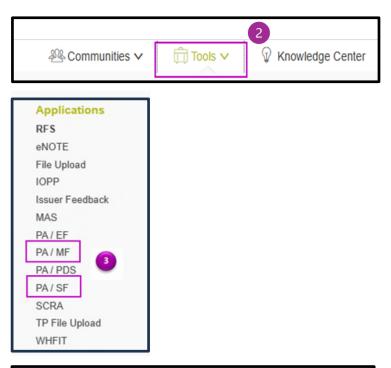
REPORTING LOAN ACTIVITY ISSUER LOAN ACTIVITY QUICK REFERENCE CARD

REPORTING LOAN ACTIVITY

- 1. Log in to MyGinnieMae via https://my.ginniemae.gov.
- 2. Select the **Tools** dropdown at the top of the Dashboard.
- Select PA/MF for Pool Accounting Multifamily or PA/SF for Pool Accounting – Single Family.
- 4. The Home screen will display, which includes tabs for **Pool, Loan, Quarterly Verification, Remittance Advice** and **User Guide.**
- 5. Click on Loan Tab, the Loan Activity Screen is displayed.
- 6. Enter **Unique Loan ID** and select **Reporting Period** (Reporting Period defaults to current month).
- 7. Click GO.
- Enter data as applicable in the following editable fields.
 Editable fields have a black border.
 *Effective September 1, 2024.
 - a. Case Number
 - b. Issuer Loan ID
 - c. OPB
 - d. FIC
 - e. Loan Interest Rate
 - f. First Payment Date
 - g. Maturity Date
 - h. Foreclosure Flag
 - i. Last Paid Installment
 - j. Gross Service Fee Amount Collected*
 - k. Actual Payment Date*
 - I. T&I Balance
 - m. ARM Prospectrive Interest Rate, if SF ARM*
 - n. ARM Prospective Monthly P&I, if SF ARM*
 - o. ARM Adjustment Effective Date, if SF ARM*
 - p. Scheduled UPB*
 - q. Scheduled Monthly Principal Amount*
 - r. Scheduled Monthly Interest Amount*
 - s. Curtailment Principal Code*
 - t. Delinquent P&I
 - u. Prepaid P&I
 - v. Actual Installment Collected
 - w. Acutal Principal Collected
 - x. Curtailment
 - y. Adjustments
 - z. Net Adjust UPB
 - aa. Closing UPB

9. Click **Save** button when you have completed all entries.





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| 13 Hinne Roy Laam aastinty Verification Remittance Advice User Gilde Loe List Port Let Edit Loen Lopidate Loe | | | | | |
| Issuer D Urique Lean D | | | Report Period | | |
| Issuer ID: View Pool Activity | Pool ID: Pool Tj View Loan Master | rpe: Unique L View Forbearance | Loan ID: Loan Ty | pe. V | |
| 8 Case F Issue Lan D PrC Bornwer Adees Cop | | w Addiunil Borowers | Security int Rate () Loan Int Rate () Frait Payment () Mainty () SSN Org UPB () Achre | | |
| Borrower Activity During Reporting Period | ARM Pool Type | Scheduled | Actual Interest | Actual Principal | |
| In Foreclosure: N | ARM Prospective Interest Rate | Scheduled UPB: | Delinquent: 0 | 0 | |
| Record Date: mm/yyyy | Monthly P&L | Principal Amount | Prepaid: | 0 | |
| Prior Payment Date: mm/dd/yyyy | ARM Adjustment | Interest Amount. | Opening UPB: | 0 | |
| Last Instalment Date: mm/dd/yyyy | | | Instalment: 0 | 0 | |
| Gross Service Fee | a | rtaliment Principal Code: | ✓ Curtaiment: | 0 | |
| Actual Payment Date: | | | Adjustments: 0 | | |
| Loan Tâl Balance: | | | Net Adjust UPB: Closing | 0 | |
| | | | UPB: | 0 | |
| Last Update Date: | | Last Update By: | | | |
| C Loan Various Data Fields | | | | | |
| | | SAVE 9 | | | |

QUICK REFERENCE CARD: IS-14

REPORTING LOAN ACTIVITY

ISSUER LOAN ACTIVITY QUICK REFERENCE CARD

10. A pop-up box will appear.

11. Click **OK** to save or click **Cancel** to return to Loan Activity screen.

LOAN RECORD FIELDS AND LIST OF EXCEPTIONS ARE INCLUDED IN <u>APPENDIX VI-19</u> ISSUER MONTHLY REPORT OF POOL AND LOAN DATA.

