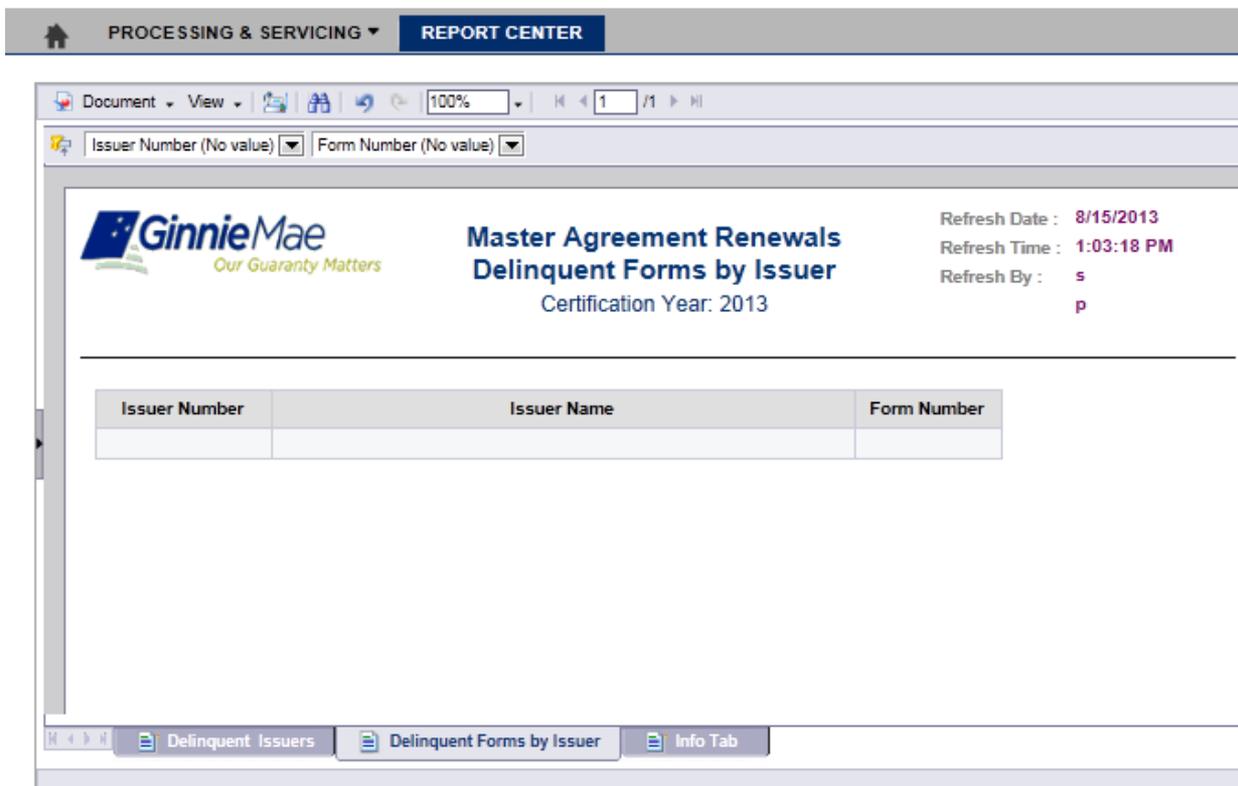
The screenshot shows a web application interface for the 'REPORT CENTER'. The main content area displays the GinnieMae logo, the title 'Certification History', and the specific report title 'HUD-11702 Resolution of Board of Directors and Certificate of Authorized Signatures'. To the right, refresh information is shown: Refresh Date: 8/15/2013, Refresh Time: 12:56:03 PM, and Refresh By: s p. Below this is a table with the following data:

Issuer Number	Issuer Name	Effective Date	Certification Status	Certification Type
1438	Bank A	08/12/2013	Draft	Initial
		08/28/2012	Completed	Initial

At the bottom of the screen, a taskbar shows several document tabs: HUD-11702, HUD-11703-B, HUD-11707, HUD-11709, HUD-11709A, HUD-11715, and HUD-11720.

Sample Report: Delinquent Forms by Issuer

This report identifies Issuers that have not met their Initial Submission or recertification obligation by the defined deadline. The report contains the Issuer Number, Issuer Name and the Form number for the form that is past due.



PROCESSING & SERVICING REPORT CENTER

Document View 100% 1 / 1

Issuer Number (No value) Form Number (No value)

 **Master Agreement Renewals**
Delinquent Forms by Issuer
Certification Year: 2013

Refresh Date : 8/15/2013
Refresh Time : 1:03:18 PM
Refresh By : s
p

Issuer Number	Issuer Name	Form Number
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Delinquent Issuers Delinquent Forms by Issuer Info Tab

Help

The Master Agreements Management System User Guide is located in the help section of GMEP.

The *Contact Us* link on the upper right of the GMEP Portal provides a list of relevant Ginnie Mae contacts, including program hotlines and technical assistance.

This presentation has been recorded and is available on the Modernization Resource Page and Ginnie Mae University which are both available at www.ginniemae.gov.



Master Agreement Management System

APPENDIX

FORM CREATION – ENTRY INSTRUCTIONS

Form HUD-11702 – Resolution of Board of Directors and Certificate of Authorized Signatures

Issuer Details:

- **Issuer Number/Name:** Type/select the Issuer Number from the drop down menu, the Issuer name will display.
- **Board Meeting Place:** Enter the building name/number and street address of the Issuer's corporate head quarters.
- **City/State/Zip:** Enter location of the Issuer's Corporate headquarters.
- **Board Meeting Date:** Select the date from the calendar corresponding to the date that the board approved the authorized signatories. The date may not be greater than the current date.
- **Secretary's Name:** Enter the full name of the Issuer's Board of Directors Secretary.

Certifying Officer Details:

- **Certifying Officer's Name:** Enter the full name of the Authorized Officer certifying the authorized signature list.
- **Certifying Officer's Title:** Enter the full title of Officer certifying the authorized signature list.

Form HUD-11702

Institutional Details:

- **Institution Name:** Displays based on Issuer Number previously entered.
- **Address:** Street address of Issuer's office where primary contacts are located.
- **City/State/Zip:** Enter location of the Issuer's office where the primary contacts are located.
- **Signed By/Title:** These fields cannot be edited. They default to the name and title of the Authorized Signatory authenticating the form.
- **Date:** Utilizing the calendar icon, select the date the form is being submitted. The date cannot be greater than the current date or before the board meeting date.

Form HUD-11702

Authorized Signatory

- **Replace Existing Authorized Signers:** Not applicable for the first entry.
- **Browse:** Utilized to add multiple names to the Authorized Signatory listing.

This feature directs User to their folder/file directory to identify the CSV file listing the authorized signers names and titles.

Click Upload File to upload the CSV file of Authorized Signatory names and titles on to the form.

Authorized Signers:

- Click Delete to remove an Authorized Signatory; the User is prompted to confirm the request.
- Click Add Row to add a new Authorized Signatory. Enter the name and title of the signatory.

Authorized Signers

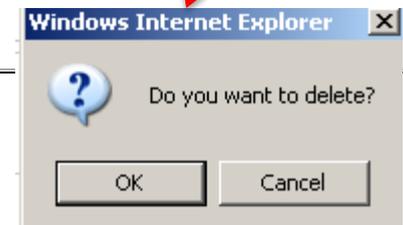
Replace Existing Authorized Signers: Yes No

Authorized Signers:

First Name*	Middle Name	Last Name*	Title*	Added Date	Delete
Mary	A	Levicki	Managing Director	9/3/2013	<input type="button" value="Delete"/>
Vivian		Gayle	Executive Vice President	9/3/2013	<input type="button" value="Delete"/>
Tammy		Figueroa	Vice President	9/3/2013	<input type="button" value="Delete"/>
				9/3/2013	<input type="button" value="Delete"/>
<input type="button" value="+ Add Row"/>					

Document:

m Instructions http://www.ginnie.com/blog_business_with_ginnie/maelissuer_resources/Pages/Forms/QuickLinks.aspx



Form HUD-11702

Form HUD-11702 requires the Issuer to create a PDF of the form and obtain the requisite signatures prior to submission.

To generate a PDF:

Click the View as HUD PDF button located on the Create Form Screen.

A file download box displays, select Save or Open and print the form.

- Obtain the requisite signatures
- Scan the form as a PDF
- Save to the Users folder/file directory.

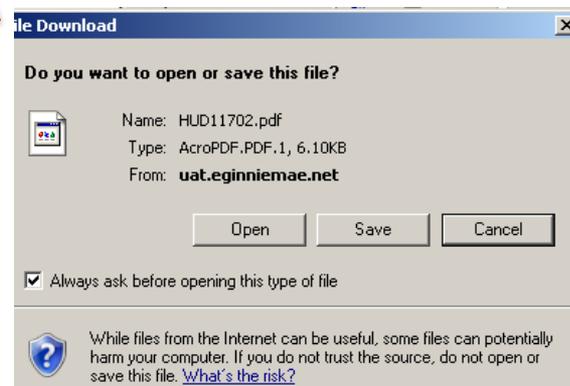
Authorized Signers

Replace Existing Authorized Signers* Yes No

Authorized Signers:

First Name*	Middle Name	Last Name*	Title*	Added Date	Delete
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	10/7/2013	<input type="button" value="Delete"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	10/7/2013	<input type="button" value="Delete"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	10/7/2013	<input type="button" value="Delete"/>

Document:



Uploading the Completed Form

To upload the completed form:

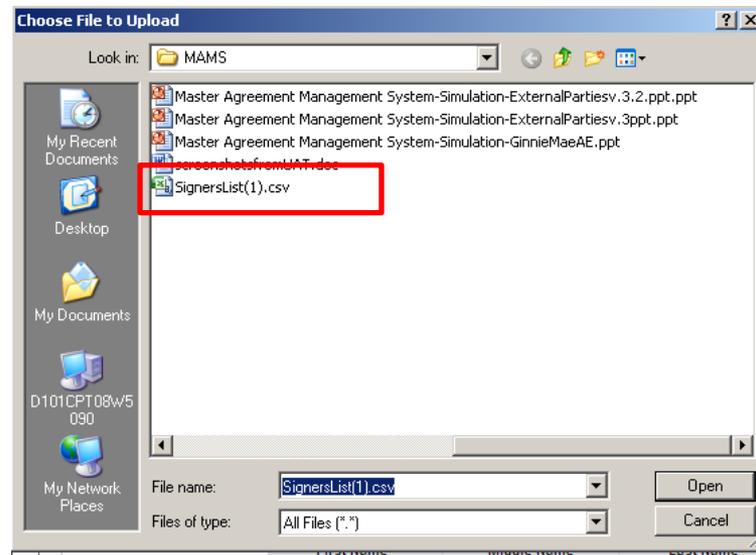
- Click the browse button
- Select the file name of the saved PDF form.
- Click the Upload Document button.

NOTE: The path to the selected document appears in the field directly to the left of the Browse button.

- Click Save to Submission to submit the form for review and authentication.



Document:



Form HUD-11703-II Master Agreement for Participation Accounting

Issuer Details:

- **Issuer Name/Number:** Type or select the Issuer Number from the drop down menu, the Issuer name will display.
- **Document Date:** Using the calendar icon, select the date the agreement being executed.
- **Issuer's Signing Officer's Name/Title:** These fields may not be edited and default to the name and title of the User authenticating the form.
- **Consideration:** Enter the annual fee charged by the Participation Agent (e.g. \$X,XXX.XX).

Serviced By:

- **Issuer or Participation Agent:** Click the appropriate radio button.
- **Participation Agent Detail:** Required when a Participation Agent is selected .
- **Issuer Number/Name:** Select or type the Issuer Number of the Participation Agent from the drop down menu.
- **Entity Type:** Enter the Subservicer's organization type (i.e. Corporation, LLC, Company). Confirm the organizational structure prior to entering a response.
- **Address:** Enter the building name/number and street address of the Subservicer's location.
- **City/State/Zip:** Enter and select the location of the Subservicer's office.
- **Signed By/Title:** These fields cannot be edited and default to the name and title of the Participation Agent authenticating the form.

FORM HUD-11707 Master Servicing Agreement

Issuer Details:

- **Issuer Name/Number:** Type or select the Issuer Number from the drop down menu, the Issuer name will display.
- **Document Date:** Utilizing the calendar icon, select the date the Master Servicing Agreement is being executed.
- **Signed By & Title:** These fields cannot be edited and default to the name and title of the User authenticating the request.

Serviced By:

- **Serviced By:** Issuer or Subservicer; click the appropriate selection.
- **If a Subservicer is identified, complete the following:**
- **Issuer Number/Name:** Select from the drop down menu.
- **Document Date:** The date will remain blank until the Subservicer has approved the form.
- **Signed By/Title:** These fields default to the name and title of the Subservicer User who is reviewing and accepting the form.

The Effective Date of the form is equal to one of the following:

- (a) the date when it is submitted if there is no Subservicer or;
- (b) if a Subservicer has been identified the date that the Ginnie Mae Account Executive approves the form.

FORM HUD-11709 Master Agreement Servicer's Principal and Interest Custodial Account

Issuer Details:

- **Issuer Name/Number:** Type or select the Issuer Number from the drop down menu, the Issuer name will display.
- **Document Date:** Utilizing the calendar icon, select the date the Master Servicing Agreement is being executed.
- **Signed By/Title:** These fields cannot be edited and default to name and title of the User authenticating the request.
- **P&I Account Type:** Select Custodial Account or Disbursement Account by clicking the applicable radio button.

Bank Details:

Account Name: Enter the full legal name of the Issuer's Account.

- **P&I Bank ID:** Enter ABA (Routing Number) of the Financial institution where the account is maintained.
- **Account Number:** Enter the Issuer's account number. The entry must be numerical, no symbols or dashes.
- **Institutional Details:**
- **Institutional Name:** Enter the full legal name of Financial Institution where Issuer's account is located.
- **Address:** Specify the Building name/number and street address of the Financial Institution.
- **City/State/ZIP:** Enter location of financial institution.
- **Bank Officer Name/Tile:** Enter the name and title of Banking Officer at Financial institution.

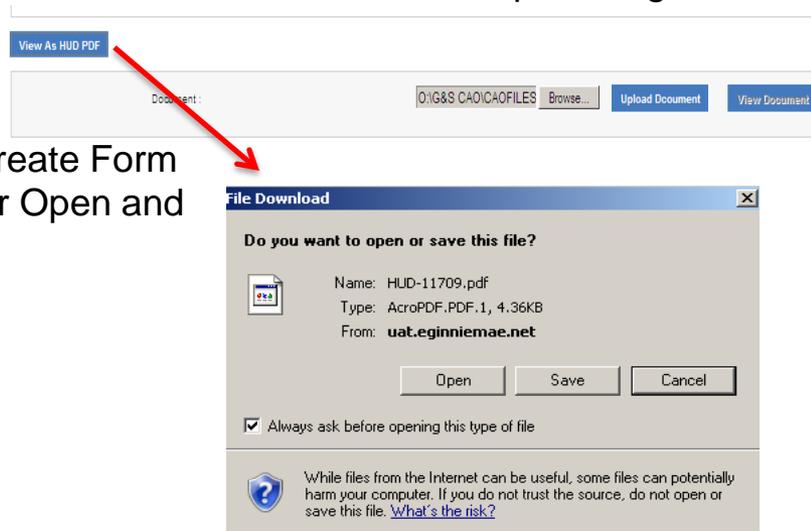
Form HUD-11709

Form HUD-11709 requires the Issuer to create a PDF of the form and obtain the requisite signatures prior to submission.

To generate a PDF of the Form

Click the View as HUD PDF button located on the Create Form Screen. A file download box displays, select Save or Open and print the form.

- Obtain the requisite signatures
- Scan the form as a PDF
- Save to the Users folder/file directory.



Master Agreement for Servicer's Principal and Interest Custodial Account

U.S. Department of Housing and Urban Development
Government National Mortgage Association

OMB Approval No. 2503-0033 (Exp. 03/31/2015)

Public reporting burden for this collection of information is estimated to average 2 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

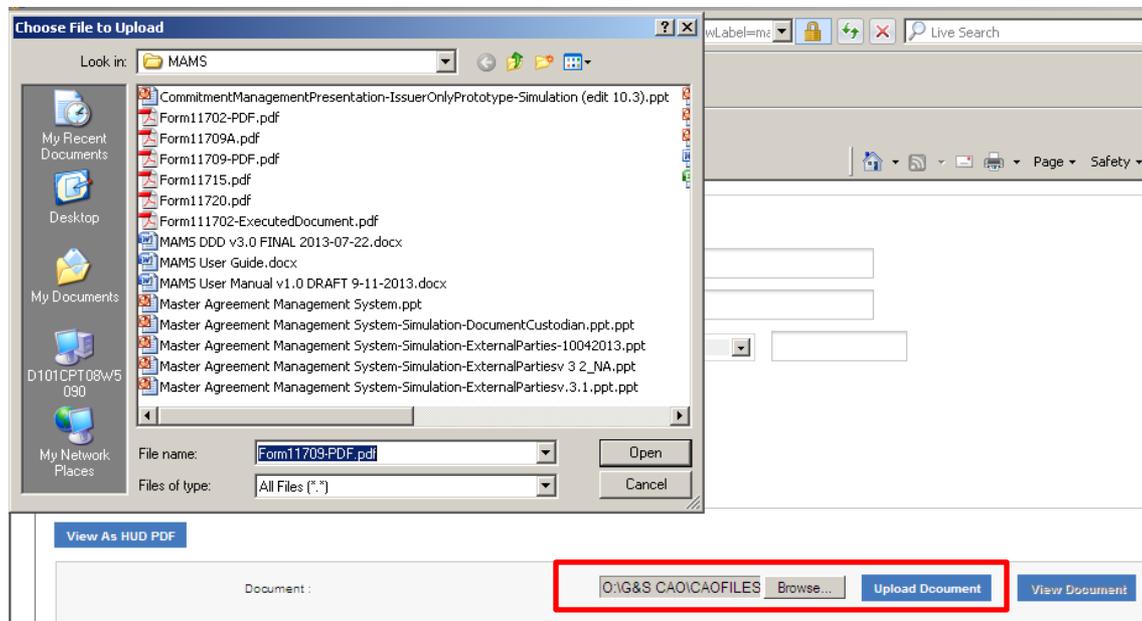
The information is required by Sec. 306(g) of the National Housing Act or by Ginnie Mae Handbook 5500.3, Rev. 1. The information is required to serve as evidence to the establishment of a master principal and interest custodial account for the deposit of sums payable under mortgages pooled for, and guaranteed by, Ginnie Mae in connection with MBS, and that all such amounts shall be payable to Ginnie Mae on demand and without notice. The information collected will not be disclosed outside the Department except as required by law.

<input checked="" type="checkbox"/>	Initial	<input type="checkbox"/>	Renewal	P & I Bank ID Number (ABA/Federal Routing Number)	Date
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Form HUD-11709

To upload the completed form:

- Click the browse button.
- Select the file name of the saved PDF form.
- Click the Upload Document button.
NOTE: The path to the selected document appears in the field directly to the left of the Browse button.
- Click Save to Submission to submit the form for review and authentication by an Authorized Signatory.



FORM HUD-11709-A ACH Debit Authorization

Issuer/Program Details:

- **Ginnie Mae Type:** Click the radio button corresponding to the applicable program(s).
- **Issuer Name/Number:** Type or select the Issuer Number from the drop down menu, the Issuer name will display.
- **Address:** Enter building name, street address and suite number (if applicable) of the Issuer.
- **City/State/Zip:** Enter Issuer's office location.
- **Signed By/Title:** These fields cannot be edited and default to the name of the User authenticating the request.
- **Document Date:** Utilizing the calendar icon, select the date the ACH Debit Authorization form is being executed.
- **Custodial Account Changed:** Click appropriate radio button; Yes or No; response defaults to NO for initial input.

Central P&I Custodial Account:

- **Account Number:** Enter the Issuer's account number. Input must be numeric only, no symbols/dashes.
- **Account Name:** Enter the full legal name of the Issuer's account.
- **ACH Routing Code:** ABA Number (also referred to as Bank Routing Number).
- **Name of Bank:** Enter the full legal name of the Financial institution where the account is maintained.
- **Address:** Specify the building name and/or number and street address.
- **City, State, ZIP:** Enter location of the Financial Institution.

Form HUD-11715 Master Custodial Agreement

Issuer Detail:

- **Issuer Name/Number:** Type or select the Issuer Number from the drop down menu, the Issuer name will display.
- **Document Date:** Utilizing the calendar icon, select the date the Master Custodial Agreement is being executed.

Document Custodial Detail:

- **Custodian Number/Name:** Select the Document Custodian ID number from the drop down box.

Regulatory Detail:

- **Regulatory Institution Name:** Using the drop down menu, select the appropriate regulatory authority governing the Document Custodian. Selection includes: FDIC, FRS, OCC, OTS, NCUA and FHLB.
- **Consideration:** Enter the annual fee charged by the Document Custodian (e.g. \$X,XXX.XX).
- **Issuer's Signing Officer's Name/Title:** These fields cannot be edited and default to name and title of the User authenticating the request.
- **Custodian Signing Officer's Name/Title:** These fields cannot be edited and default to name and title of the User authenticating the request.
- **The Effective date** is the date that the Custodian accepts the form.

Form HUD-11720 Master Agreement for Servicer's Escrow Custodial Account

Issuer Detail:

- **Issuer Name/Number:** Type or select the Issuer Number from the drop down menu, the Issuer name will display.
- **Document Date:** Utilizing the calendar icon, select the date the Master Servicing Agreement is being executed.
- **Signed By /Title:** These fields cannot be edited and default to the name and title of the User authenticating the request.
- **Custodial Institution Detail:**
- **Custodial Account Name:** Enter the full legal name of the custodial account.
- **Escrow Bank ID Number:** Enter the ABA (Bank Routing Number); no symbols or dashes.
- **Escrow Account Number:** Enter the Escrow Account number.
- **Institution Name:** Enter the full legal name of the Financial Institution where the accounts are domiciled.
- **Address:** Specify the Building name and/or Street address of the Financial Institution.
- **City/State/Zip:** Enter applicable information for the financial institution.
- **Bank Officer Name/Title:** Type the exact name and title of the Bank Officer responsible for establishing the Escrow Account.

Escrow Type:

- **Escrow Type:** Click the appropriate boxes. Select all that apply.
- **Sub Servicer Detail:**
- **Subservicer:** Identify if there is a Subservicer, click Yes or No, as applicable. If Yes, select Issuer Number of the Subservicer from the drop down menu.
- **Signed By/Title:** These fields cannot be edited and default to the name and title of the User authenticating the request.

Form HUD-11720

Form HUD-11720 requires the Issuer to obtain the requisite signatures on a PDF version of the form prior to adding it to the Submission Center.

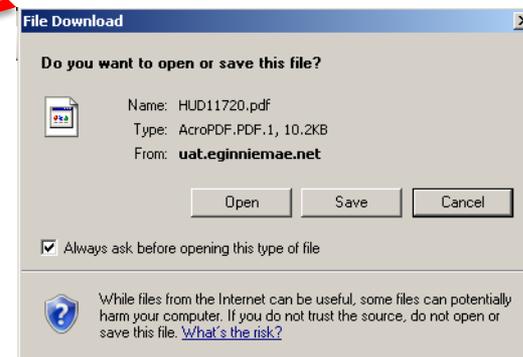


To generate a PDF of the Form:

Click the View as HUD PDF button located on the Create Form Screen.

A file download box displays, select Save or Open and print the form.

- Obtain the requisite signatures
- Scan the form as a PDF
- Save to the Users folder/file directory



Master Agreement for Servicer's Escrow Custodial Account

U.S. Department of Housing and Urban Development
Government National Mortgage Association

OMB Approval No. 2503-0033 (Exp. 03/31/2015)

Public reporting burden for this collection of information is estimated to average less than a minute per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

The information is required by Sec. 308(g) of the National Housing Act or by Ginnie Mae Handbook 5500.3, Rev. 1 to evidence the establishment or existence of a custodial account for the deposit of sums payable under mortgages pooled for and guaranteed by Ginnie Mae. The information collected will not be disclosed outside the Department except as required by law.

<input checked="" type="checkbox"/> Initial	<input type="checkbox"/> Renewal	Escrow Bank ID Number (ABA/Federal Routing Number)	Date
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Name and Address of Institution (and Branch) (Include full address.)

The attached list of Pools and Loan Packages is covered by this Agreement

Form HUD-11720

To upload a completed form:

- Click the browse button
- Select the file name of the saved PDF form.
- Click the Upload Document button.
NOTE: The path to the selected document appears in the field directly to the left of the Browse button.
- Click Save to Submission to submit the form for review and authentication

The screenshot displays a web application interface for uploading a document. A 'Choose File to Upload' dialog box is open, showing a file explorer view of the 'MAMS' folder. The file list includes several PDF files, with 'Form11720.pdf' selected. The 'Files of type' is set to 'All Files (*.*)'. Below the dialog, the main application interface shows a 'Document:' field with a 'Browse...' button highlighted by a red box. To the right of the 'Browse...' button is an 'Upload Document' button. At the bottom of the interface, there are buttons for 'Save as Draft', 'Save for Submission', 'Delete', and 'Cancel'.