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APPENDIX A – IMPORT FILE FORMATS A-1

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APPENDIX B – TRANSMIT FILE FORMATS B-1

MONTHLY FILE TRANSMIT FORMATS B-1
SSCRA TRANSMIT FILE FORMATS B-6

Welcome to Web IIS

The Web Issuer Information System (Web IIS) replaces all versions of the PC-based IIS. Web IIS allows issuers to perform the same monthly and SSCRA functions that were available under IIS, but Web IIS is organized to improve access to all functions and allow users to process their monthly and SSCRA data more quickly and efficiently.

This overview provides a brief introduction to Web IIS features and functions. For detailed help on any Web IIS feature or function, click the "Help" link that appears at the top right of every Web IIS screen. Context-sensitive help is available for all data entry fields. To view context-sensitive help, click on a field name. For example, on the 11710A form, click on the "Last Month's Balance" label to view help about those fields on the 11710A.

The Web IIS Main Menu

From the Web IIS Main Menu, you may access all of the functions available in Web IIS. Figure 1-1 shows the Web IIS Main Menu.

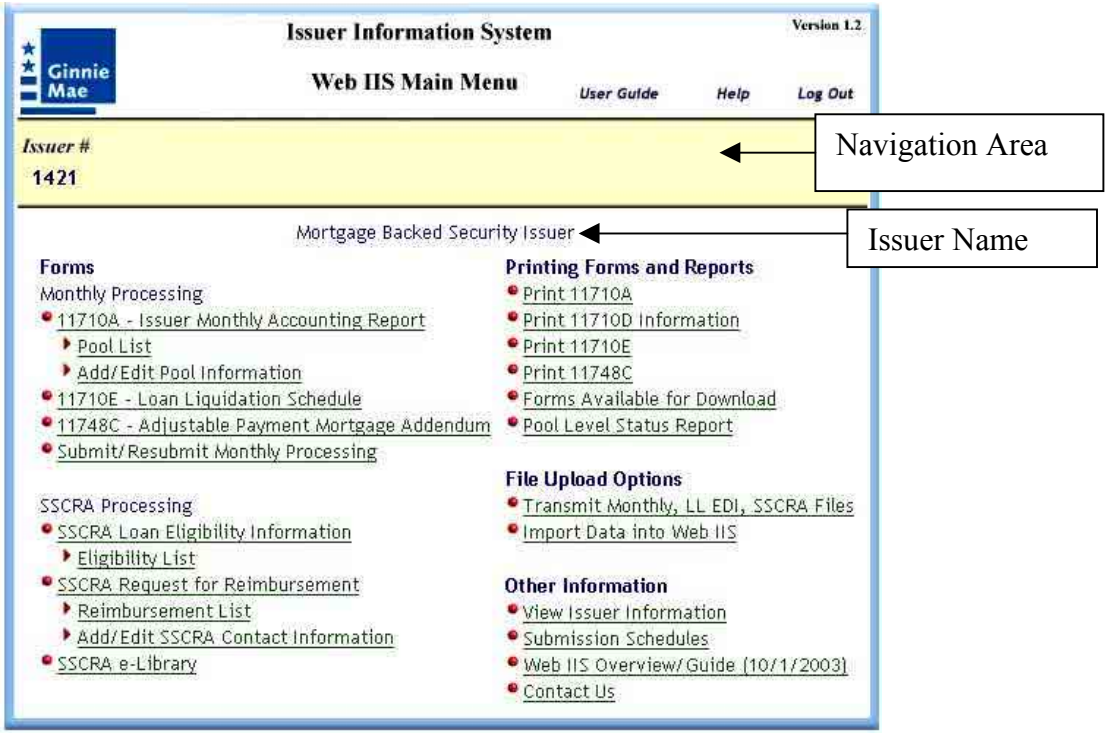


Figure 1-1 WEB IIS Main Menu

Below the Ginnie Mae logo, you will see your issuer number. For those who process more than one issuer number, you will see the currently selected issuer number, with additional issuer number options to the right. To change issuer numbers, click on the issuer number you need. The currently selected issuer name is just below the Navigation Area. The name changes when a new issuer number is selected.

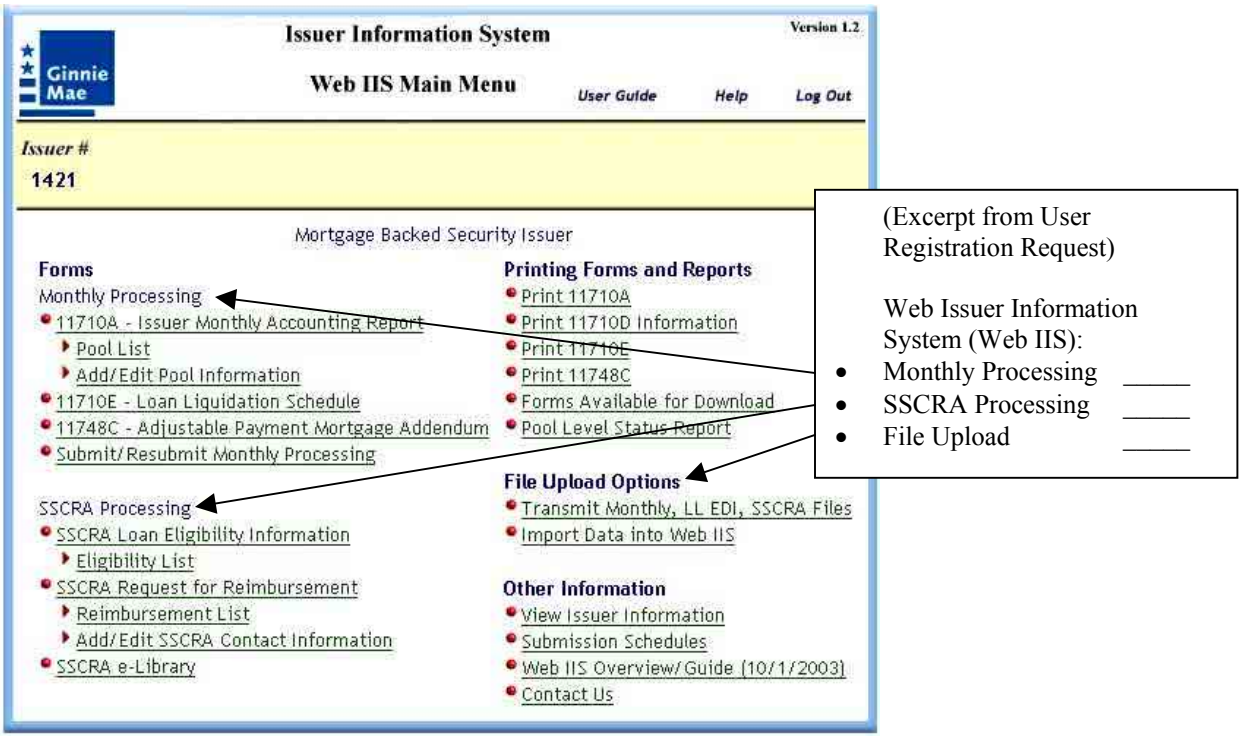
Major Functions

The Major functions are:

- Forms
  - Monthly Processing – Process data for your 11710A, 11710E, or 11748C forms
  - SSCRA Processing – Process data for SSCRA eligibility or reimbursement requests
- Printing Forms and Reports – Print any of the available reports
- File Upload Options – Submit files to Ginnie Mae Processing or import data to Web IIS
- Other Information – Additional information and functions

Security

When you completed and submitted the User Registration Request (see the Ginnie Mae e-Access Introduction), you specified the Web IIS functions to which you need access. The check boxes on the User Registration Request correspond to the major Web IIS functions.



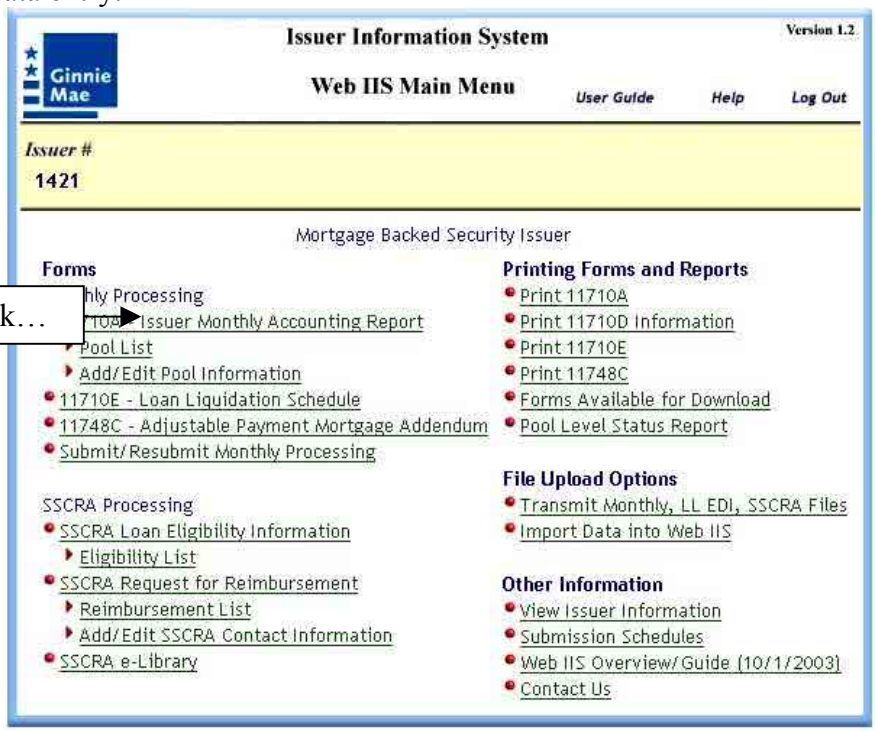
For Printing Forms and Reports, checking "Monthly Processing" also allows you to print the 11710A, 11710E, 11710D, 11748C, and the Pool Level Status Report. SSCRA reports are generated as part of the file submission process.

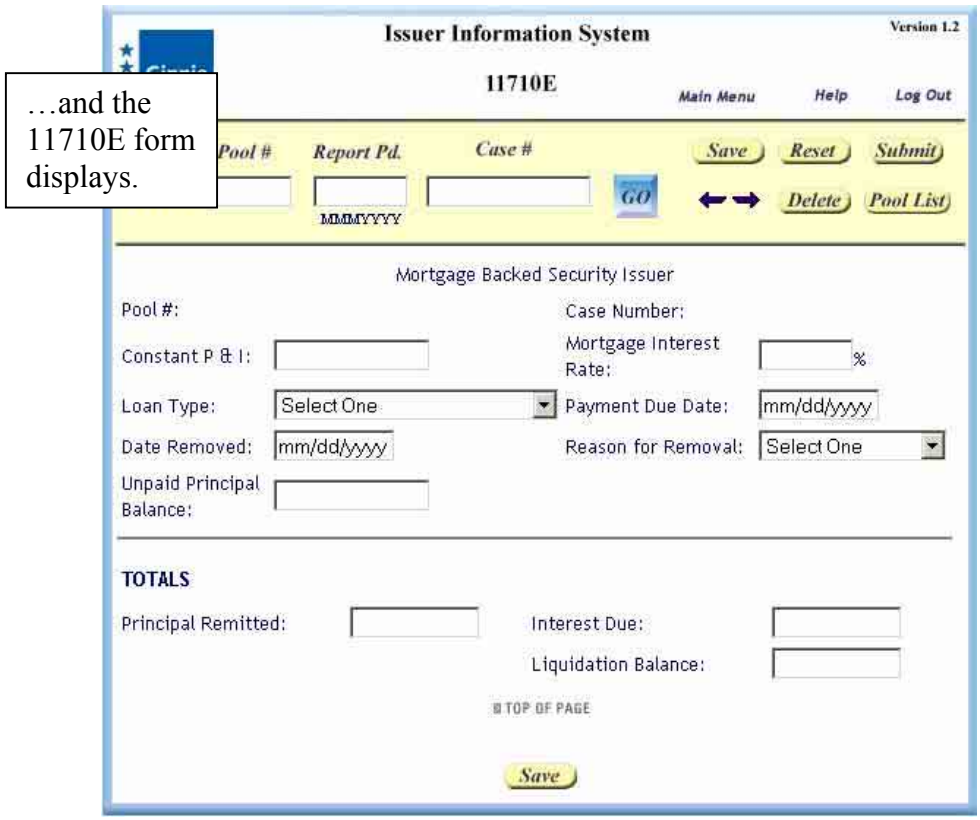
All Web IIS users have access to the "Other Information" functions.

Selecting a Web IIS Function

From the Main Menu, select one of the options under any of the major function categories to which you have access. For example, if you need to enter or update data for liquidations, look under Monthly Processing for the link labeled **11710E – Loan Liquidation Schedule** (see below). Click on the link and the 11710E form will display, ready for data entry.

Click on the link…



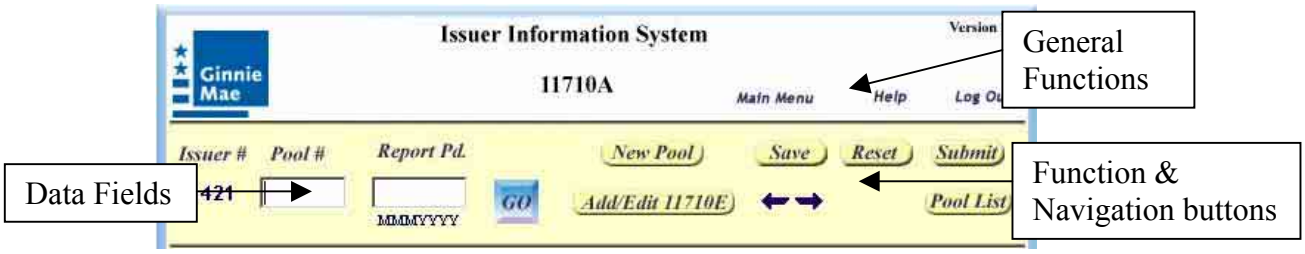


There is a link back to the Main Menu at the top right of every screen. To log out, click on the "Log Out" link at the top right of the screen. Logging out returns you to the Ginnie Mae home page.

How To Use The Navigation Areas

Every Web IIS screen has a "navigation area." This is the section of the screen where function buttons are located and where selected data entry fields are located. See the example below, from the 11710A form.

Web IIS is designed to use the <u>Web IIS</u> function buttons, <u>not</u> your browser's buttons! If you use the browser buttons to move from screen to screen, the results will be unpredictable!



Sample 11710A Form Navigation Area

General Functions
The general functions are available on every screen. They are:

- **Main Menu** – Click here to return to the Web IIS Main Menu. Any data not saved will be lost.
- **Help** – Click here to open the extensive Web IIS Help facility.
- **Log Out** – Click here to log out of Web IIS and return to the Ginnie Mae Web Site home page. Any data not saved will be lost.

Data Fields
Most screens will have at least one data field. Some screens may have two or more data entry fields. The fields serve two functions:

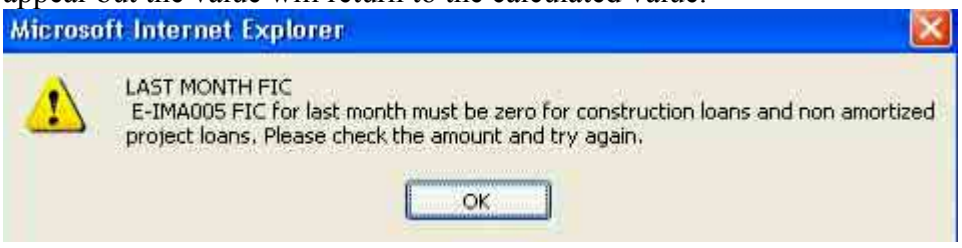
- **Data Entry** – The values you enter become part of the record when you save. For example, in the "Sample 11710A Form Navigation Area" above, the values you type in for Pool Number and Reporting Period will be saved with the 11710A data for that pool.

  NOTE: Data Entry Error Messages: When values are entered on a screen within Web IIS, the value input is evaluated against processing rules for that item. Several things may happen:

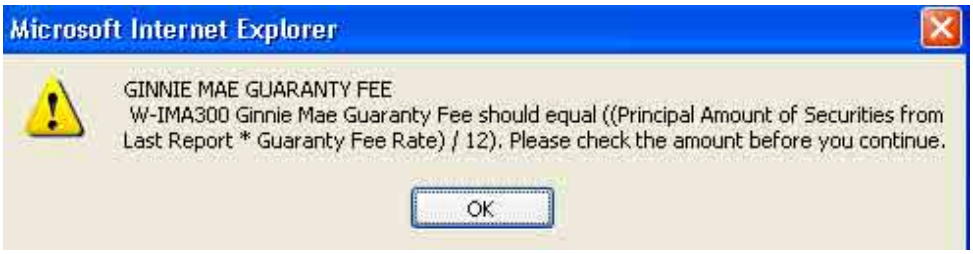
  1- The value input is valid and you can advance to the next field OR save the record.

  2- The value input is NOT valid according to Ginnie Mae business rules and a message will appear:

  The message could be an **Error Message**. An E before the message number indicates an error message. Appearance of an Error message in a data entry field prevents further processing and the record cannot be saved. An error (E) message could also appear if the issuer attempts to modify a field that is not to be changed. If the issuer changes the value the error message will appear but the value will return to the calculated value.



  OR the message could be a **Warning Message**. A warning message is indicated by a W before the message number and does NOT prevent further processing and the record can be saved.



- **Record Search -** When used with the "GO" button, the values you enter are used to search the Web IIS database to retrieve an existing record with those values for your issuer number. For example, if you type in Pool Number "111111" and Reporting Period "DEC2002", then click the "GO" button, Web IIS will search the database to see if there is a 11710A record for your issuer number, with pool number 111111 in reporting period DEC2002. If a record is found, the data is retrieved and displayed in the body of the form.

Function & Navigation Buttons

These buttons provide useful functions for the Web IIS user. The available functions vary as needed from form to form. Every function is described in detail in Web IIS Help. In the example above, in addition to the GO button, the following functions are available:

- **New Pool** – This is specific to the 11710A form. It displays the screen that allows you create a new pool record.
- **Save** – Click here to save your data.
- **Reset** – Click here to erase any changes you have made since retrieving or saving a record. For example, if you use the data fields and the GO button to retrieve a record, then make some changes to the data, you can erase all the changes with Reset, *as long as you have not already saved the changes*.
- **Submit** – Click here to submit a file to Ginnie Mae.
- **Add/Edit 11710E** – Specific to the 11710A form. Click here to display the 11710E screen.
- **Next & Previous Arrows** – These navigation arrows allow you to retrieve records in forward (Next) and backward (Previous) sequence. If there are no more records, a message is displayed.
- **Pool List** – Specific to the 11710A form. Click here to go to the Pool List screen.

Save and Submit Buttons

On the 11710A, 11710E, and 11748C forms, the Save and Submit buttons perform two completely different functions. Always be sure to use the correct button on all Web IIS screens.

- **SAVE** – This button allows you to store your data in the Web IIS database. Saving **does not** submit your monthly or SSCRA files to Ginnie Mae Processing. Use the Save button to store a new or changed record.
- **SUBMIT** – This button allows you to submit your monthly or SSCRA file to Ginnie Mae Processing. Use this button only when you have finished creating and editing all your data.

There also is a Submit button on certain pop-up function screens. The Submit button on these screens submits a processing request. For example, all print function screens have a Submit button. When you click one of these Submit buttons, a print request is generated.

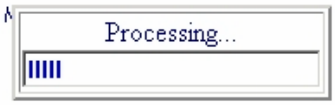
Submitting Data – Confirmations

When you submit monthly pool or SSCRA data from Web IIS, you receive two forms of confirmation, to assure you that:

- The submission is progressing
- The submission completed successfully

Progress Bar

Progress bars appear for all submissions. The progress bar looks like this



and provides visual confirmation that the submission is progressing.

Email Confirmation

Users receive an email confirmation of all submissions. The email will contain a message similar to the following:

```
Congratulations! You have successfully submitted your
monthly pool reporting information for reporting
period 032003.

Issuer ID: 1421
Submit Date: Apr 08, 2003
User ID: ABC1421
Submit File Name: 14210303.dat.1022
Number of Pools: 1
Number of Liquidations: 1
Number of ARM Adjustments: 1

If you have not already done so, please generate and
download your monthly reports from Web IIS.

If you have any questions please contact the Ginnie
Mae Help Desk at (888)-GINNIE4 Option 3.  Have this
email handy when you call.
```

Monthly Processing

The Monthly Processing functions of Web IIS allow users to prepare data for the Issuer Monthly Accounting Report (11710A), the Loan Liquidation Schedule (11710E), and the Adjustable Payment Mortgage Addendum (11748C). Each form is discussed below.

11710E Preparation, Submission, Printing

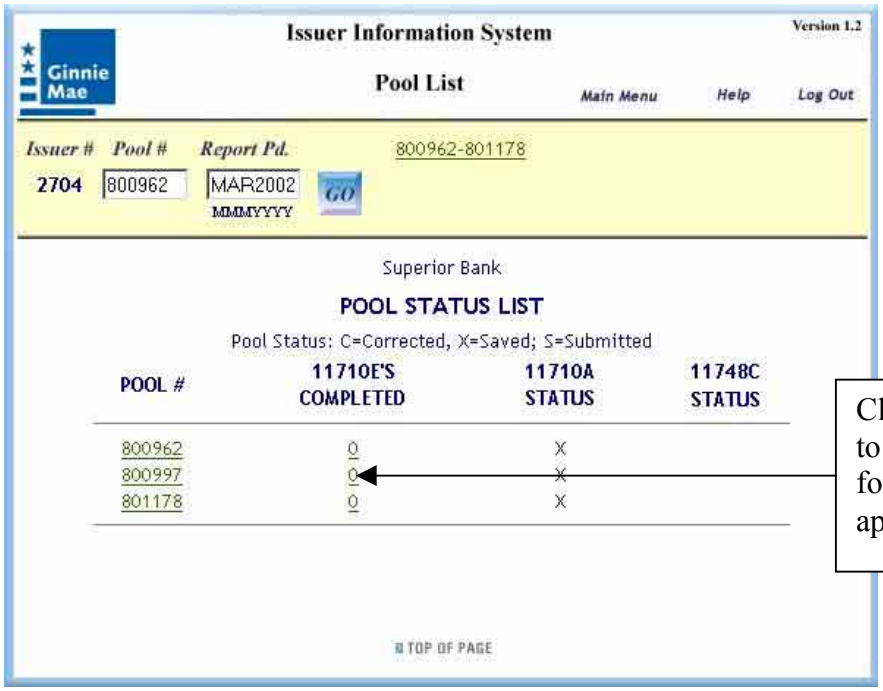
Liquidation records should be completed for a pool **before** the 11710A form is completed for the pool. This is because liquidation record counts and other data are carried into the 11710A form. If you prepare your 11710A before creating any 11710Es, and enter values in the liquidation fields, you will receive a warning message stating that you have no 11710Es to support the data on your 11710A. Additionally, a check is done when you save an 11710E to allow you to update the 11710A form with the liquidation data.

11710E Preparation

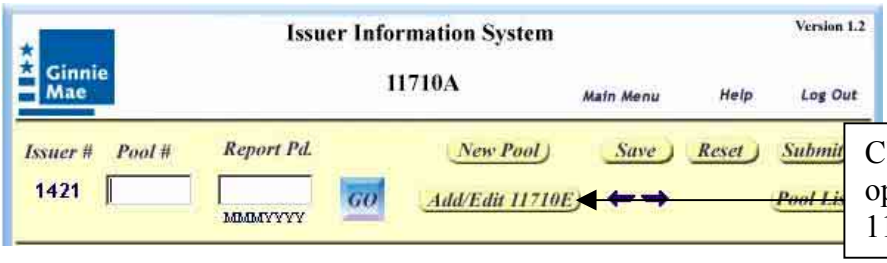
There are three ways to open an 11710E form. You may:

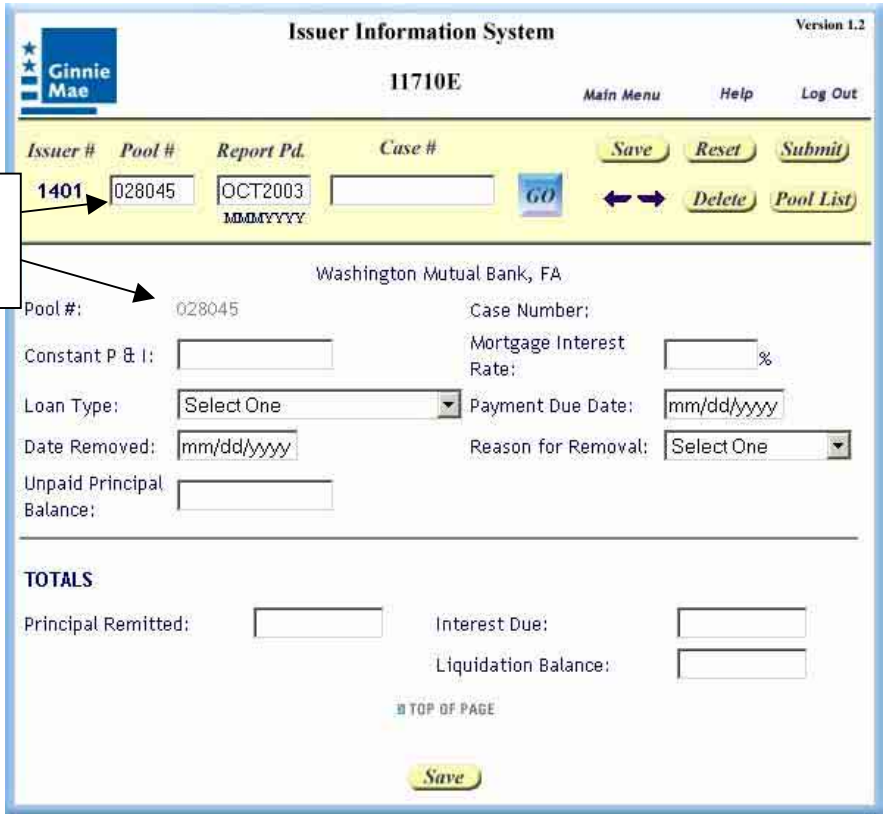
- Select the "11710E – Loan Liquidation Schedule" link from the Main Menu
- Click in the "11710E'S Completed" column on the Pool List screen (see below)
- Click on the "Add/Edit 11710E" link from the 11710A form (see below)

Opening an 11710E Form from the Pool List Screen



Opening an 11710E Form from the 11710A Screen





Creating a New 11710E Record:

To enter data for a **new** 11710E, enter the Pool Number, Reporting Period, and Case Number in the navigation area Data Fields, then move on to complete the rest of the data fields. Do not click the "GO" button. The "GO" button causes Web IIS to search the database for an existing 11710E. Since you are creating a new 11710E record, the "GO" button will tell you what you already know – that the record does not yet exist.

Click the "Save" button when you are finished. Once, the save button is clicked, a pop-up message will appear allowing you to update the 11710A form with the liquidation data. If you indicate, from the pop-up, that you want to update the 11710A form the data just entered on the 11710E form updates the 11710A and you are transferred to the 11710A.

Use the TAB key to move from one field to the next, or use your mouse pointer to click in a specific field.

Modify an Existing 11710E Record:

To modify an **existing** 11710E, enter the Pool Number, Reporting Period, and Case Number in the navigation area Data Fields, then click the "GO" button. The "GO" button causes Web IIS to search the database for an existing 11710E and, when the record is found, retrieves the data and displays it on the screen for editing. When the record is displayed, make your desired changes and click the "Save" button when you are finished. Once, the save button is clicked, a pop-up message will appear allowing you to update the 11710A form with the liquidation data. If you indicate, from the pop-up, that you want to update the 11710A form the data just entered on the 11710E form updates the 11710A and you are transferred to the 11710A.

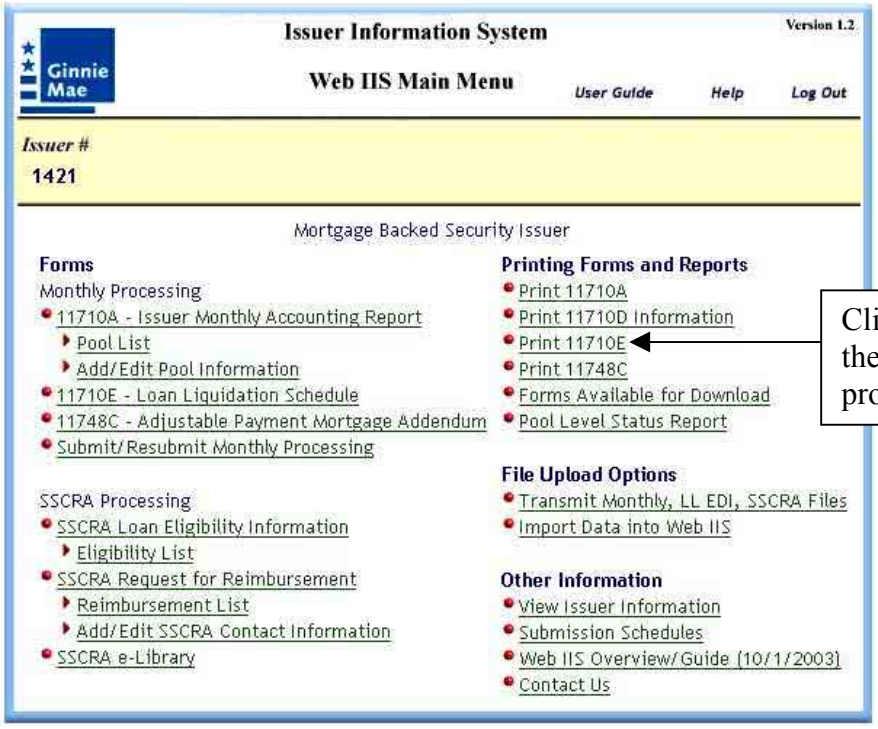
Use the TAB key to move from one field to the next, or use your mouse pointer to click in a specific field.

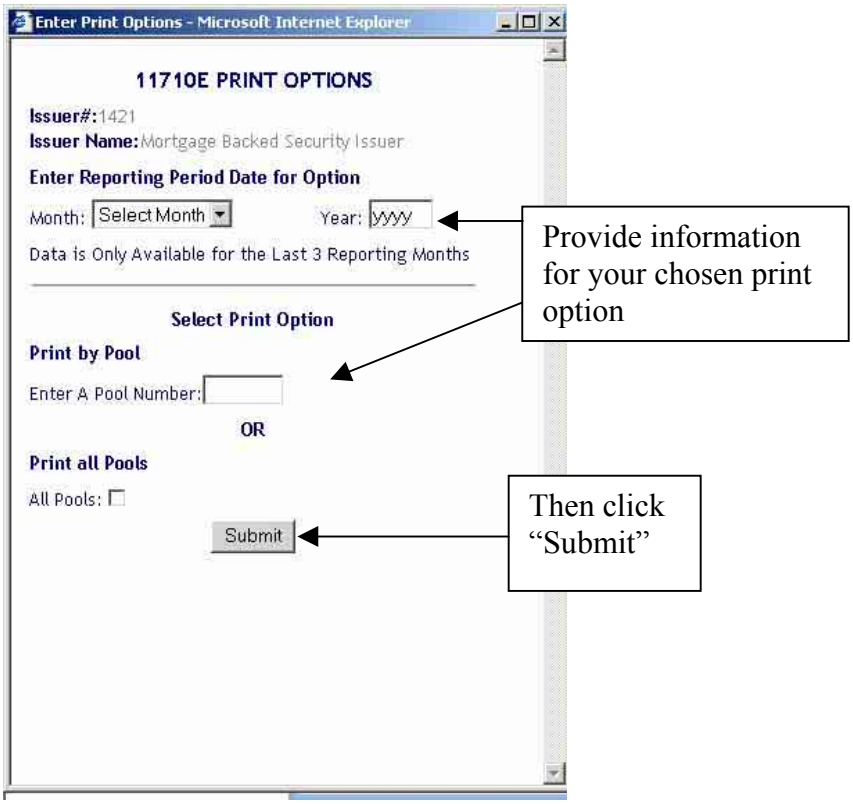
11710E Submission

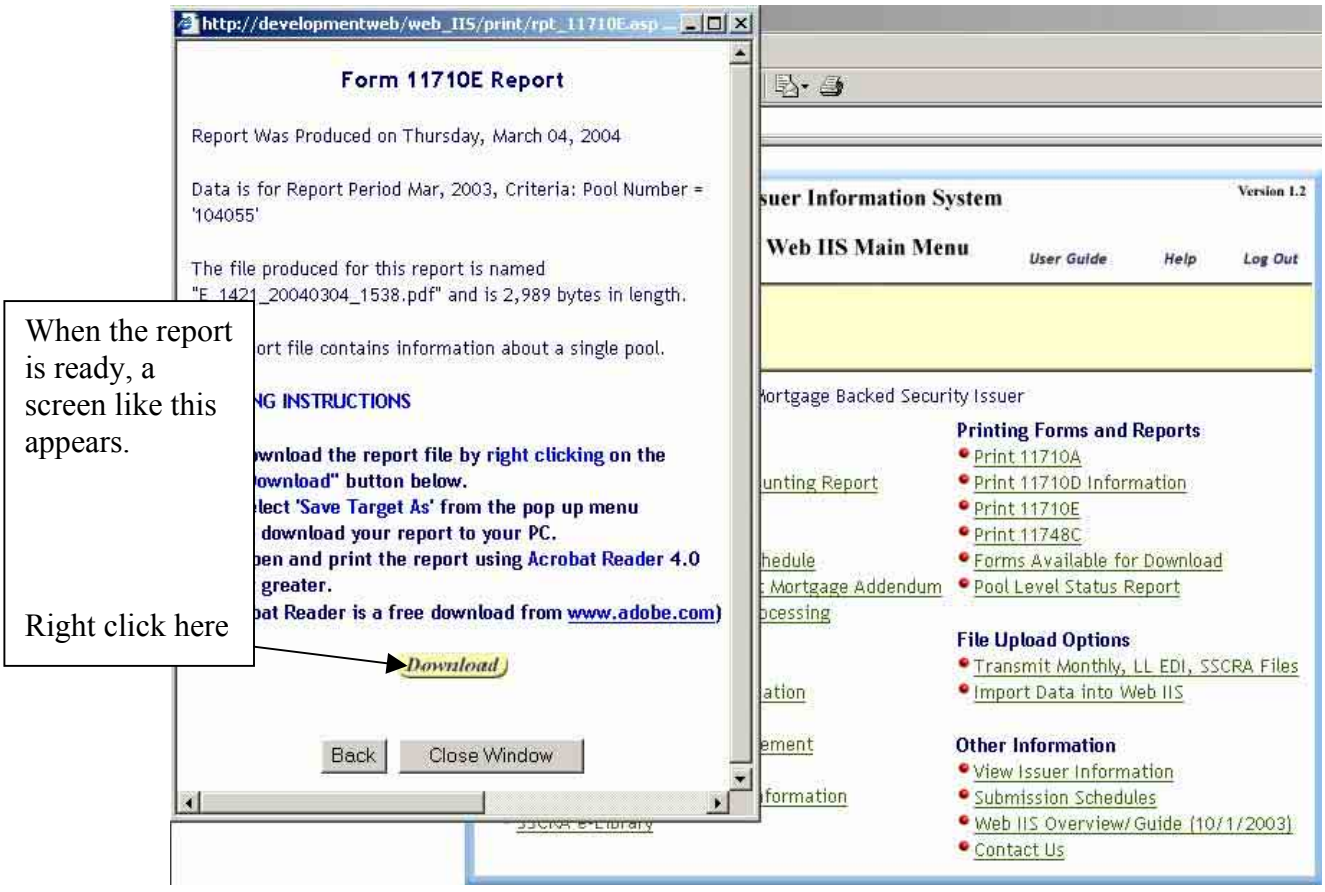
11710Es are submitted automatically when you submit your 11710As. See "11710A Submission" for a description.

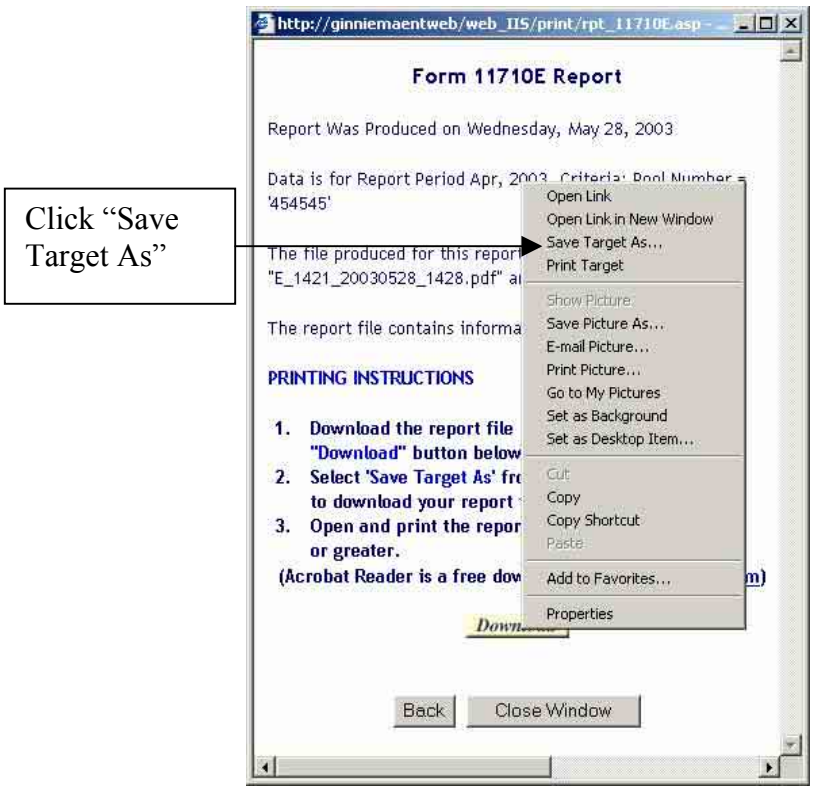
11710E Printing

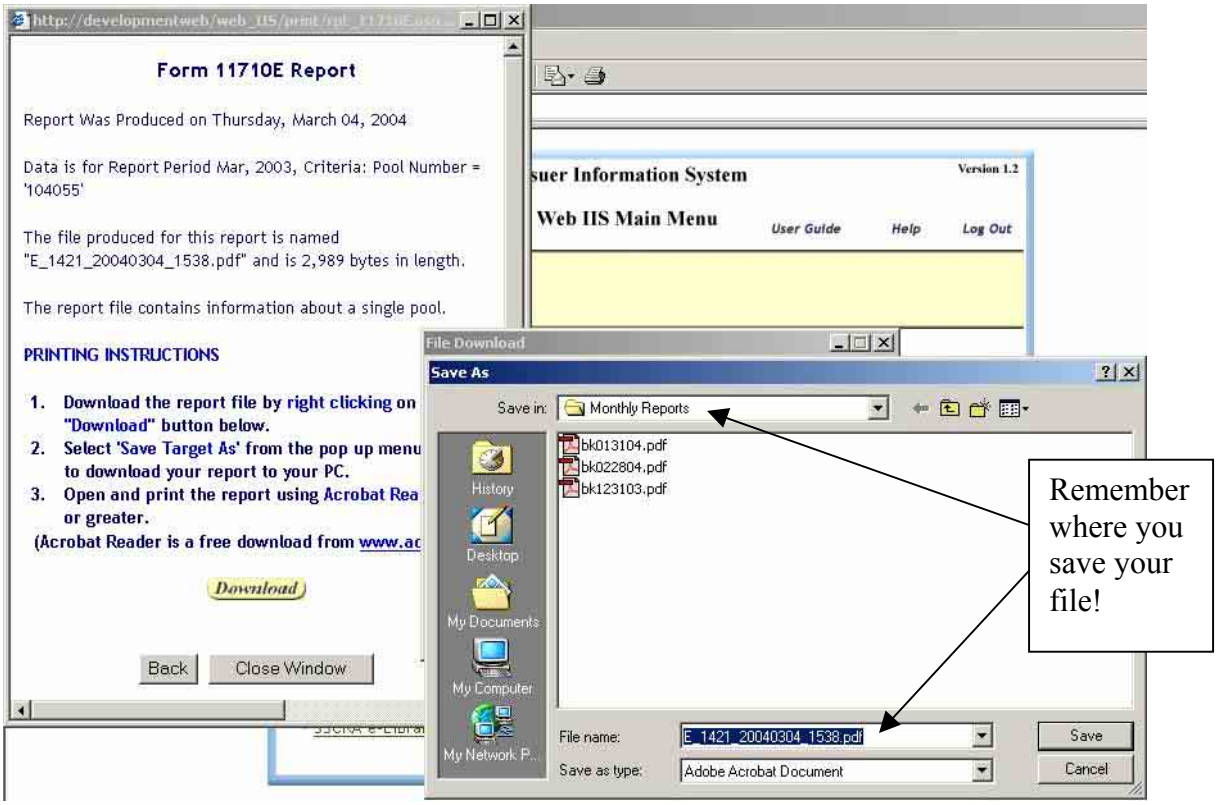
The Web IIS print functions allow users to generate and store reports locally (i.e., on a hard drive). The stored reports may be reprinted at any time, without having to return to Web IIS to request the same report again.




Enter Print Options - Microsoft Internet Explorer
11710E PRINT OPTIONS
Issuer#:1421
Issuer Name:Mortgage Backed Security Issuer
Enter Reporting Period Date for Option
Month: Select Month
Year: yyyy
Data is Only Available for the Last 3 Reporting Months
Select Print Option
Print by Pool
Enter A Pool Number:
OR
Print all Pools
All Pools:
Submit
Provide information for your chosen print option
Then click "Submit"


http://developmentweb/web_IIS/print/rpt_11710E.asp
Form 11710E Report
Report Was Produced on Thursday, March 04, 2004
Data is for Report Period Mar, 2003, Criteria: Pool Number = '104055'
The file produced for this report is named "E_1421_20040304_1538.pdf" and is 2,989 bytes in length.
ort file contains information about a single pool.
NG INSTRUCTIONS
wnload the report file by right clicking on the
ownload" button below.
lect 'Save Target As' from the pop up menu
download your report to your PC.
en and print the report using Acrobat Reader 4.0
greater.
at Reader is a free download from www.adobe.com)
Download
Back
Close Window
When the report is ready, a screen like this appears.
Right click here
suer Information System
Version 1.2
Web IIS Main Menu
User Guide
Help
Log Out
Mortgage Backed Security Issuer
Printing Forms and Reports
Print 11710A
Print 11710D Information
Print 11710E
Print 11748C
Forms Available for Download
Pool Level Status Report
File Upload Options
Transmit Monthly, LL EDI, SSCRA Files
Import Data into Web IIS
Other Information
View Issuer Information
Submission Schedules
Web IIS Overview/Guide (10/1/2003)
Contact Us


Click "Save Target As"
http://ginniemaentweb/web_IIS/print/rpt_11710E.asp
Form 11710E Report
Report Was Produced on Wednesday, May 28, 2003
Data is for Report Period Apr, 2003. Criteria: Pool Number = '454545'
The file produced for this report
"E_1421_20030528_1428.pdf"
The report file contains informa
PRINTING INSTRUCTIONS
1. Download the report file
"Download" button below
2. Select 'Save Target As' fr
to download your report
3. Open and print the repor
or greater.
(Acrobat Reader is a free dow
Open Link
Open Link in New Window
Save Target As...
Print Target
Show Picture
Save Picture As...
E-mail Picture...
Print Picture...
Go to My Pictures
Set as Background
Set as Desktop Item...
Cut
Copy
Copy Shortcut
Paste
Add to Favorites...
Properties
Back
Close Window


http://developmentweb/web_IIS/print/rpt_11710E.asp
Form 11710E Report
Report Was Produced on Thursday, March 04, 2004
Data is for Report Period Mar, 2003, Criteria: Pool Number = '104055'
The file produced for this report is named "E_1421_20040304_1538.pdf" and is 2,989 bytes in length.
The report file contains information about a single pool.
PRINTING INSTRUCTIONS
1. Download the report file by right clicking on "Download" button below.
2. Select 'Save Target As' from the pop up menu to download your report to your PC.
3. Open and print the report using Acrobat Rea or greater.
(Acrobat Reader is a free download from www.ac
Download
Back
Close Window
suer Information System
Version 1.2
Web IIS Main Menu
User Guide
Help
Log Out
File Download
Save As
Save in:
Monthly Reports
bk013104.pdf
bk022804.pdf
bk123103.pdf
History
Desktop
My Documents
My Computer
My Network P...
File name:
E_1421_20040304_1538.pdf
Save as type:
Adobe Acrobat Document
Save
Cancel
Remember where you save your file!

For the "Print by Pool" option, Web IIS will generate the appropriate report, then display a download dialog, to help you to download the report for printing. Follow the instructions in the download dialog to save the report to your PC or network hard drive. The report will be a "Portable Document Format" file, commonly known as a PDF file. Use Acrobat Reader version 4.0 or greater to open the report file (the one you saved on your PC or network hard drive) and print it. If you do not have Acrobat Reader, you can download a free copy from www.adobe.com.

For the "Print all Pools" option, the report will be available for download the next business day.

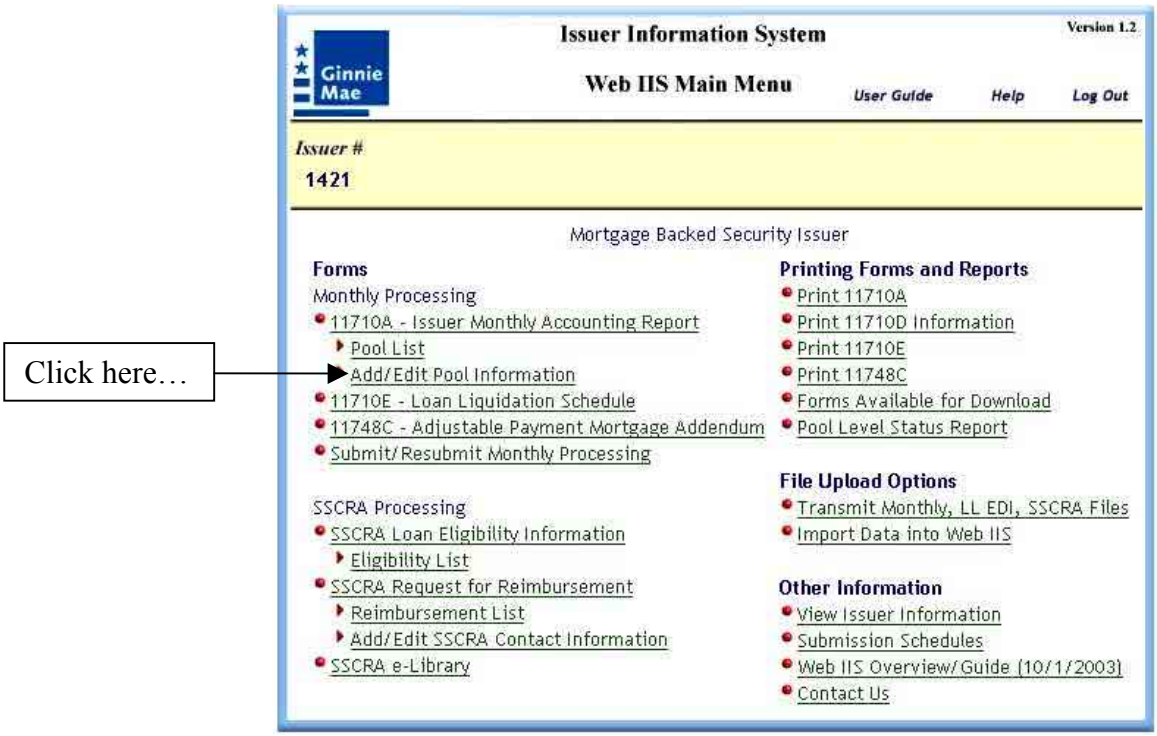
To retrieve an overnight report, click on "Forms Available for Download". All available reports will be listed on the pop-up screen. Follow the instructions to download report files. These files also are PDF files, which can be opened with Acrobat Reader for printing.

11710A Preparation, Submission, Printing

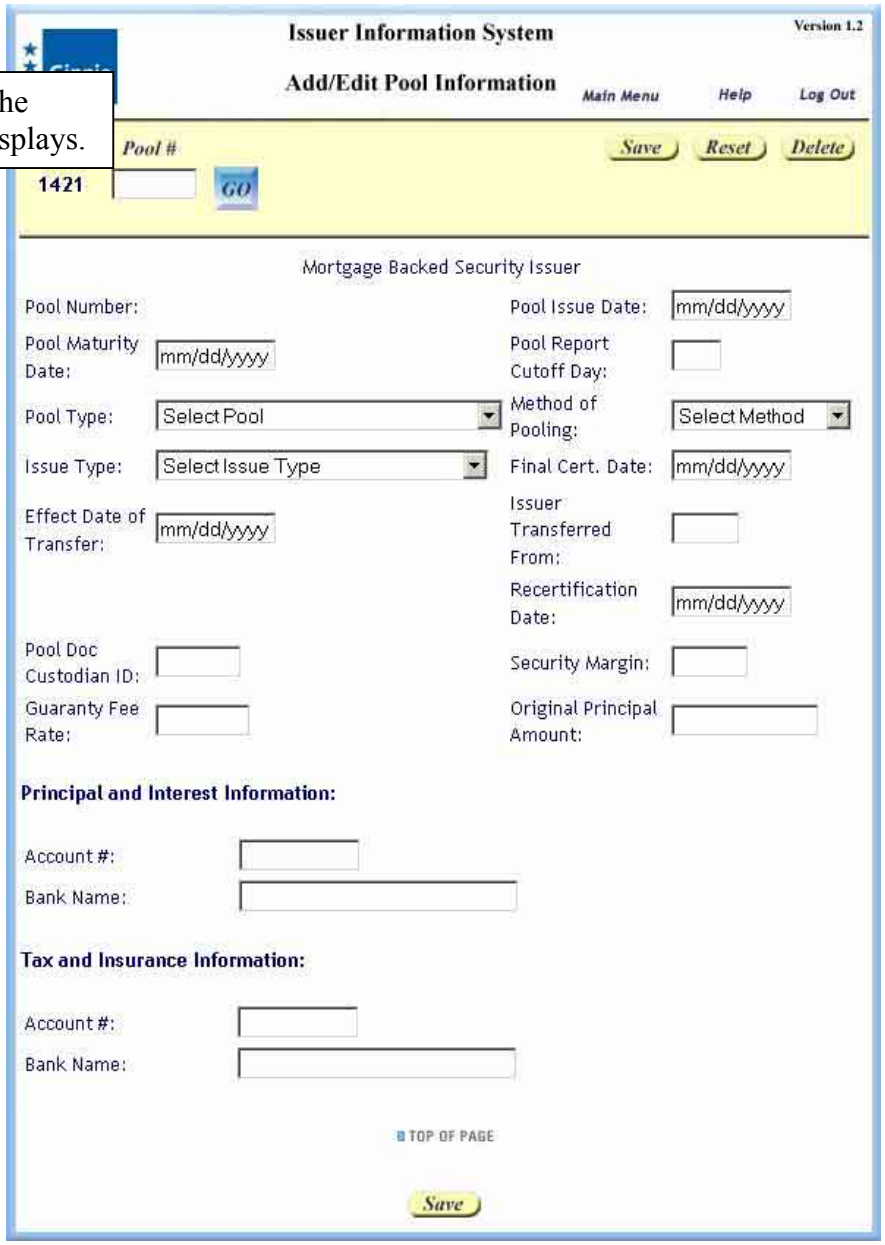
Web IIS allows users to add, edit, and delete pool information. Additions and deletions may be needed for pool transfers, when new pools are created, or when pools are liquidated or terminated. By far, 11710A processing will consist of preparing 11710A data for each reporting month.

Add/Edit Pool Information

To add or edit pool information, click on the Web IIS Main Menu link, as shown below.



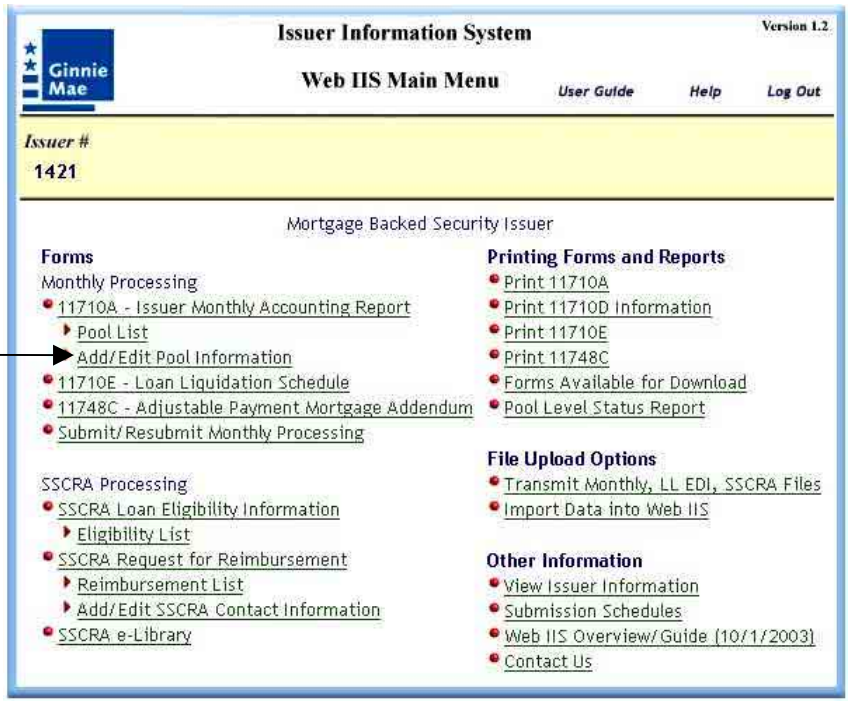
…and the form displays.



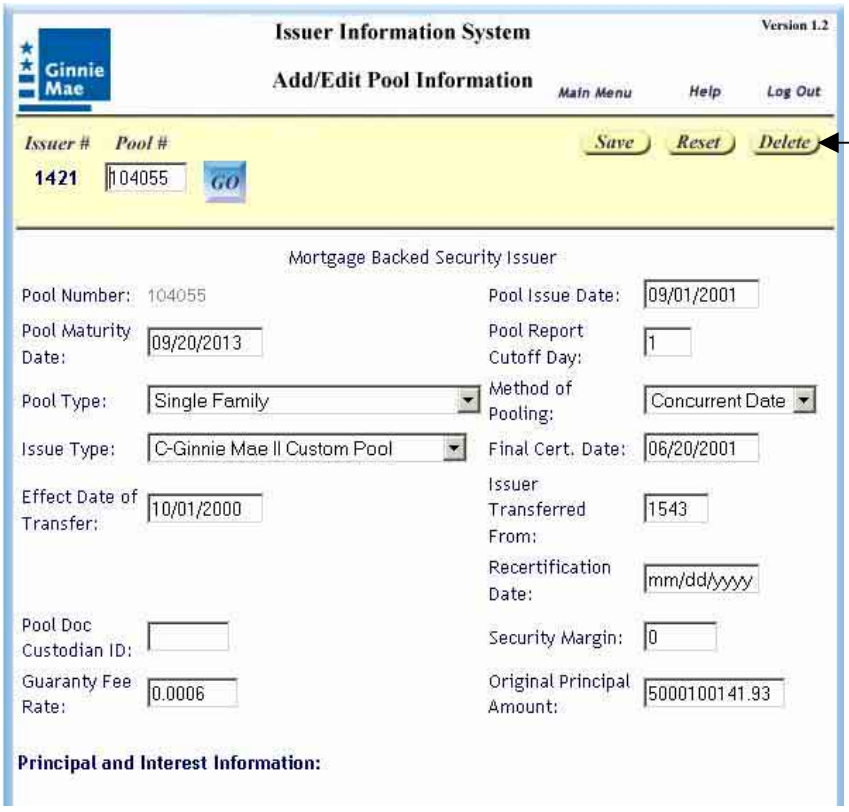
Type in the pool number and click "GO". If there is a pool in the database for your issuer number, the data will be displayed, at which point you can edit or delete the pool data. If the pool is not in the database for your issuer number, a message will be displayed. You then can add the pool.

Deleting Pools

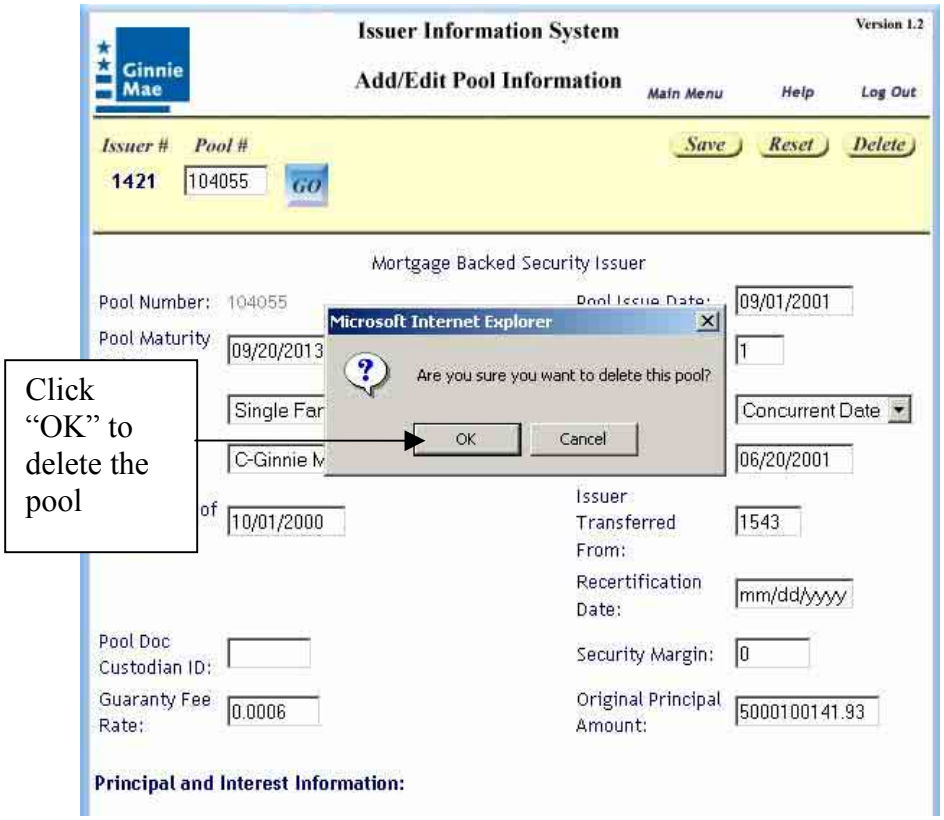
Deleting pools is done from the Add/Edit Pool screen.



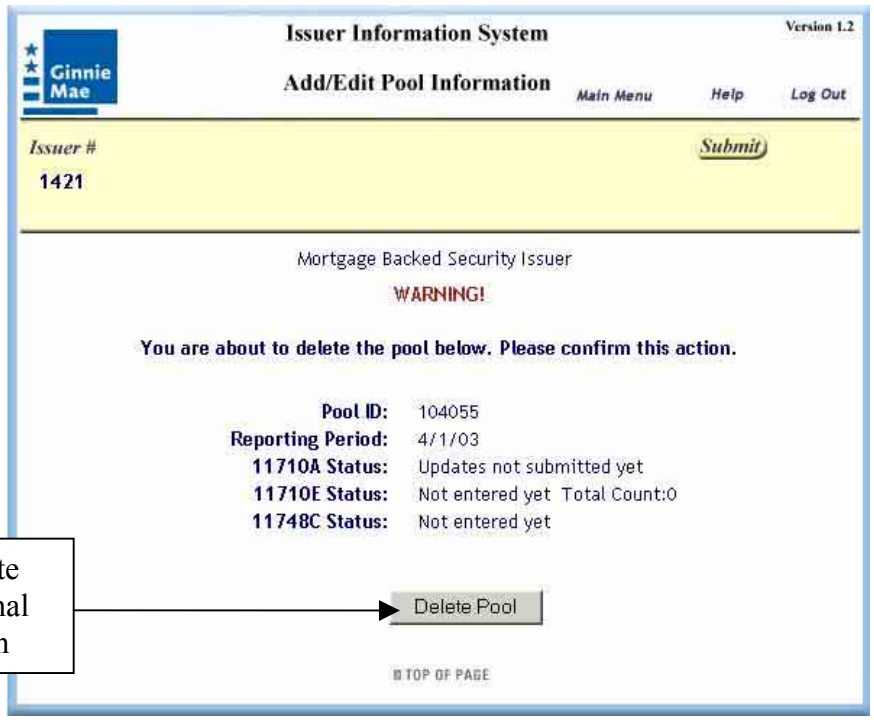
Click here.



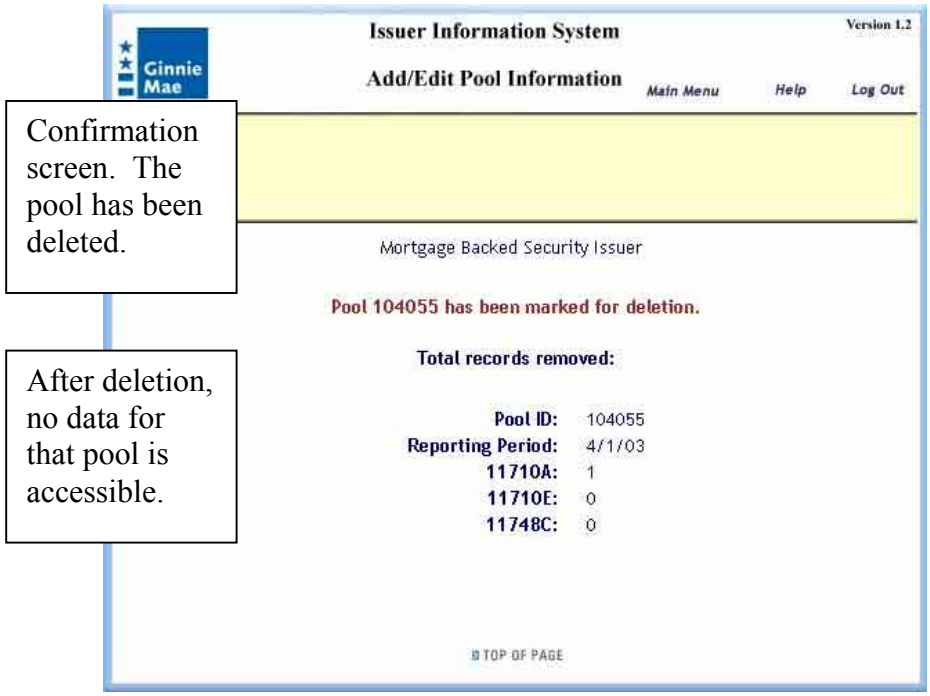
After you retrieve the pool, click "Delete"



Click "OK" to delete the pool



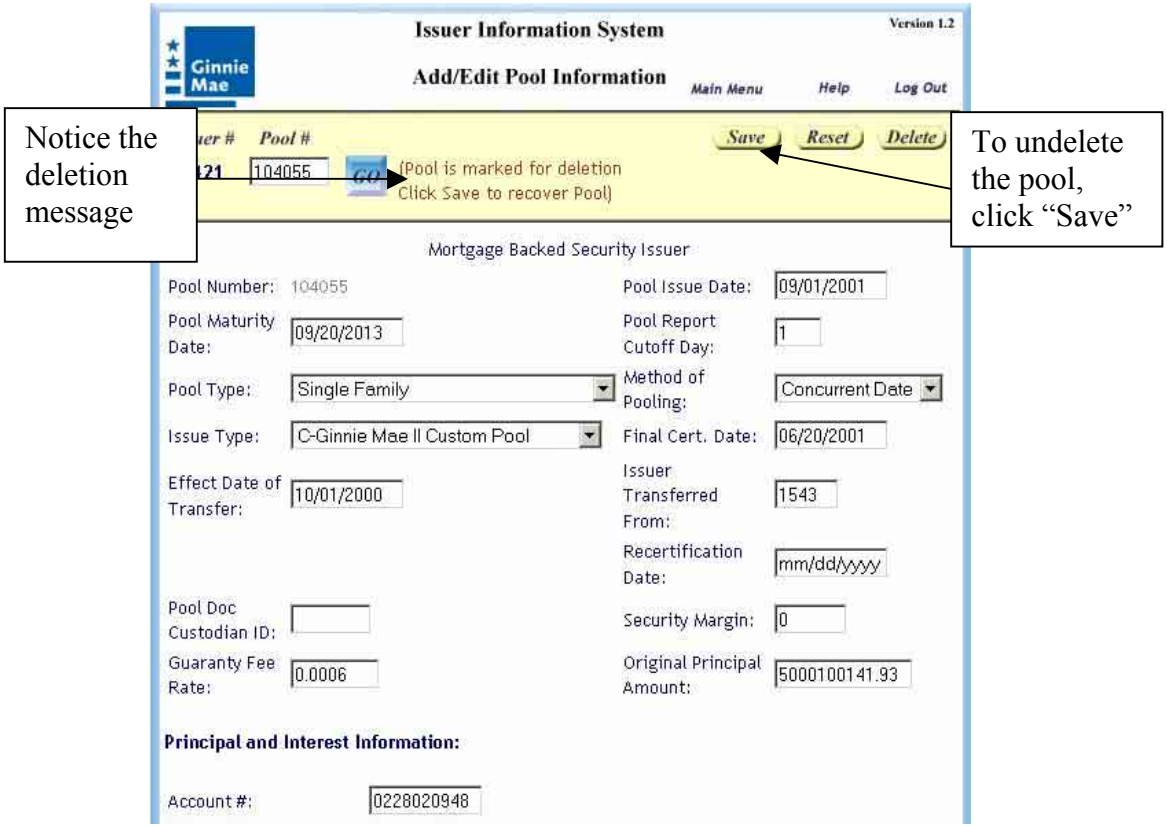
Click "Delete Pool" for final confirmation



Confirmation screen. The pool has been deleted.

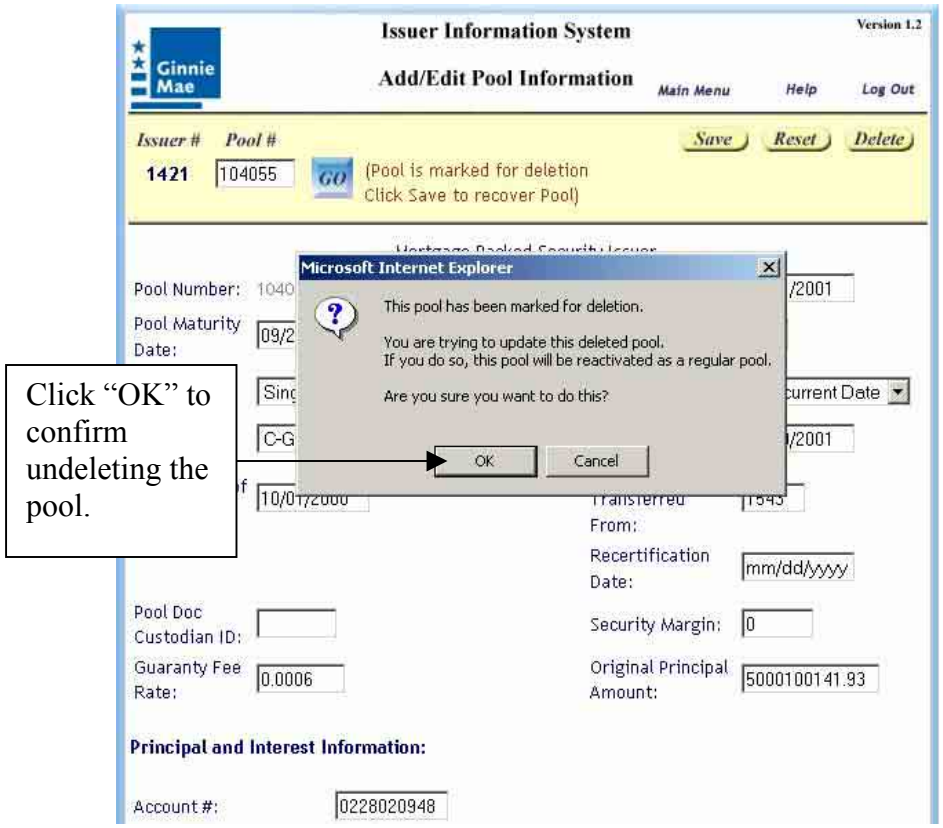
After deletion, no data for that pool is accessible.

The various confirmation prompts are there to help ensure that pools are not accidentally deleted. However, if you find that you need to "undelete" a deleted pool, go to the main menu, select "Add/Edit Pool", type in the pool number in the navigation area and click "GO". You will see the following screen.



Notice the deletion message

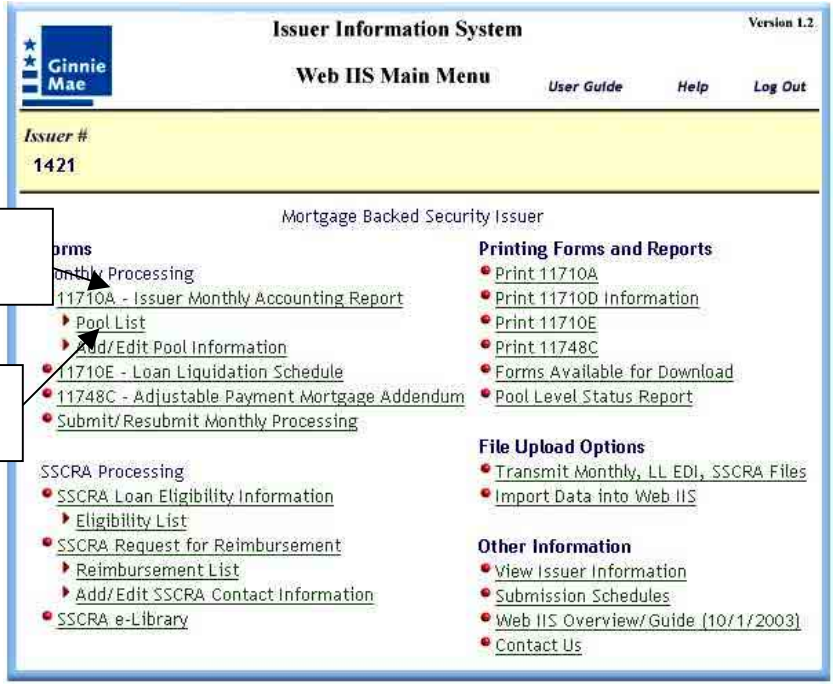
To undelete the pool, click "Save"



Click "OK" to confirm undeleting the pool.

11710A Preparation

Web IIS provides two ways to retrieve a pool for processing on the 11710A form. From the Web IIS Main Menu:



Click on the 11710A link

Or click on the Pool List link

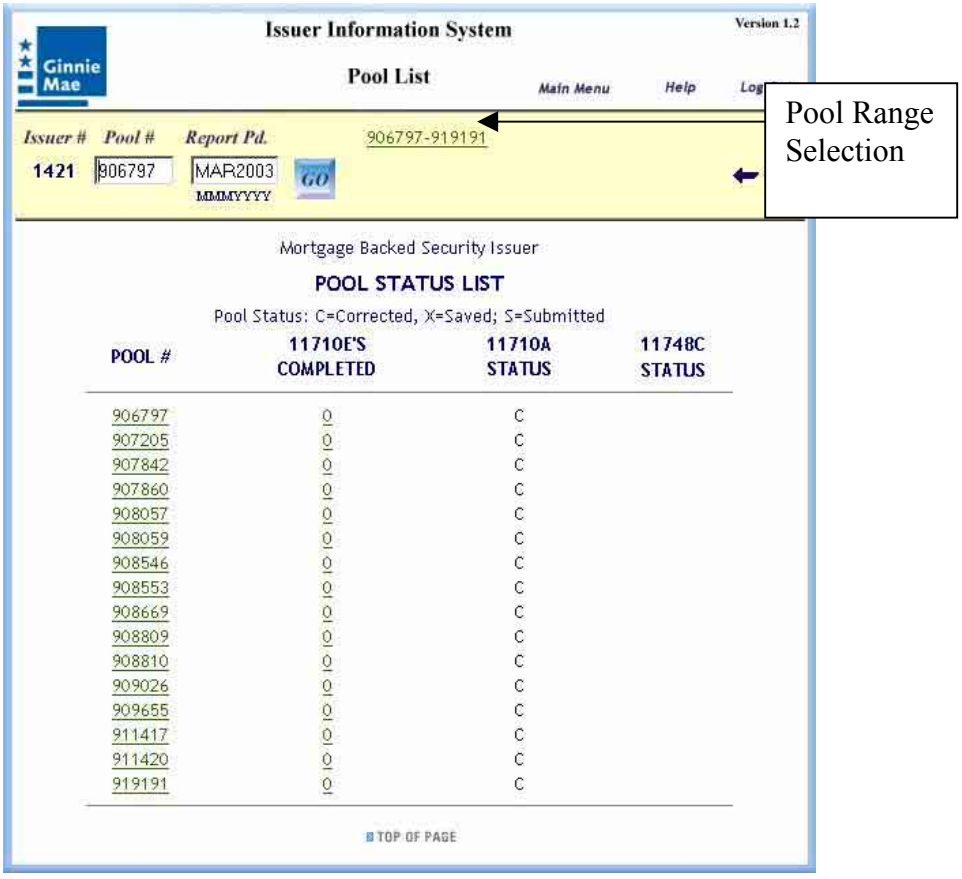
Pool List

The Pool List link displays a page with a list of the pools for the issuer number. The list shows the Pool Number, the number of 11710Es created for the pool (if any), the status of each pool's 11710A report, and the status of any 11748Cs for ARM pools.

For 11710Es, a number appears, showing the total number of 11710Es created for each pool. If there are no 11710Es, the number is zero.

For the 11710A and 11748C columns, status codes appear for each pool. A blank in either column for a given pool means that an 11710A or 11748C has not been saved for the reporting period. The status codes are:

- **X** – An X indicates that a record has been saved for this reporting period, but has not been submitted to Ginnie Mae.
- **S** – An S indicates that the record has been submitted to Ginnie Mae.
- **C** – A C indicates that you have made a correction to the record, but have not submitted the correction to Ginnie Mae. When you submit corrections, the status codes change from "C" to "S".



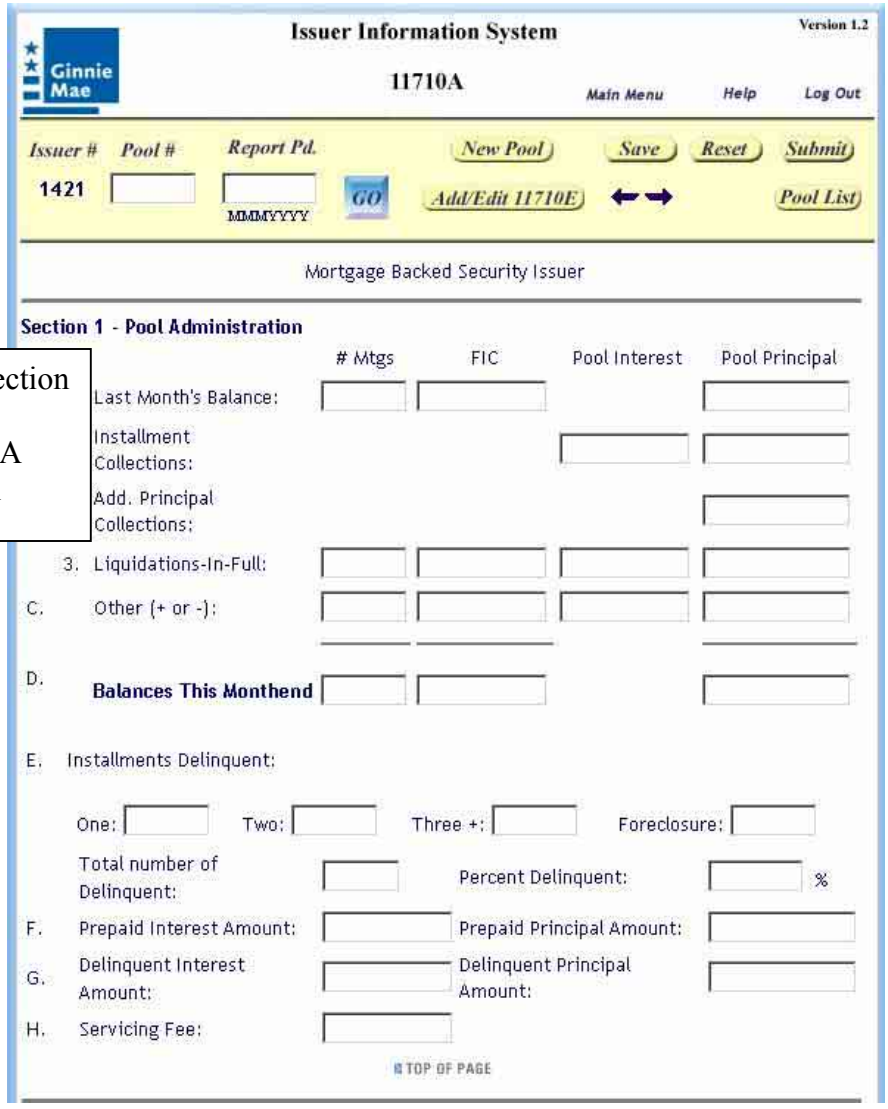
The pools are listed in groups of up to 100 pools at a time. To the right of the "GO" button, ranges of pool numbers appear. These ranges allow you to display pool status

information, in groups of 100 pool numbers, by clicking on the range link. If there are more ranges than can be shown at one time, a "More" link will appear on the far right side.

Under the "Pool #" column, click on a pool number to open the 11710A for that pool. Under the "11710E'S Completed" column, click on the number for a given pool to start viewing 11710E records for that pool. Under the "117148C Status" column, click on the status code for a given ARM pool to view an 117148C record for that pool.

11710A Link

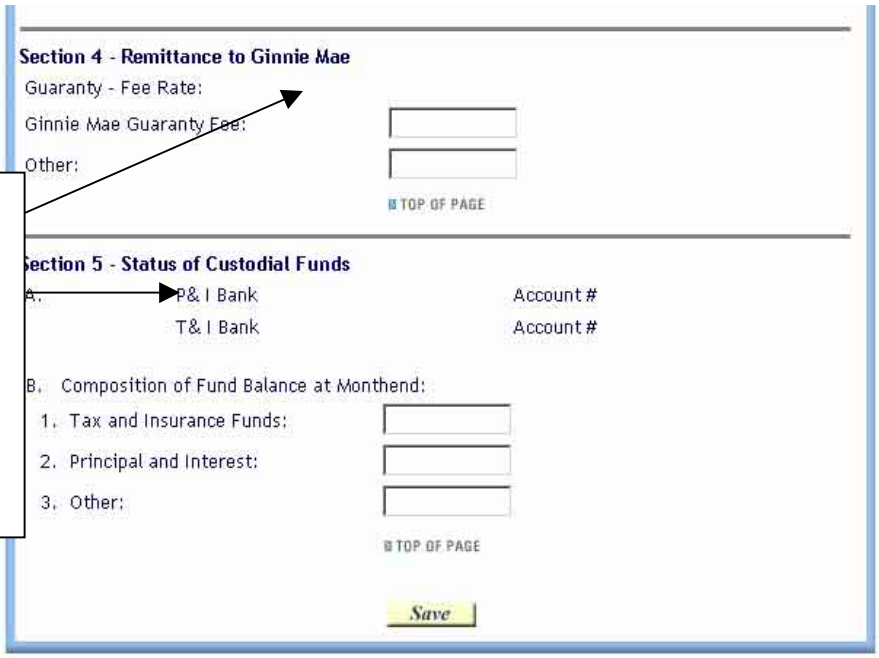
From the Web IIS Main Menu, click on the "11710A – Issuer Monthly Accounting Report" link to open the 11710A form.



Top section of the 11710A screen

All five sections of the 11710A form are contained on one Web IIS screen. The example above shows most of Section 1. As you complete the form, you can scroll down to complete each field.

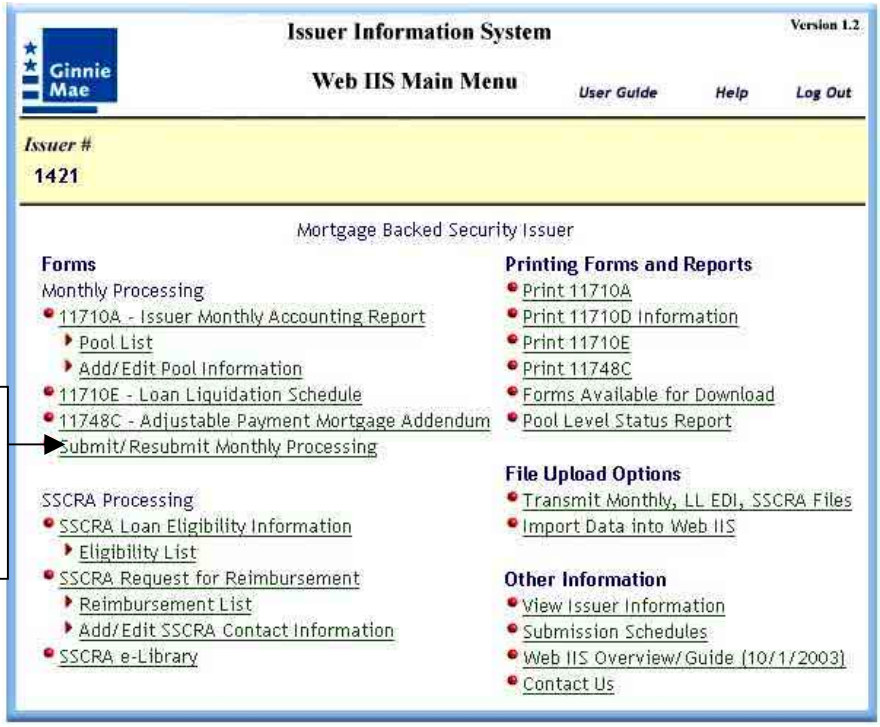
Use the TAB key to move from one field to the next, or use your mouse pointer to click in a specific field.



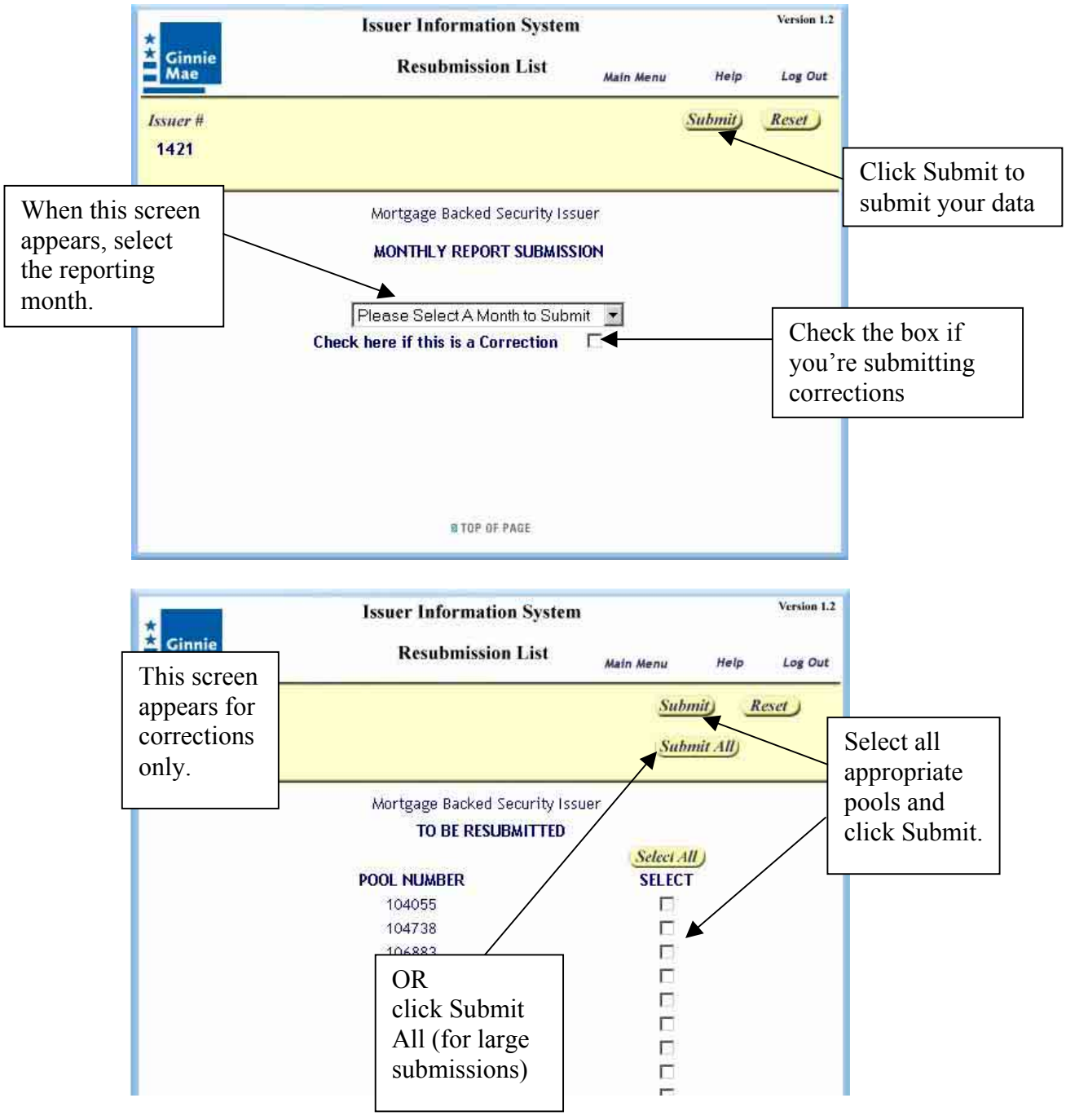
These data come from the Add/Edit Pool Information screen. Any changes must be made on the Add/Edit Pool screen.

11710A Submission

When you have completed data entry for all 11710As, 11710Es (if any), and 11748Cs (if any), use the Submit function to send your monthly file to Ginnie Mae Processing. You will be asked if the submission is an initial submission or a correction file.

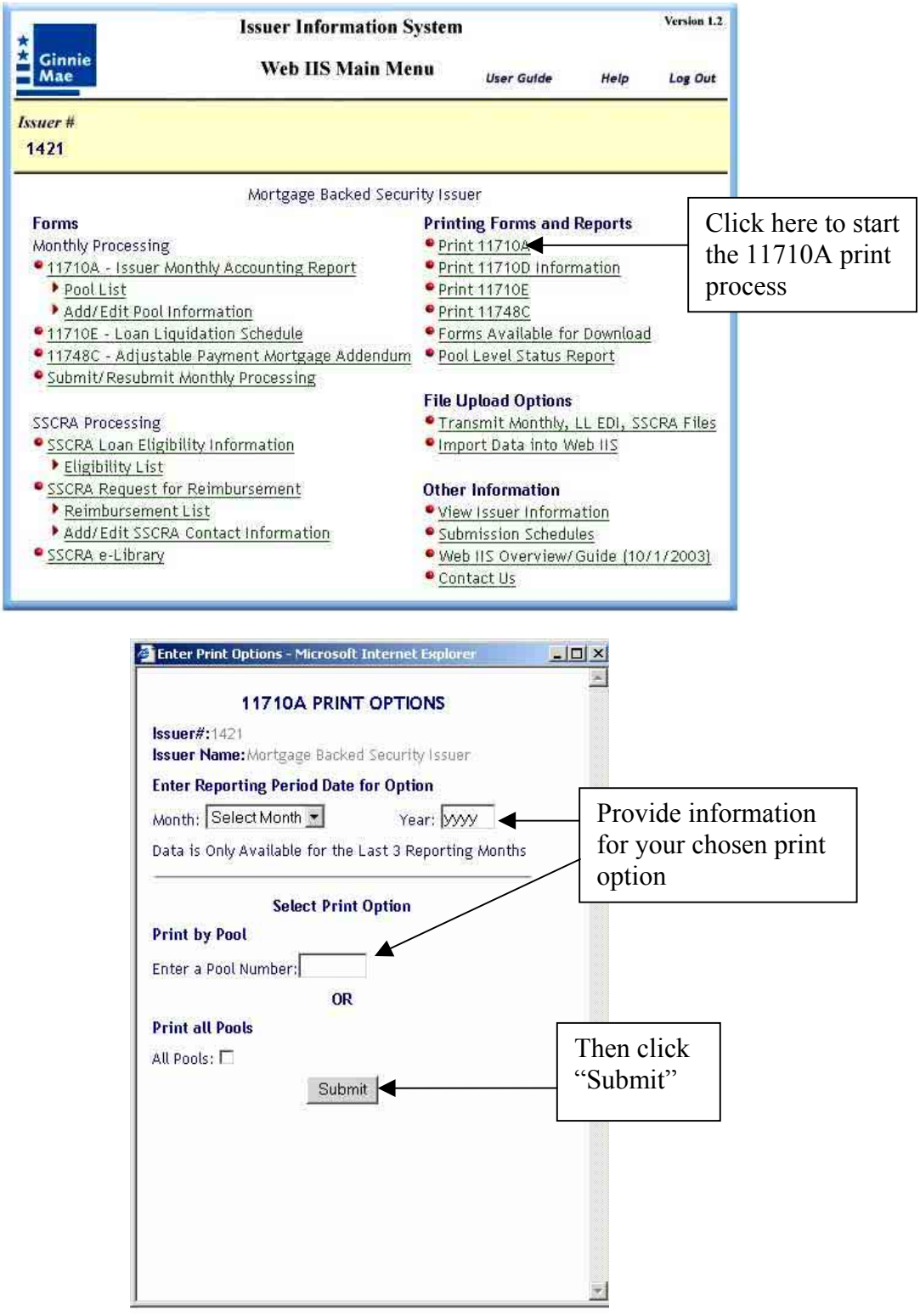


Click here, or click on "Submit" in the 11710A, 11710E, or 11748C screen.



11710A Printing

The Web IIS print functions allow users to generate and store reports locally (i.e., on your hard drive). The stored reports may be reprinted at any time, without having to return to Web IIS to request the same report again.



The Reporting Month and Year always are required. There are two 11710A print options. You may print for a single pool ("Print By Pool") or for all pools ("Print All

Pools"). Provide the requested information in the print option area you prefer, then click the "Submit" button.

For the "Print by Pool" option, Web IIS will generate the appropriate report, then display a download dialog, to help you to download the report for printing. Follow the instructions in the download dialog to save the report to your PC or network hard drive. The report will be a "Portable Document Format" file, commonly known as a PDF file. Use Acrobat Reader version 4.0 or greater to open the report file (the one you saved on your PC or network hard drive) and print it. If you do not have Acrobat Reader, you can download a free copy from www.adobe.com.

For the "Print all Pools" option, the report will be available for download the next business day.

To retrieve an overnight report, click on "Forms Available for Download". All available reports will be listed on the pop-up screen. Follow the instructions to download report files. These files also are PDF files, which can be opened with Acrobat Reader for printing.

11748C Preparation, Submission, Printing

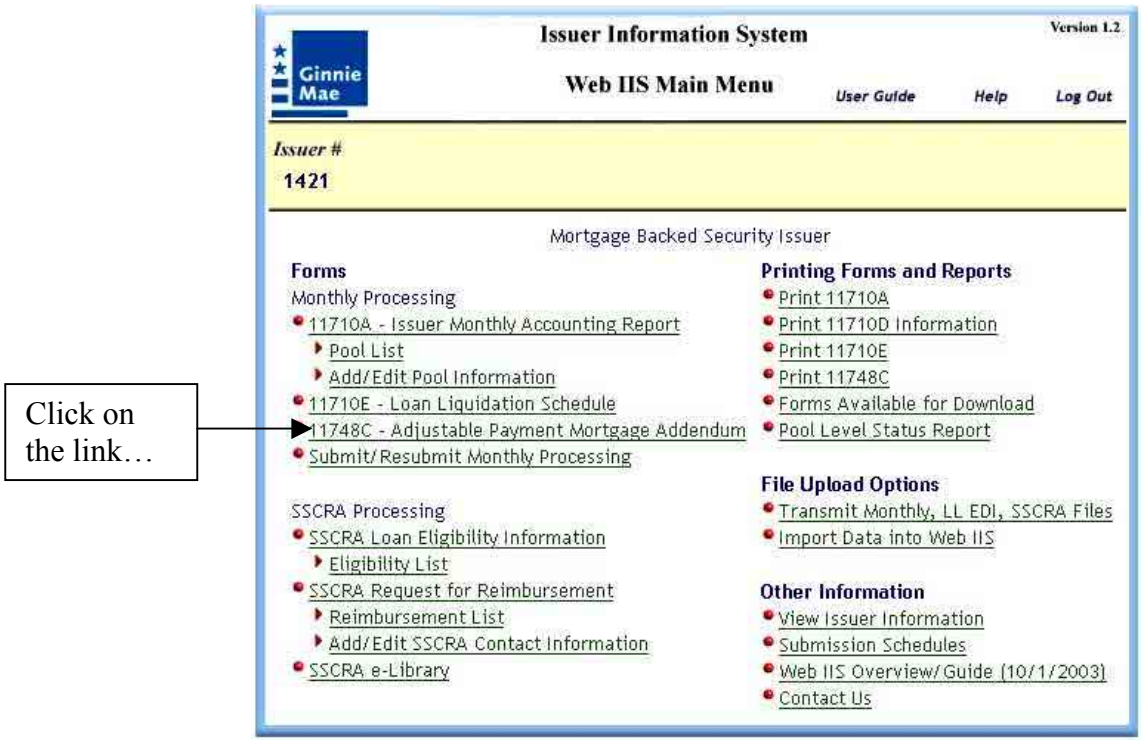
The 11748C form is used for the annual reporting of Adjustable Rate Mortgage (ARM) pool data. You must complete the 11710A for the pool **before** entering the 11748C.

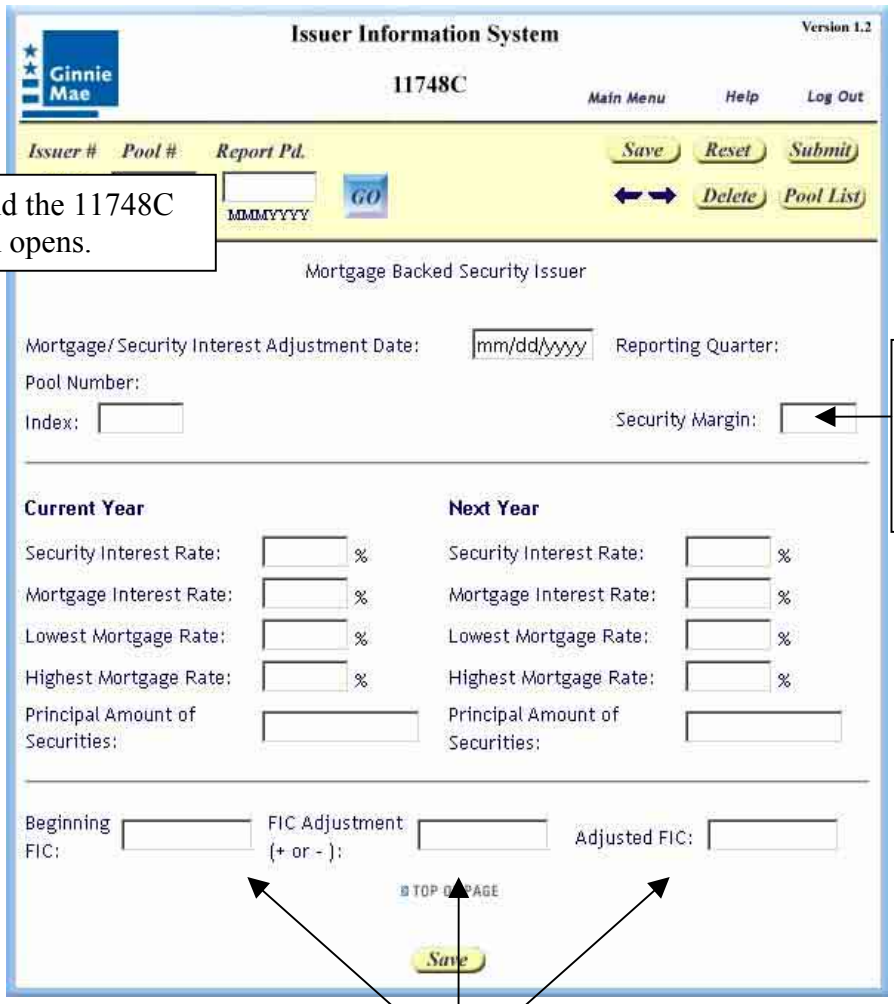
11748C Preparation

There are two ways to open an 11748C form:

- Click on the link on the Web IIS Main Menu
- Click on the link for the pool from the Pool List

Open 117148C from Main Menu





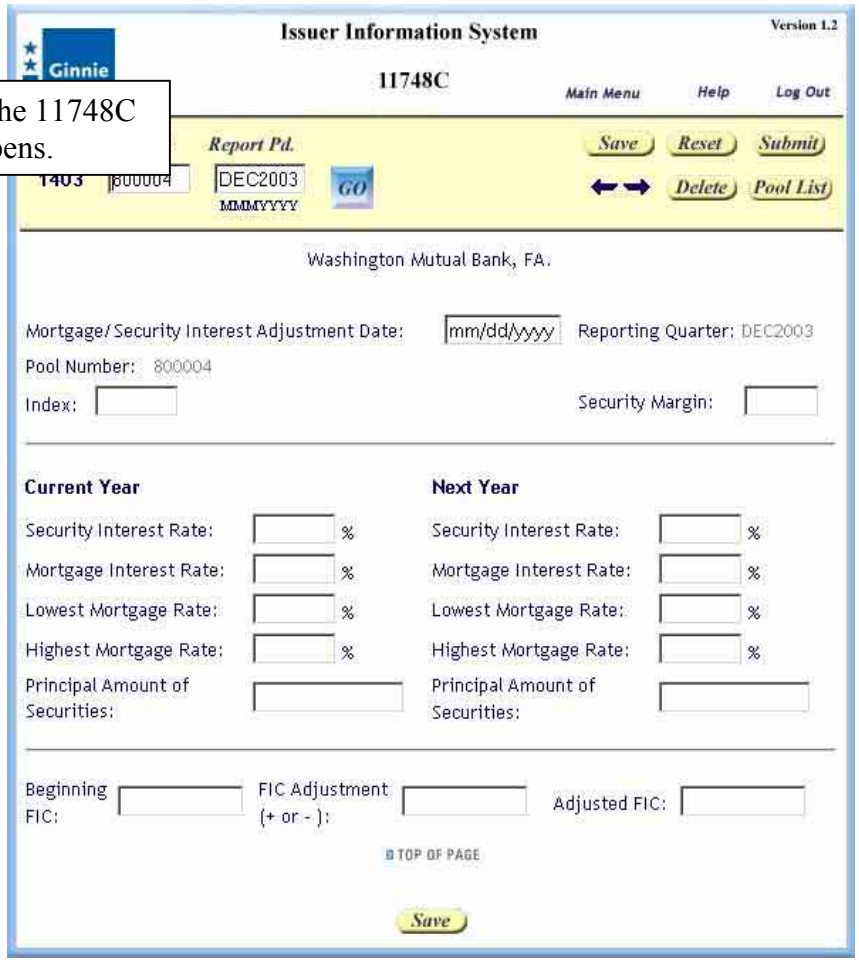
…and the 11748C form opens.

If you need to change this value, use the Add/Edit Pool Information screen.

These values will be pre-loaded, based on the 11710A data you already have saved for the reporting period.

Open 117148C from Pool List

Click in the 11748C Status column for the appropriate pool…



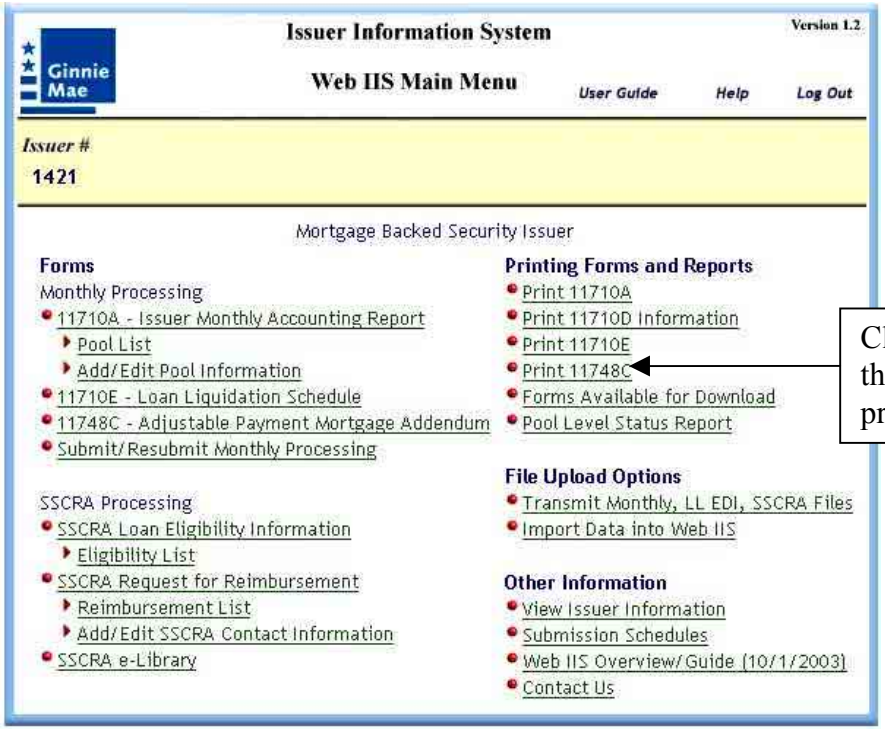
…and the 11748C form opens.

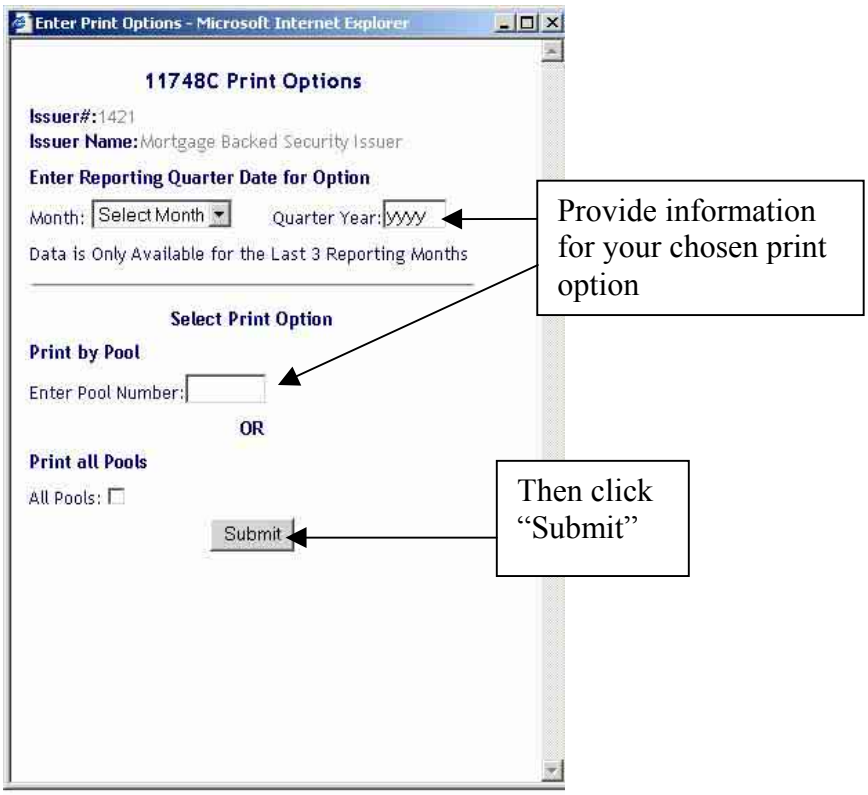
11748C Submission

11748Cs are submitted automatically when you submit your 11710As. See "11710A Submission" for a description.

11748C Printing

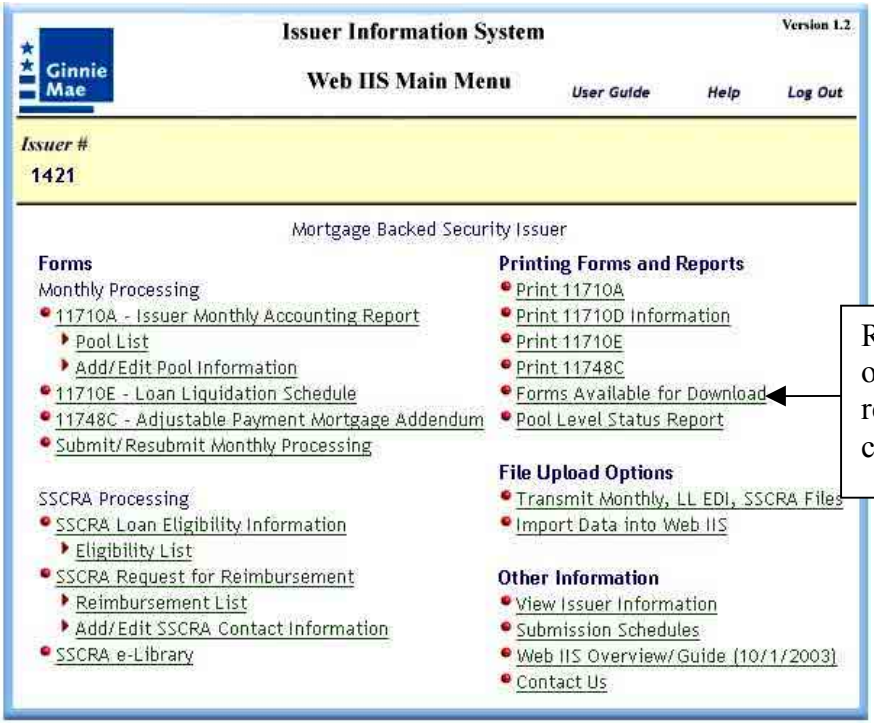
The Web IIS print functions allow users to generate and store reports locally (i.e., on your hard drive). The stored reports may be reprinted at any time, without having to return to Web IIS to request the same report again.



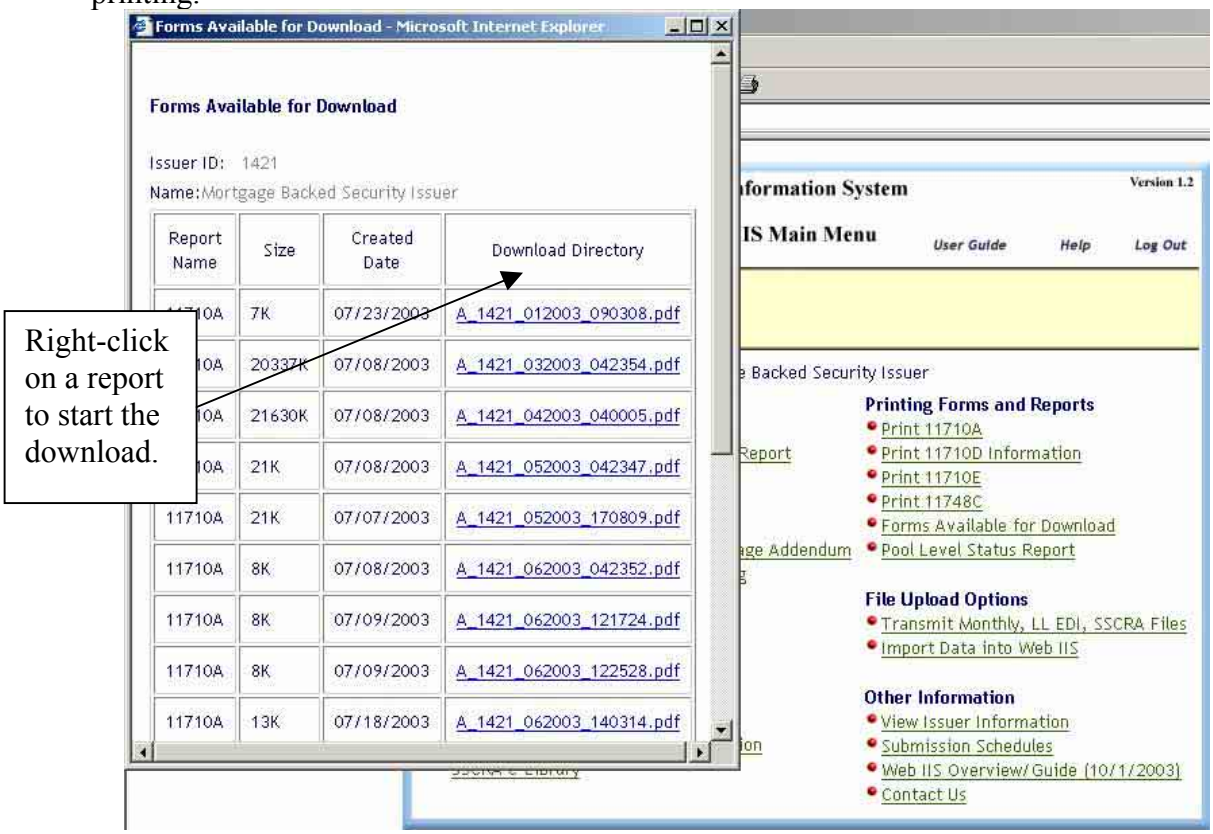


The Reporting Quarter and Year always are required. There are two 11748C print options. You may print for a single pool ("Print By Pool") or for all pools ("Print All Pools"). Provide the requested information in the print option area you prefer, then click the "Submit" button. Web IIS will generate the appropriate report, then display a download dialog, to help you to download the report for printing. Follow the instructions in the download dialog to save the report to your PC or network hard drive. The report will be a "Portable Document Format" file, commonly known as a PDF file. Use Acrobat Reader version 4.0 or greater to open the report file (the one you saved on your PC or network hard drive) and print it. If you do not have Acrobat Reader, you can download a free copy from www.adobe.com.

For the "Print all Pools" option, the report will be available for download the next business day.



To retrieve an overnight report, click on "Forms Available for Download". All available reports will be listed on the pop-up screen. Follow the instructions to download report files. These files also are PDF files, which can be opened with Acrobat Reader for printing.



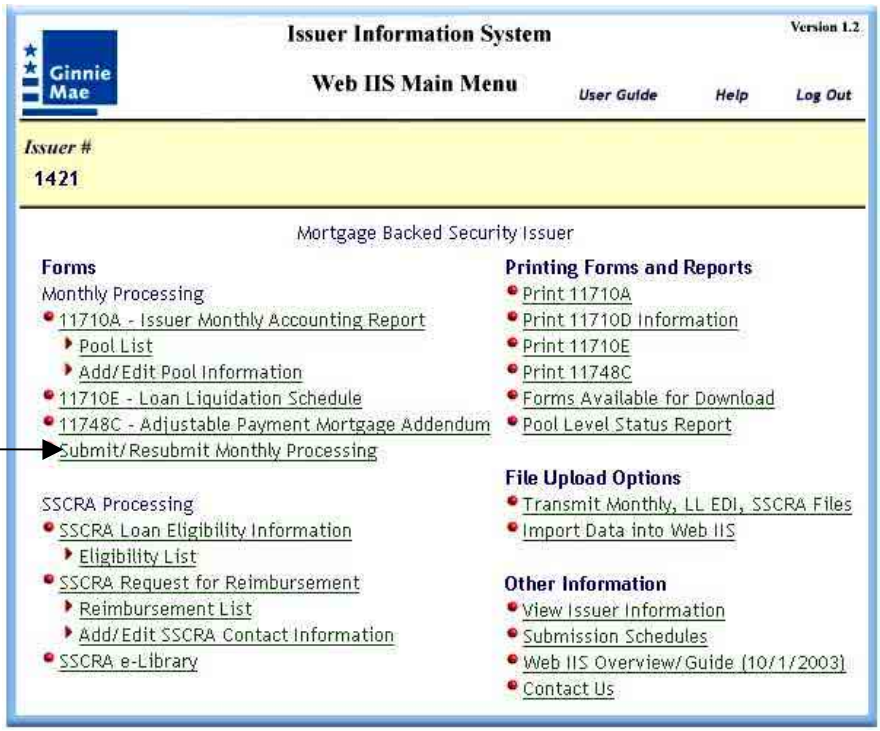
Corrections Only Submission

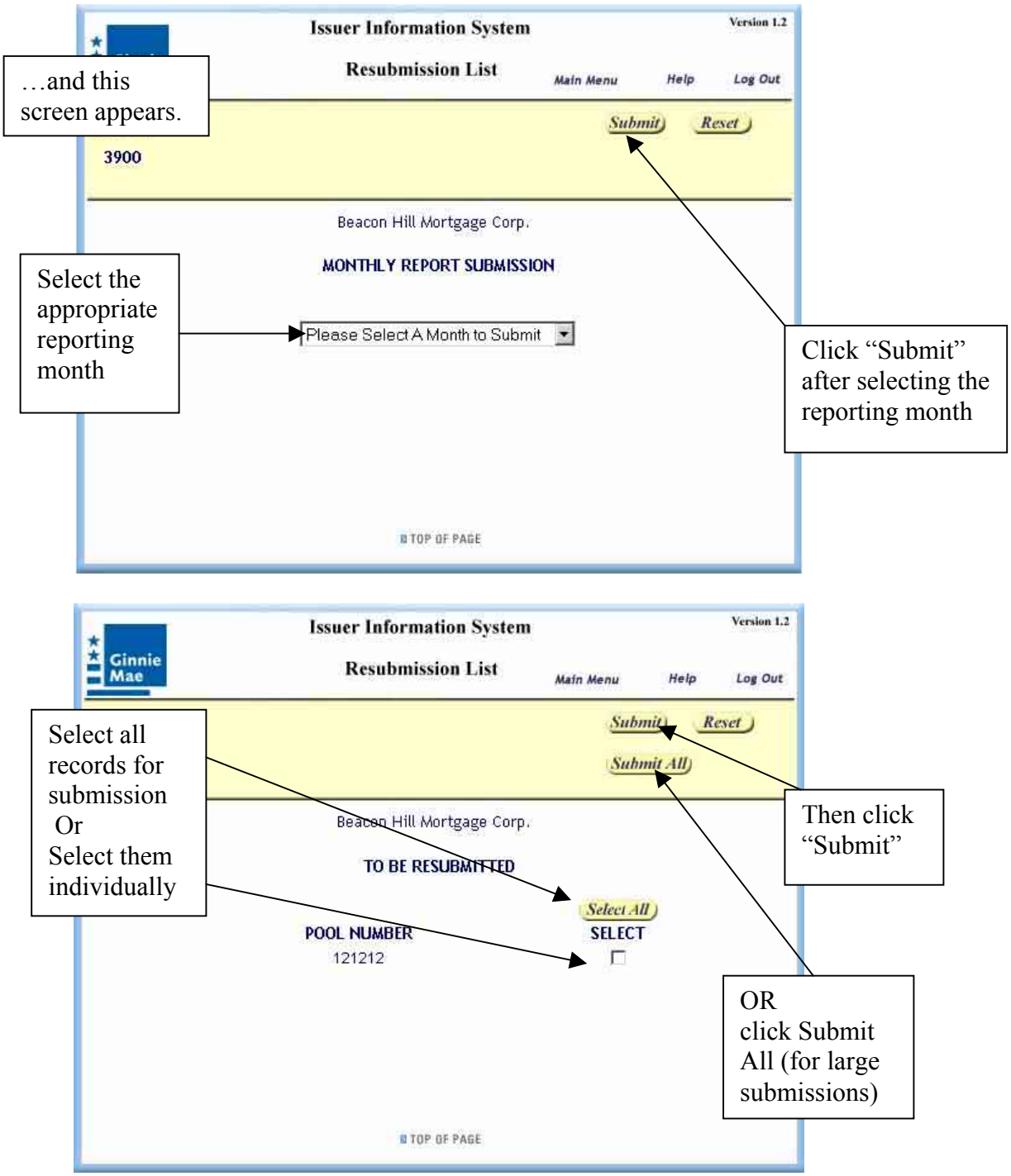
Some issuers use systems other than Web IIS to prepare their initial monthly pool data submissions, but wish to use Web IIS just to submit corrections. This is a separate Web IIS permission, which must be specifically requested on the User Registration Request form.

Important Note: This function is only for those issuers who DO NOT make their initial monthly pool data submissions via Web IIS. Data submitted via this function is always treated as a correction. DO NOT request this function if you normally use Web IIS to prepare and submit all of your monthly pool data.

Prepare your correction data using the monthly processing functions described earlier in this document. When you are ready to submit your corrections, go to the Web IIS Main Menu.

Click here…

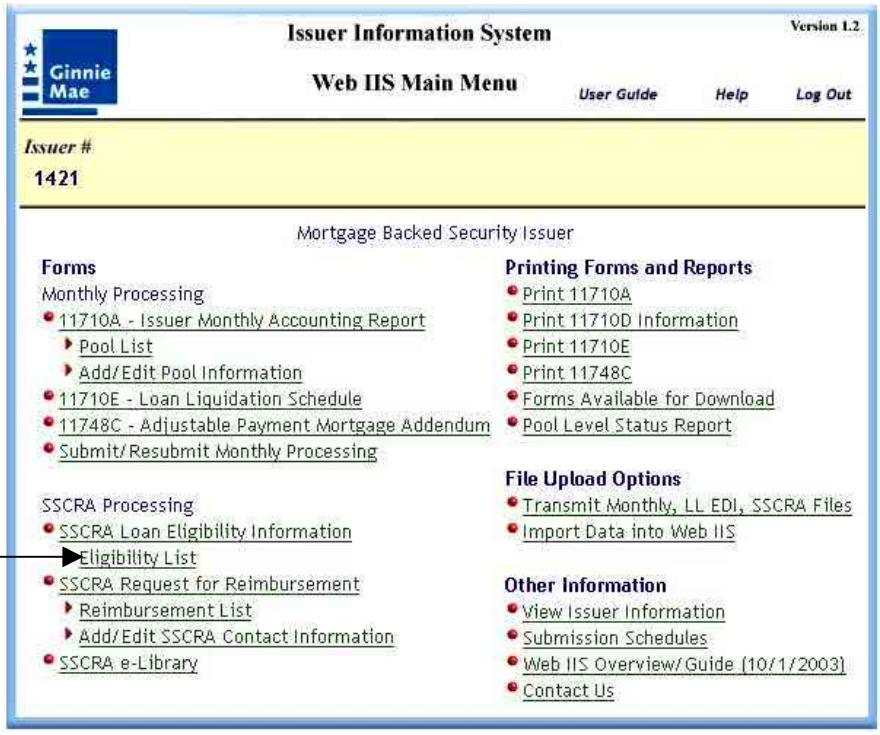



Issuer Information System
Version 1.2
Resubmission List
Main Menu
Help
Log Out
Submit
Reset
3900
Beacon Hill Mortgage Corp.
MONTHLY REPORT SUBMISSION
Please Select A Month to Submit
TOP OF PAGE
…and this screen appears.
Select the appropriate reporting month
Click "Submit" after selecting the reporting month
Issuer Information System
Version 1.2
Ginnie Mae
Resubmission List
Main Menu
Help
Log Out
Submit
Reset
Submit All
Beacon Hill Mortgage Corp.
TO BE RESUBMITTED
Select All
POOL NUMBER
SELECT
121212
TOP OF PAGE
Select all records for submission
Or
Select them individually
Then click "Submit"
OR
click Submit All (for large submissions)

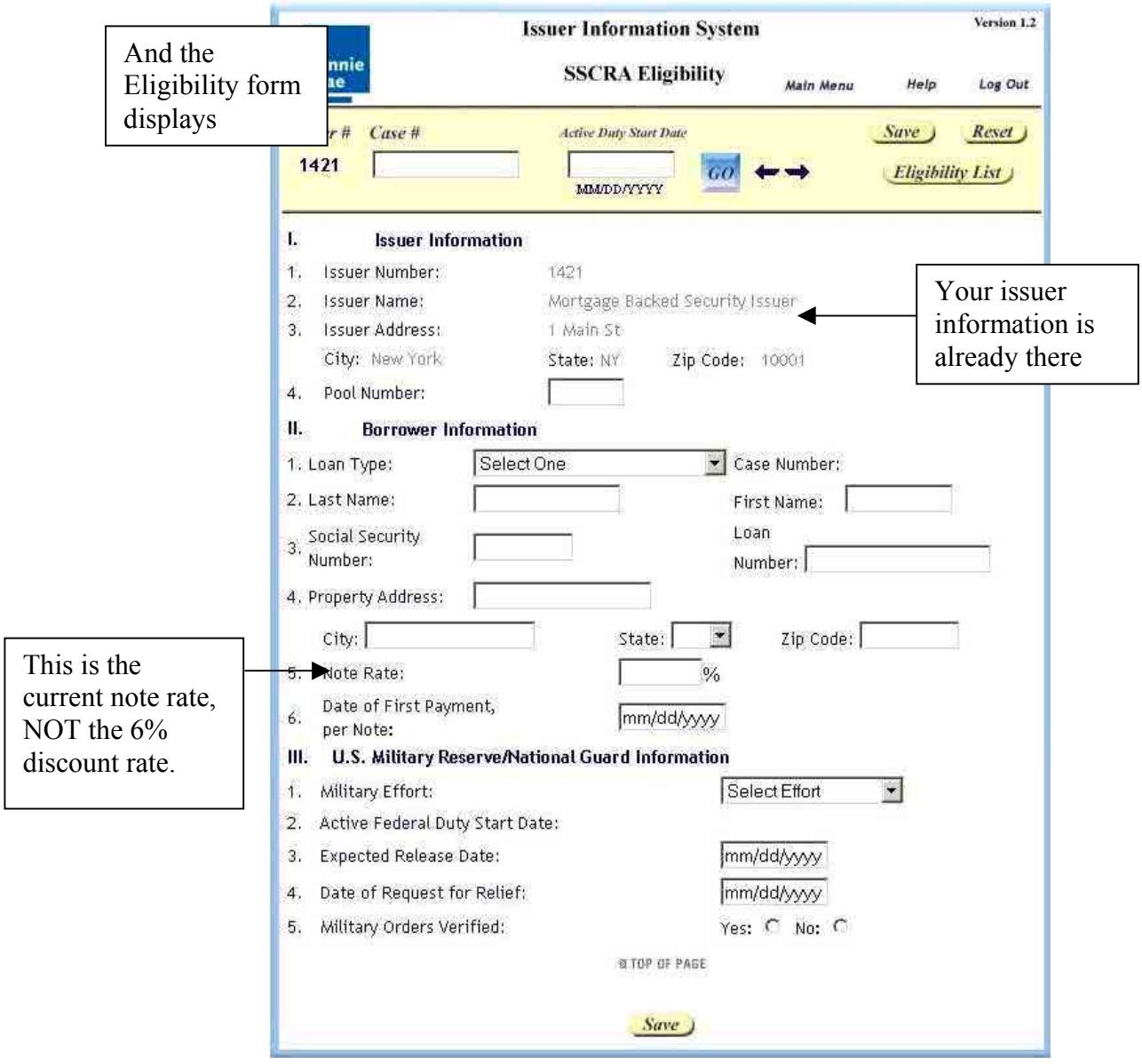
SSCRA Eligibility Requests

Create an Eligibility Request

To create a new SSCRA Eligibility request, select "SSCRA Loan Eligibility Information" from the Web IIS Main Menu.



Click here…

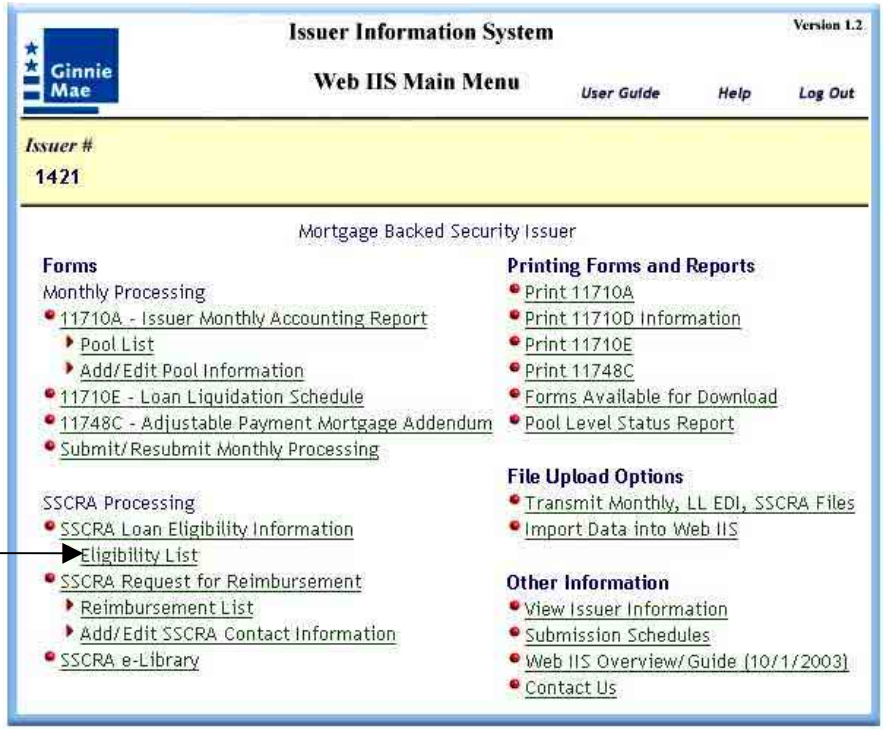


Beginning with the Case Number and Active Duty Start Date, complete all fields and use the Save button to save your data. Pursuant to APM 02-25, eligibility requests may be submitted regardless of military effort. However, the military effort field still is a required value. Many issuers track their requests by military effort. See the detailed help for Military Effort to view the full lists of operations and their corresponding military efforts.

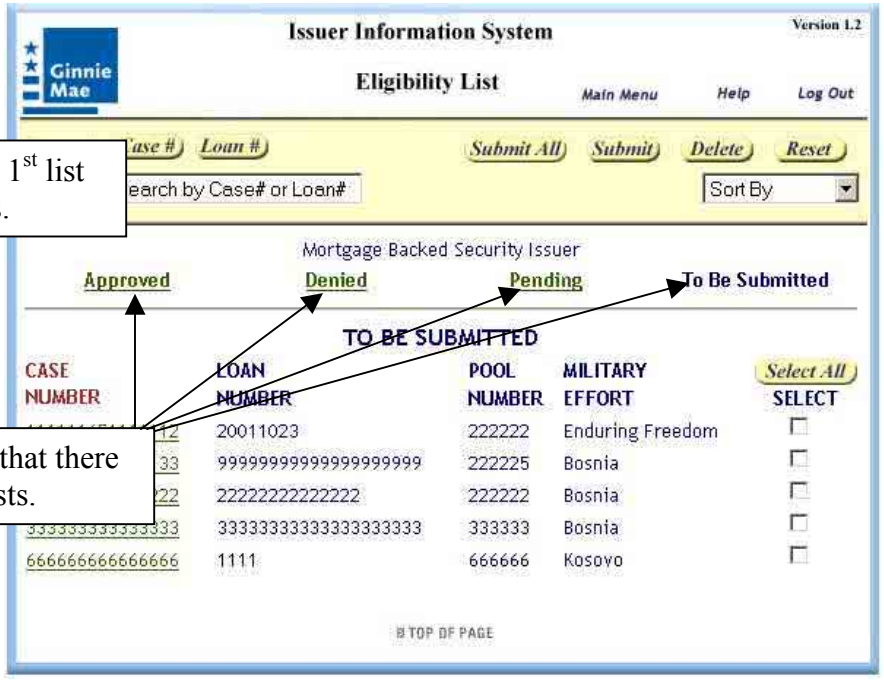
NOTE: The "All Other Efforts" and "Enduring Freedom" military efforts may only be used when the active duty start date is September 11, 2001, or later. This is in accordance with APM 02-25.

Edit or Delete an Eligibility Request

The most convenient method to edit or delete an eligibility request is to use the Eligibility List.



Click here



And the 1st list displays.

Notice that there are 4 lists.

There are four types of Eligibility lists:

- **To Be Submitted** – This list shows eligibility records that you have created or edited, but have not yet submitted to Ginnie Mae Processing.
- **Pending** – An eligibility record will be in the pending list for one of two reasons:
  1. The record was submitted and is awaiting further processing by Ginnie Mae processing.
  2. Ginnie Mae Processing was unable to process the record, due to errors in the record (e.g., invalid case number). You will receive separate notification about these records, at which time you can make changes and resubmit at the appropriate time.

  If you click on the Case Number from the Pending list, the record will be retrieved for editing.
- **Denied** – This list shows eligibility records that were denied.
- **Approved** – This list shows eligibility records that were approved. This list provides a link to allow you to create Reimbursement requests.

The four lists allow issuers to see, "at a glance", the status of eligibility records. The lists are updated daily. By using the Print function of your browser, you can print each list for your records if needed. You may also use the "Download" button to download the Pending list as a file that you can import to a database or spreadsheet program. The following describes each list in more detail.

To Be Submitted (Eligibility)

Click the case # to open the record for editing.

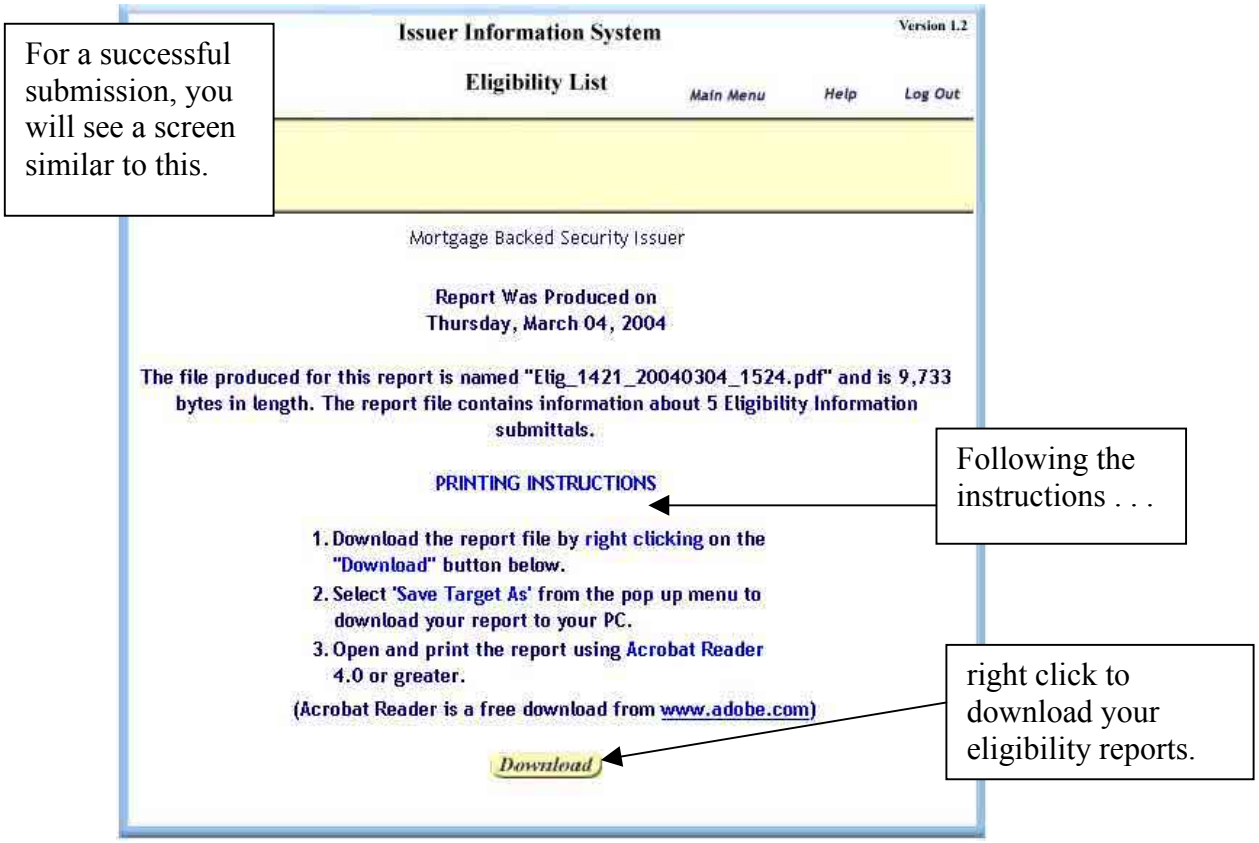
Click "Submit All" to submit all records on the screen (recommended for large submissions)
OR
Click "Select All" to select all records on the screen
OR
Click in individual select boxes to select just a few records.

Edit - To edit an eligibility record, click on the case number on the left.

Submit – Use one of the following methods:

- **Submit All** method –
  - Click the "Submit All" link in the Navigation Area
  - Carefully follow the instructions that pop up

- **Select, then Submit** method
  - Select the records you want to submit, using the "Select All" button or by clicking individual boxes under the Select column. Then click the "Submit" button in the Navigation Area.
  - Carefully follow the instructions that pop up

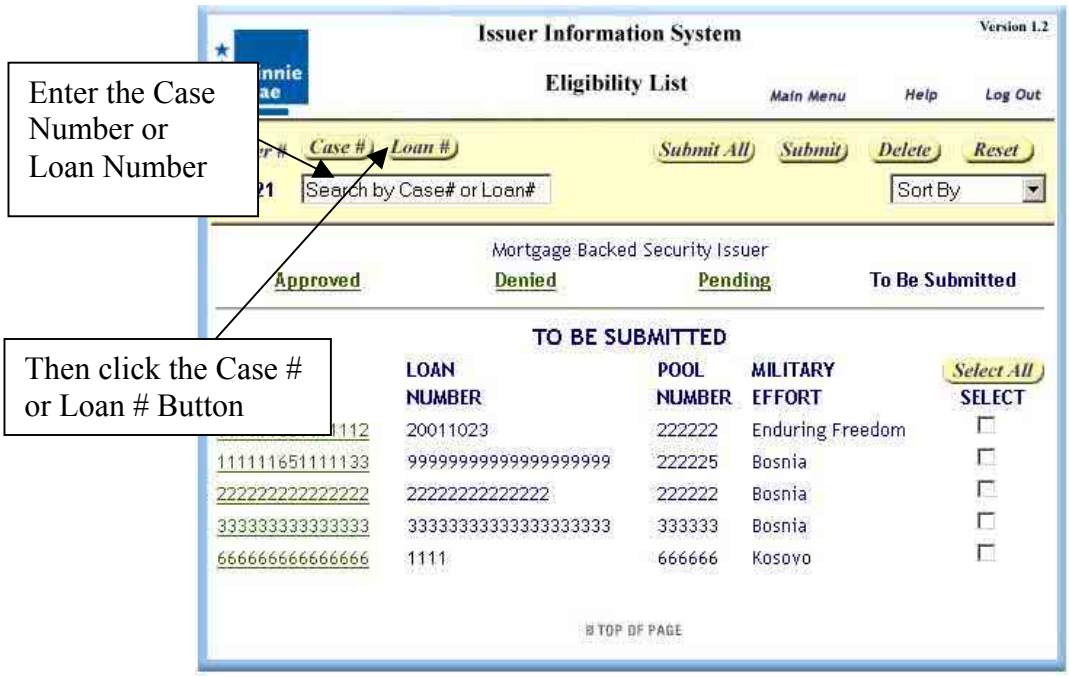


Delete – Perform the following steps:

- Select the records you want to delete, using the "Select All" button or by clicking individual boxes under the Select column
- Click on the "Delete" button in the Navigation Area
- Respond to the confirmation prompt as desired

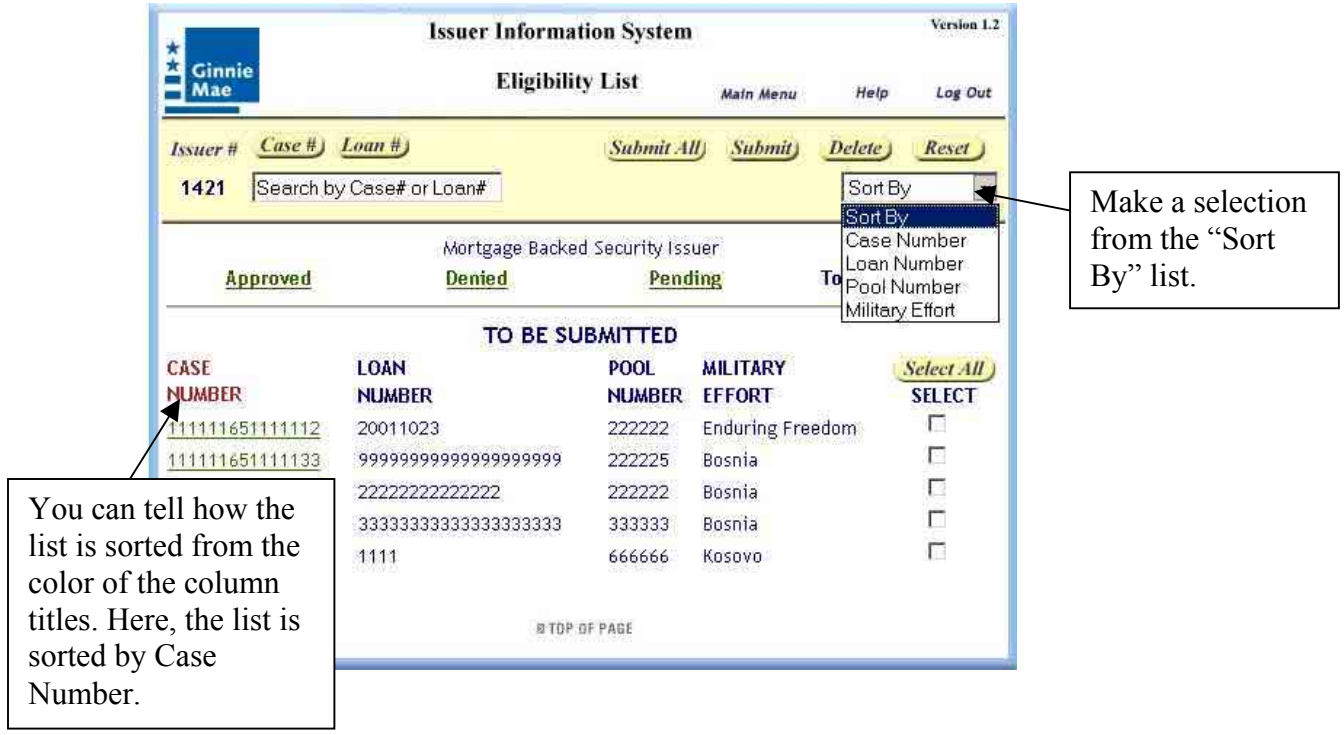
Important Note! Make sure you use the correct button in the Navigation Area! Deleted records cannot be "undeleted"!

Search – To search by case number or loan number do the following:

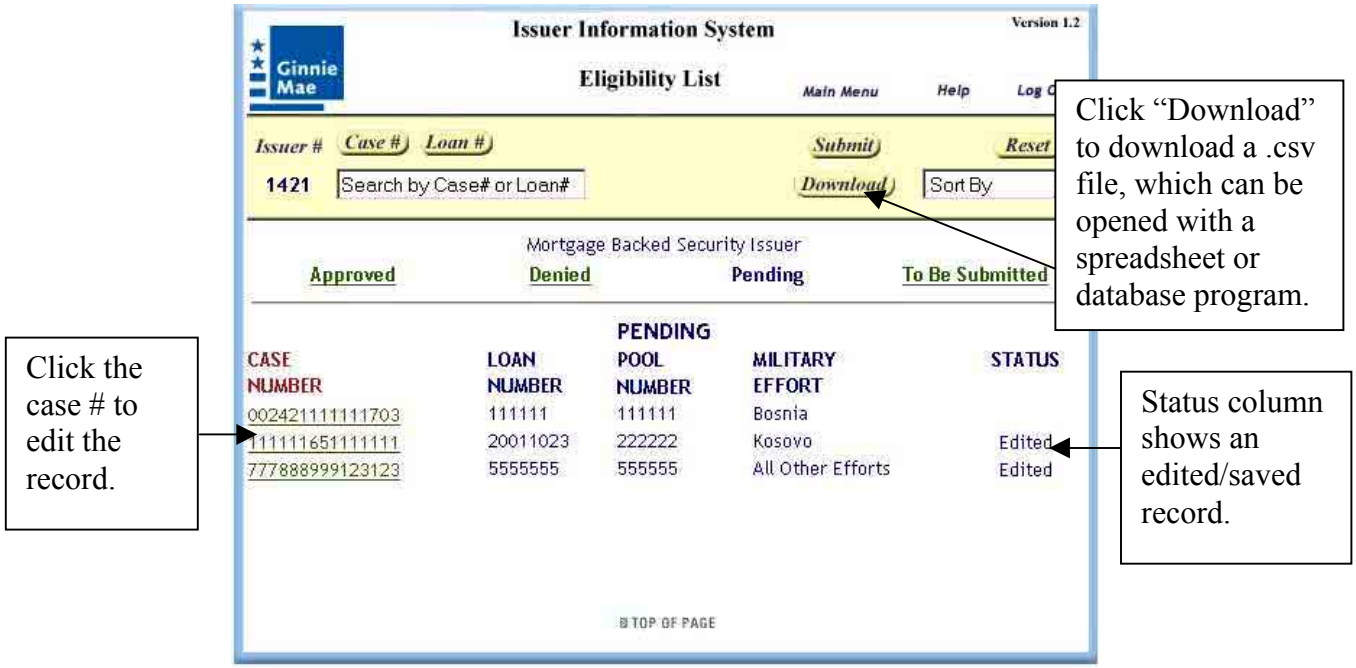


The list will begin with the closest case number or loan number to the one you specified.

Sort – The Eligibility List can be sorted on any of columns being displayed. Click the arrow next to the "Sort By" box.

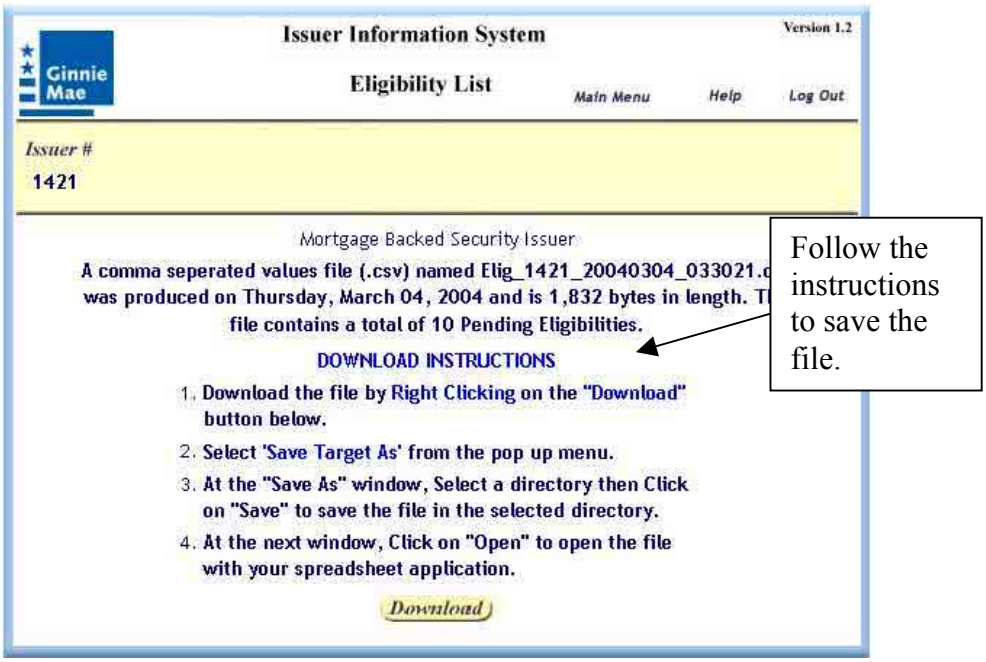


Pending (Eligibility)



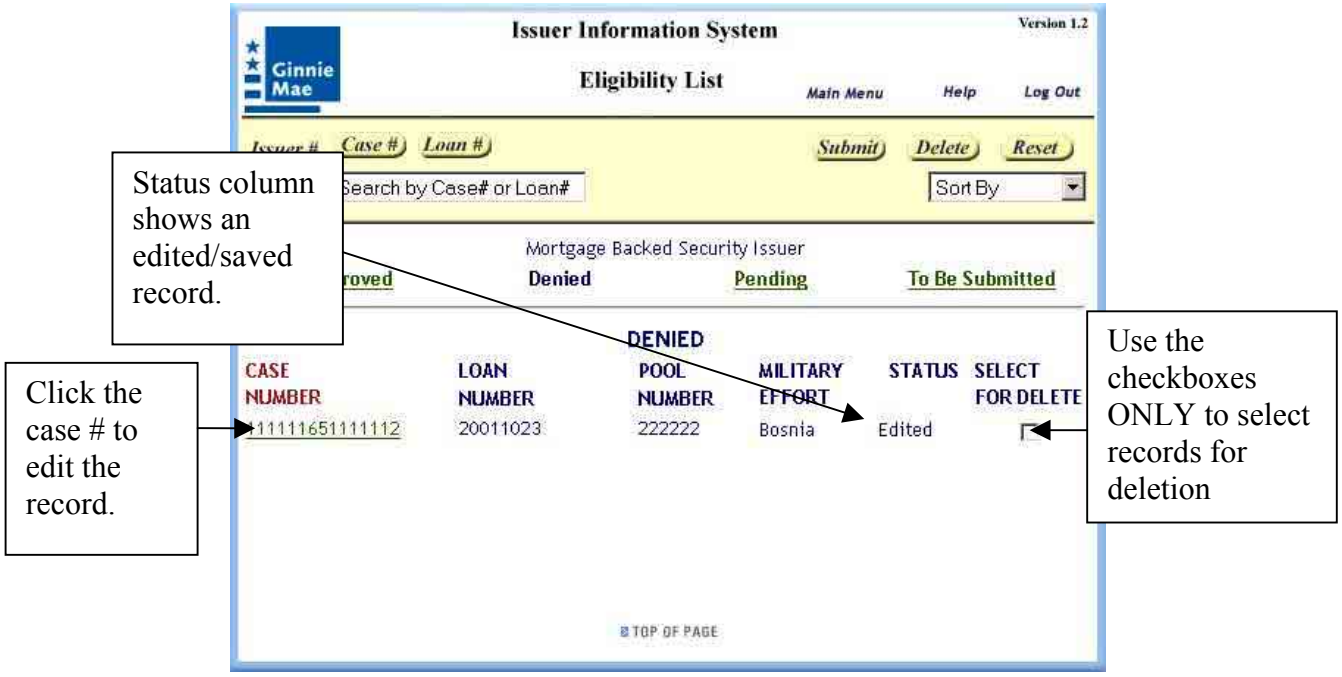
If you click on the Case Number from the Pending list, the record will be retrieved for editing. If you change the record and save it, "Edited" will appear in the Status column. See the "Submit Eligibility Requests" section for a description of how to submit eligibility records.

Download – Click the "Download" button. The following screen appears:



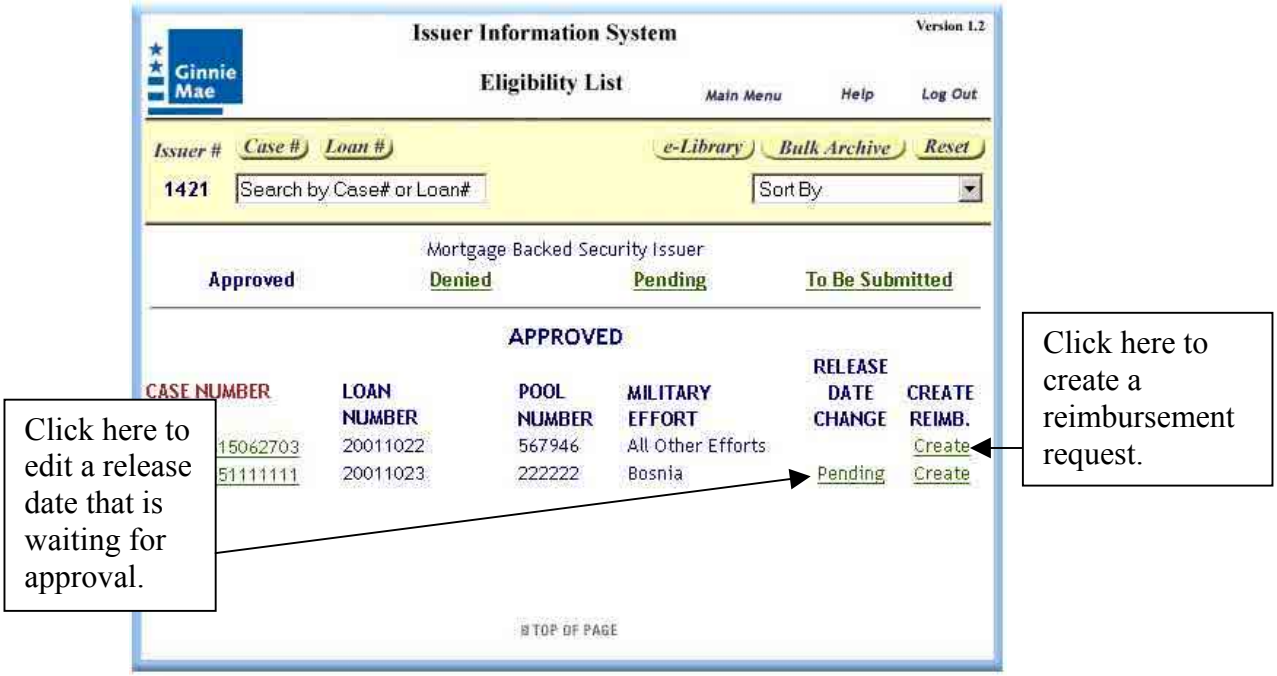
The .csv file contains records that are pending, plus denied records that have an "edited" status, plus denied records that were resubmitted but are still waiting for an approval of the change. **Note –** Depending on the spreadsheet or database application into which you are downloading the .csv file, you may not see any leading zeroes in the case number. In addition, you may need to reformat certain columns as "number" with 0 decimal places.

Denied (Eligibility)



If you edit and save the changes to a Denied eligibility record, the Status column will display "Edited." Only edited records can be resubmitted as corrections. To delete a record, check the box for that record under the "Select For Delete" column, then click the "Delete" button in the navigation area.

Approved (Eligibility)

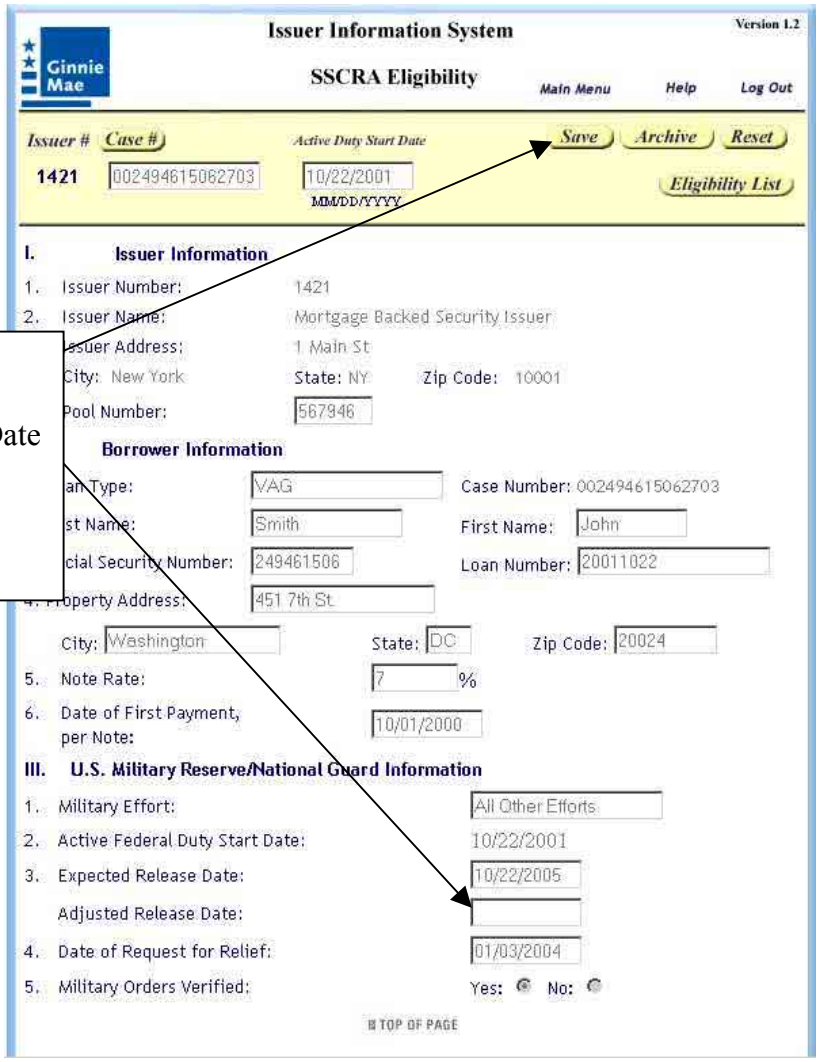


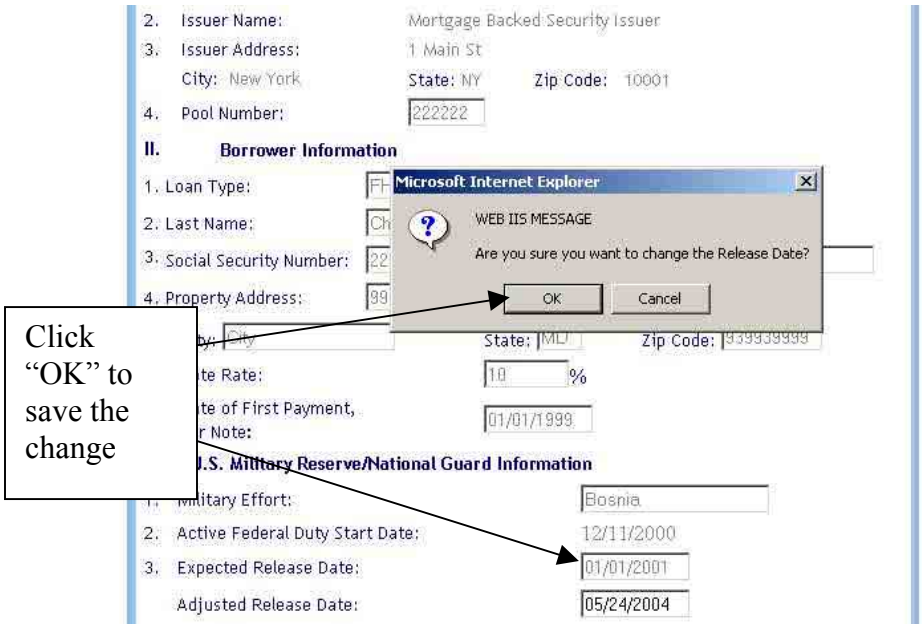
Click the "e-Library" button to view approved SSCRA loans that have been archived.
Click the "Bulk Archive" button to automatically archive totally reimbursed loans.
Individual approved eligibility loans can be archived by selecting the specific loan from the Approved Eligibility List, then pressing the "Archive" button on the Eligibility screen.
Note: the Archive button is not available if a request has been made to change the expected release date. Potentially more reimbursements may occur for this loan once the new release date has been approved.

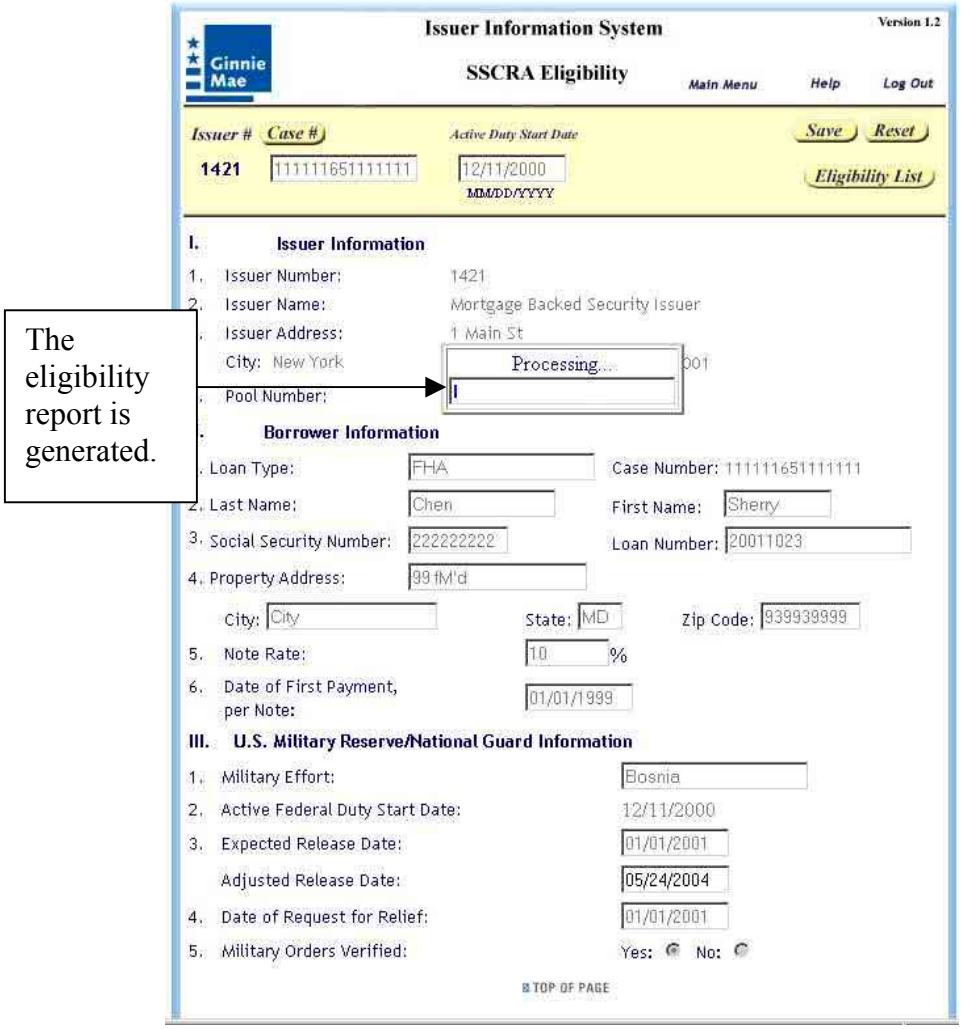
Extending or Shortening the Expected Release Date
If the borrower's expected release date is extended, it is possible to create and submit a modification to the expected release date of an approved eligibility record. The expected release date can also be shortened due to early deactivation.
Open the Approved Eligibility list.

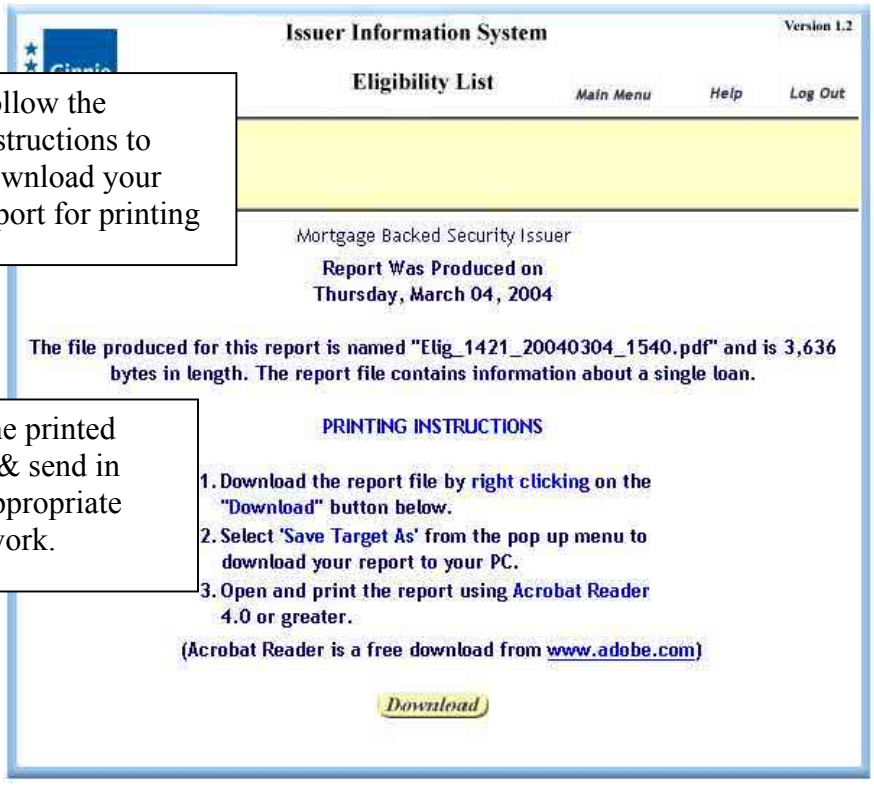
Click the Case # of the record to edit

Enter the Adjusted Release Date and click "Save"




2. Issuer Name: Mortgage Backed Security Issuer
3. Issuer Address: 1 Main St
City: New York State: NY Zip Code: 10001
4. Pool Number: 222222
II. Borrower Information
1. Loan Type:
2. Last Name:
3. Social Security Number:
4. Property Address:
Microsoft Internet Explorer
WEB IIS MESSAGE
Are you sure you want to change the Release Date?
OK
Cancel
State: MD Zip Code: 939939999
te Rate: 10 %
te of First Payment, r Note: 01/01/1999
U.S. Military Reserve/National Guard Information
Military Effort: Bosnia
2. Active Federal Duty Start Date: 12/11/2000
3. Expected Release Date: 01/01/2001
Adjusted Release Date: 05/24/2004
Click "OK" to save the change

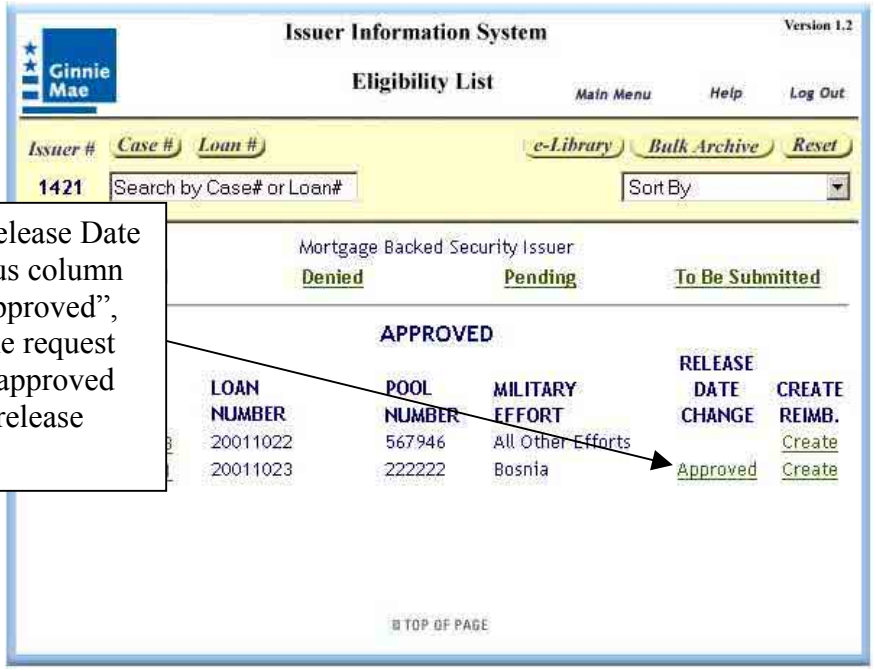

Issuer Information System
Version 1.2
Ginnie Mae
SSCRA Eligibility
Main Menu
Help
Log Out
Issuer #
Case #
Active Duty Start Date
Save
Reset
1421
111111651111111
12/11/2000
MM/DD/YYYY
Eligibility List
I. Issuer Information
1. Issuer Number: 1421
2. Issuer Name: Mortgage Backed Security Issuer
Issuer Address: 1 Main St
City: New York
Processing...
Pool Number:
Borrower Information
Loan Type: FHA Case Number: 111111651111111
2. Last Name: Chen First Name: Sherry
3. Social Security Number: 222222222 Loan Number: 20011023
4. Property Address: 99 fM'd
City: City State: MD Zip Code: 939939999
5. Note Rate: 10 %
6. Date of First Payment, per Note: 01/01/1999
III. U.S. Military Reserve/National Guard Information
1. Military Effort: Bosnia
2. Active Federal Duty Start Date: 12/11/2000
3. Expected Release Date: 01/01/2001
Adjusted Release Date: 05/24/2004
4. Date of Request for Relief: 01/01/2001
5. Military Orders Verified: Yes: No:
TOP OF PAGE
The eligibility report is generated.



Follow the instructions to download your report for printing

Sign the printed report & send in with appropriate paperwork.

Important Note – No data is submitted when you request a change to the expected release date. Only the report is created.



When the Release Date Change status column displays "Approved", you know the request has been re-approved for the new release date.

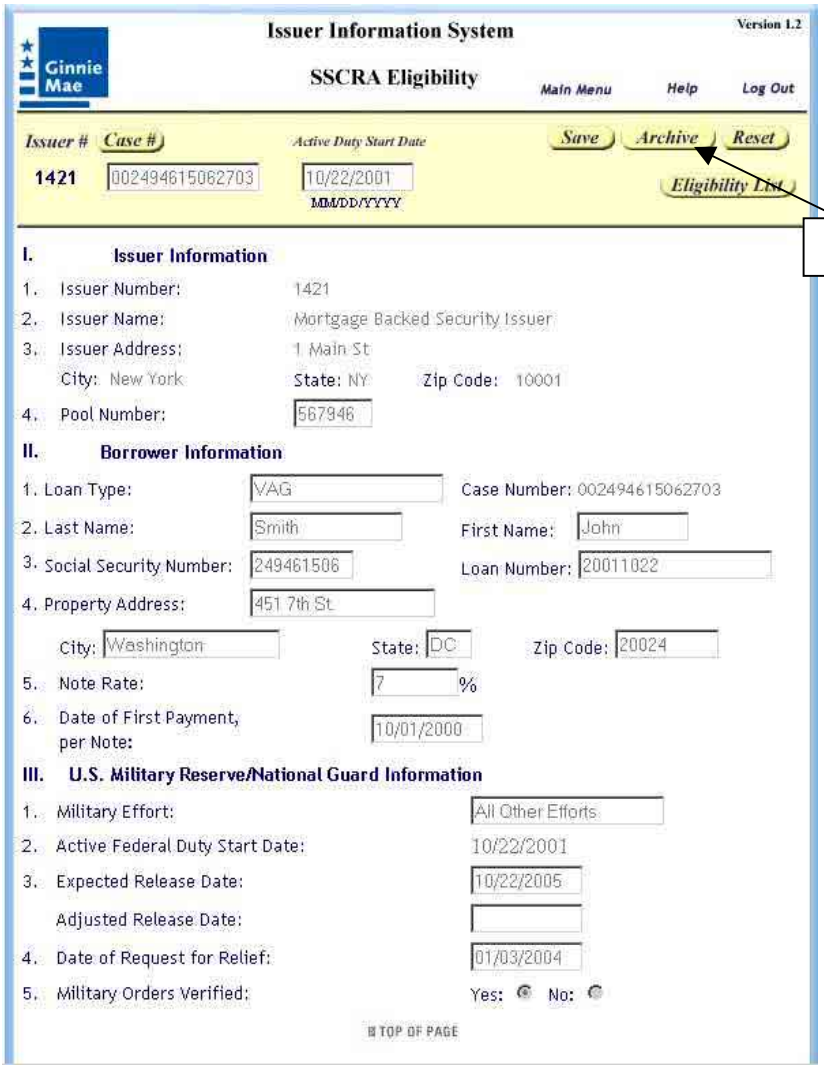
Submit Eligibility Requests

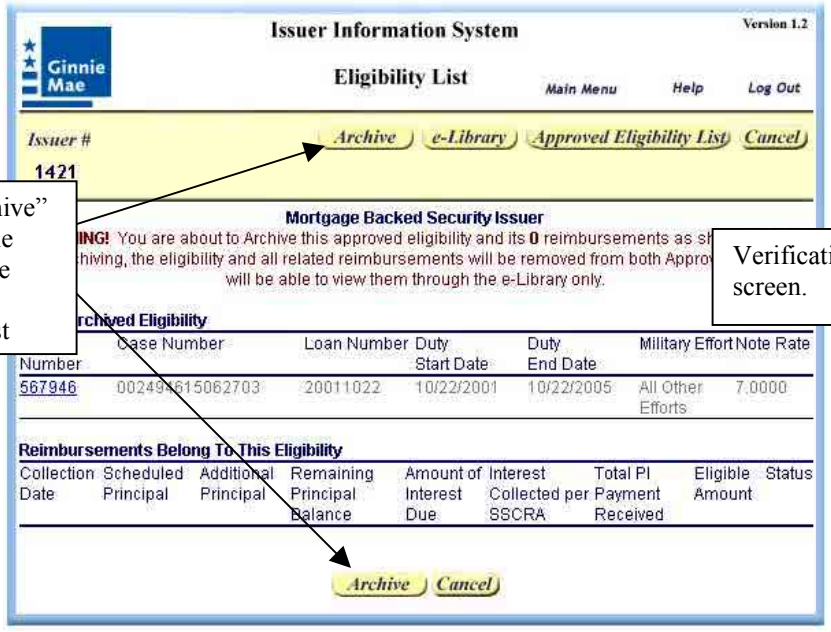
Original submissions must be done from the "To Be Submitted" eligibility list. Corrections may be submitted from the "Denied" list or from the "Pending" list.

Archive Approved Eligibility Record

Approved eligibility loans can be archived so that they no longer appear on the Approved lists. Loans should be archived after all the possible reimbursements have been paid to shorten the list. Individual approved eligibility loans can be archived by selecting the specific loan from the Approved Eligibility List, then pressing the Archive button on the Eligibility screen.

Click the Case # of the record to edit


Issuer Information System
Version 1.2
SSCRA Eligibility
Main Menu
Help
Log Out
Issuer #
Case #
Active Duty Start Date
Save
Archive
Reset
1421
002494615062703
10/22/2001
MM/DD/YYYY
Eligibility List
I. Issuer Information
1. Issuer Number: 1421
2. Issuer Name: Mortgage Backed Security Issuer
3. Issuer Address: 1 Main St
City: New York State: NY Zip Code: 10001
4. Pool Number: 567946
II. Borrower Information
1. Loan Type: VAG
Case Number: 002494615062703
2. Last Name: Smith
First Name: John
3. Social Security Number: 249461506
Loan Number: 20011022
4. Property Address: 451 7th St
City: Washington State: DC Zip Code: 20024
5. Note Rate: 7 %
6. Date of First Payment, per Note: 10/01/2000
III. U.S. Military Reserve/National Guard Information
1. Military Effort: All Other Efforts
2. Active Federal Duty Start Date: 10/22/2001
3. Expected Release Date: 10/22/2005
Adjusted Release Date:
4. Date of Request for Relief: 01/03/2004
5. Military Orders Verified: Yes: No:
TOP OF PAGE
Click Archive


Issuer Information System
Version 1.2
Eligibility List
Main Menu
Help
Log Out
Issuer #
Archive
e-Library
Approved Eligibility List
Cancel
1421
Mortgage Backed Security Issuer
ING! You are about to Archive this approved eligibility and its 0 reimbursements as sh
hiving, the eligibility and all related reimbursements will be removed from both Appro
will be able to view them through the e-Library only.
rchived Eligibility
Number
Case Number
Loan Number
Duty Start Date
Duty End Date
Military Effort
Note Rate
567946
002494615062703
20011022
10/22/2001
10/22/2005
All Other Efforts
7.0000
Reimbursements Belong To This Eligibility
Collection Date
Scheduled Principal
Additional Principal
Remaining Principal Balance
Amount of Interest Due
Interest Collected per SSCRA
Total PI Payment Received
Eligible Amount
Status
Archive
Cancel
Click "Archive" to remove the loan from the approved eligibility list
Verification screen.

Approved SSCRA loans must not be retired if:

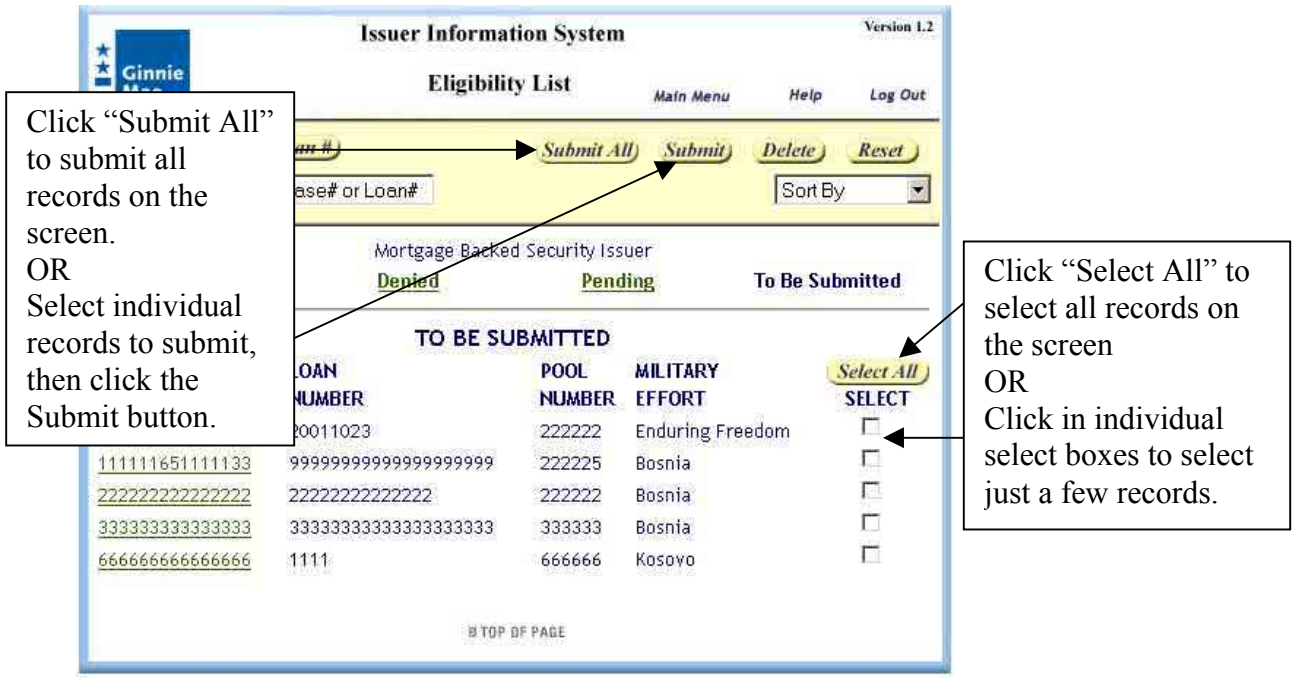
- Adjustments to military expected release dates have not been verified by Ginnie Mae Customer Support
- Any reimbursement requests are still outstanding

Approved SSCRA loans may be retired with a warning if:

- No reimbursement requests exist
- The expected release date has not occurred yet

Original Submissions

Do original submissions from the "To Be Submitted" Eligibility list. DO NOT submit eligibility records in small groups. Submit ALL of your eligibility records for the month in one group. This will speed processing of your records.

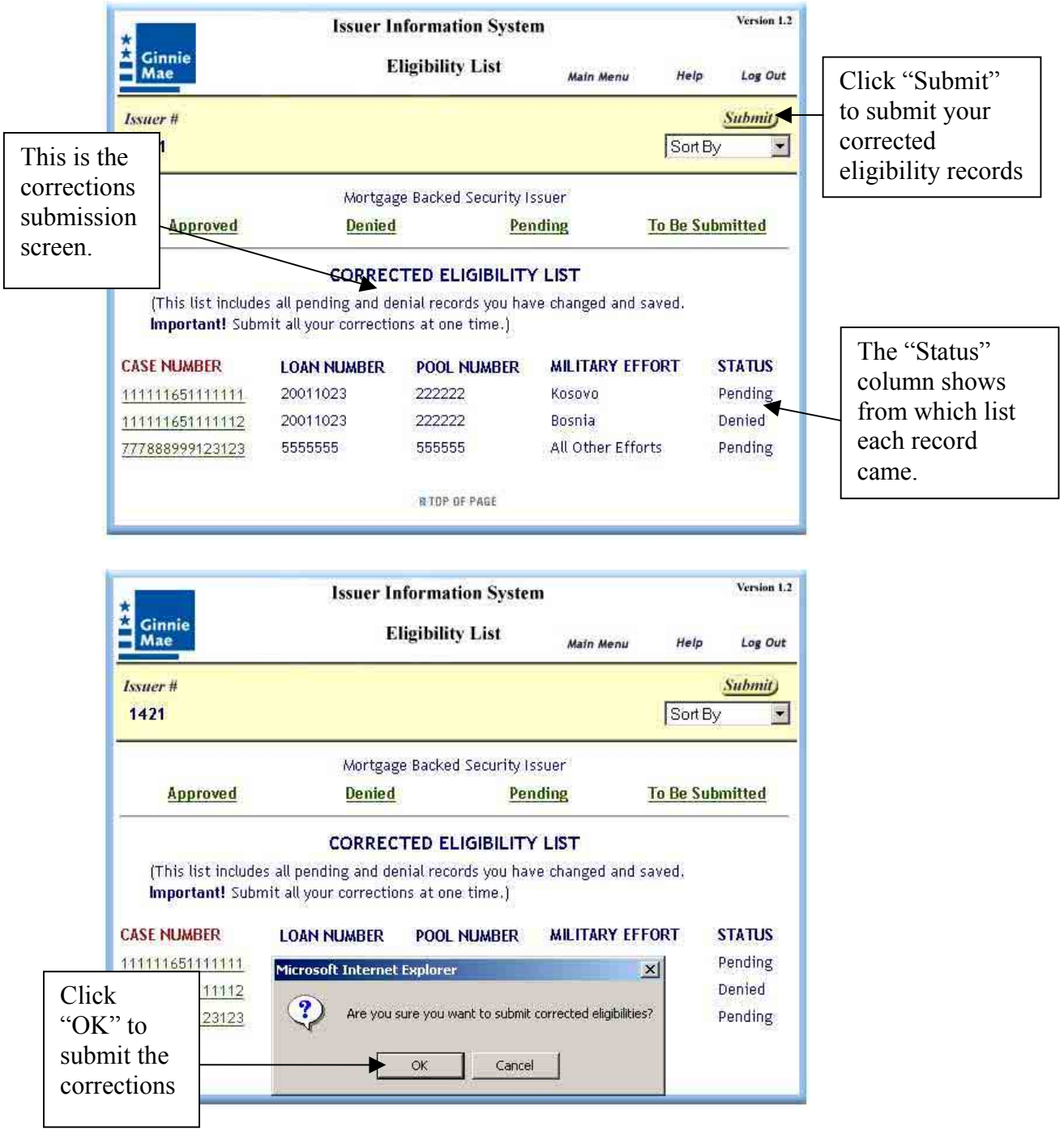


- **Submit All** method –
  - Click the "Submit All" link in the Navigation Area
  - Carefully follow the instructions that pop up

- **Select, then Submit** method
  - Select the records you want to submit, using the "Select All" button or by clicking individual boxes under the Select column. Then click the "Submit" button in the Navigation Area.
  - Carefully follow the instructions that pop up

Corrections

You may begin correction submissions from the "Denied" or "Pending" screen of the Eligibility List. When you click "Submit" from either screen, the following screen appears:



Print the Required Eligibility Forms

SSCRA submissions require that the issuer print, sign, and submit an eligibility report, with a copy of the military orders, to Ginnie Mae Processing. *Always print the eligibility report when you submit an eligibility file.*

The print process begins automatically when you submit an eligibility file. Web IIS knows whether the submission is an original or a correction, and will label the report accordingly.

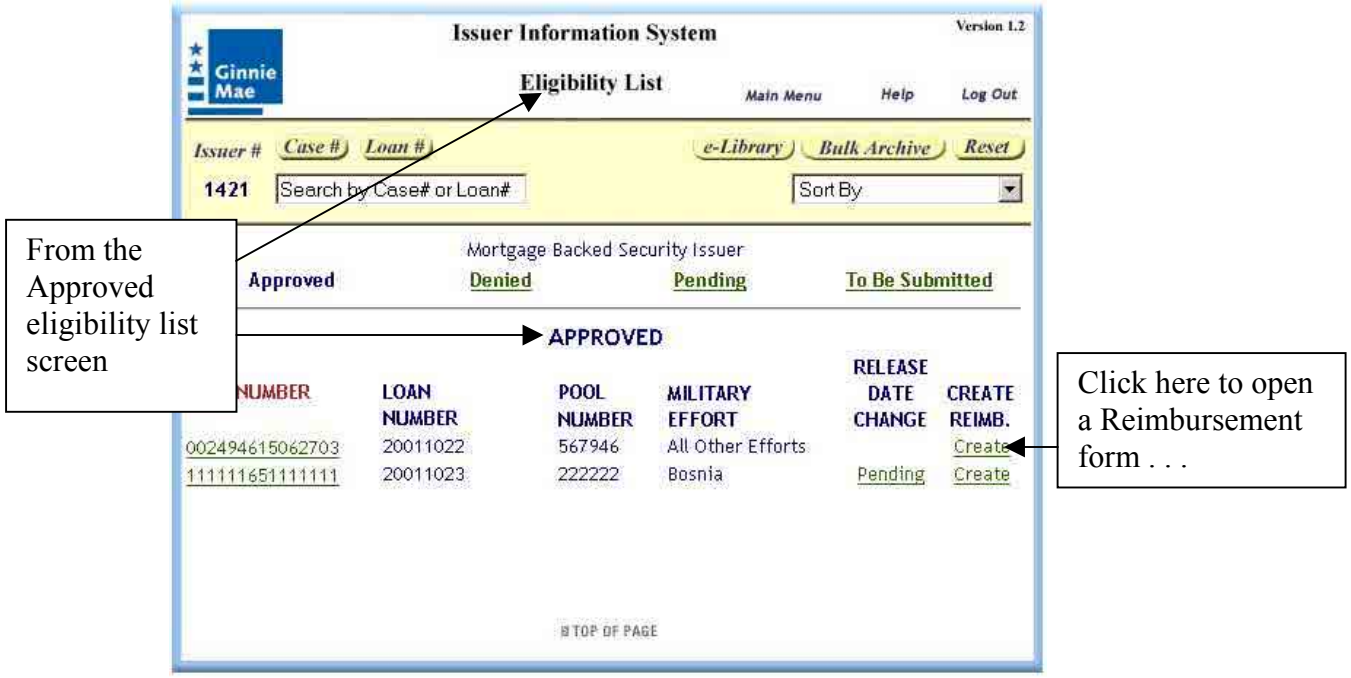
Sign the printed report and mail it, with all required paperwork (e.g., copy of military orders), to

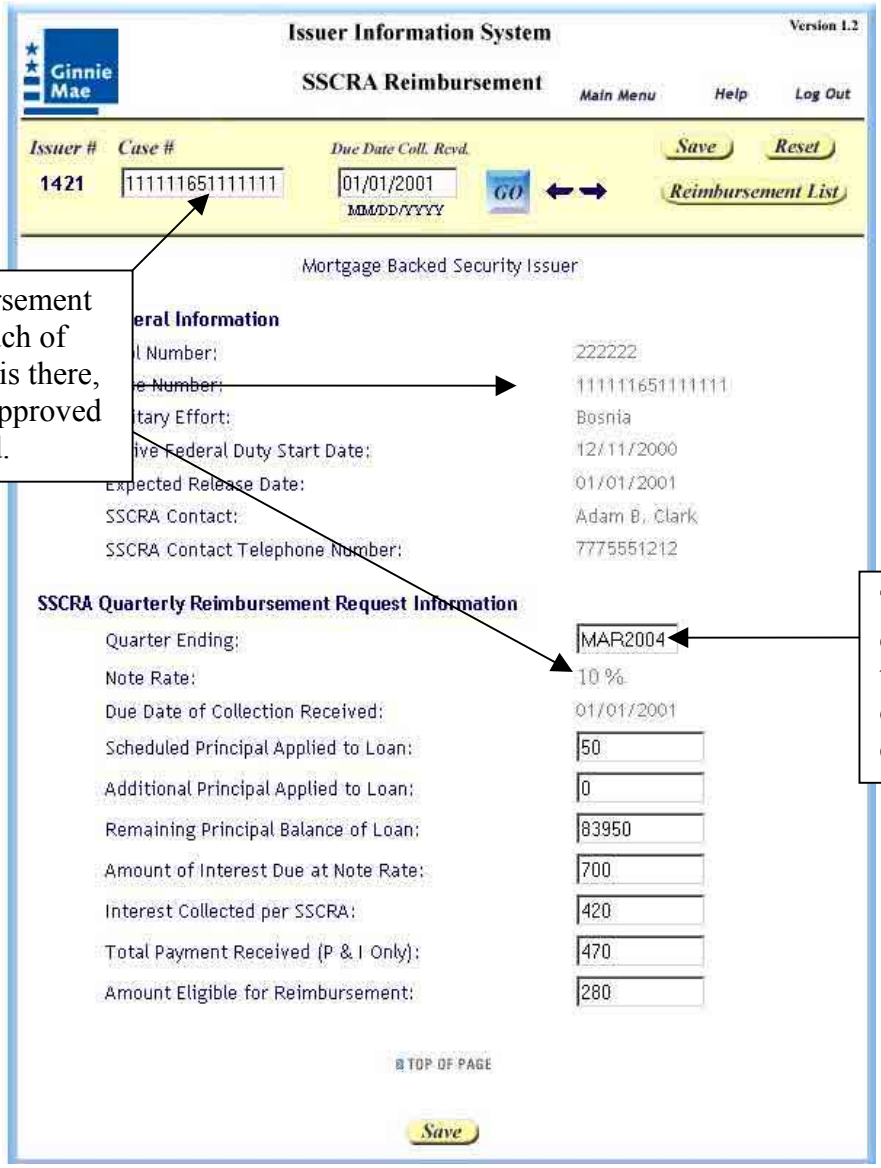
Ginnie Mae – SSCRA
C/O Lockheed Martin Information Technology
One Curie Court
Rockville, MD 20850-4310

SSCRA Reimbursement Requests

Create a Reimbursement Request

Reimbursement request records can be created only for approved eligibility records. Web IIS allows you to open a Reimbursement form from the Approved eligibility list screen. See below.





and the Reimbursement form opens. Much of the data already is there, taken from the approved eligibility record.

The Quarter Ending date appears after you type in the Due Date of Coll. Received & click "GO"

Reimbursement forms also can be opened by:

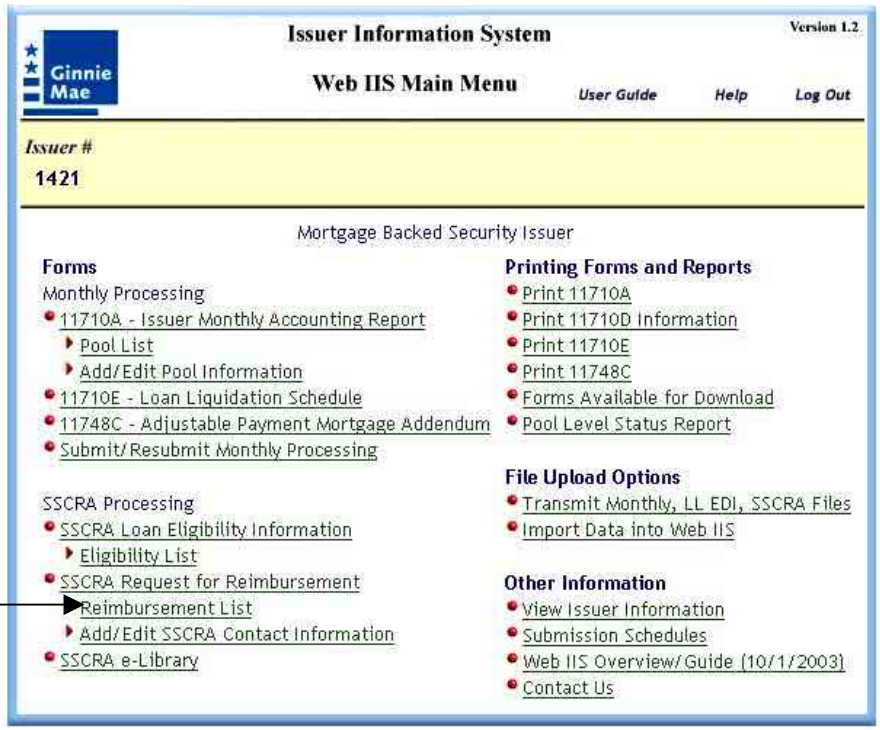
- Clicking on the "SSCRA Request For Reimbursement" link on the Web IIS Main Menu
- Clicking on a Case Number in one of the Reimbursement List screens (see "Edit or Delete a Reimbursement Request" for details)

Edit or Delete a Reimbursement Request

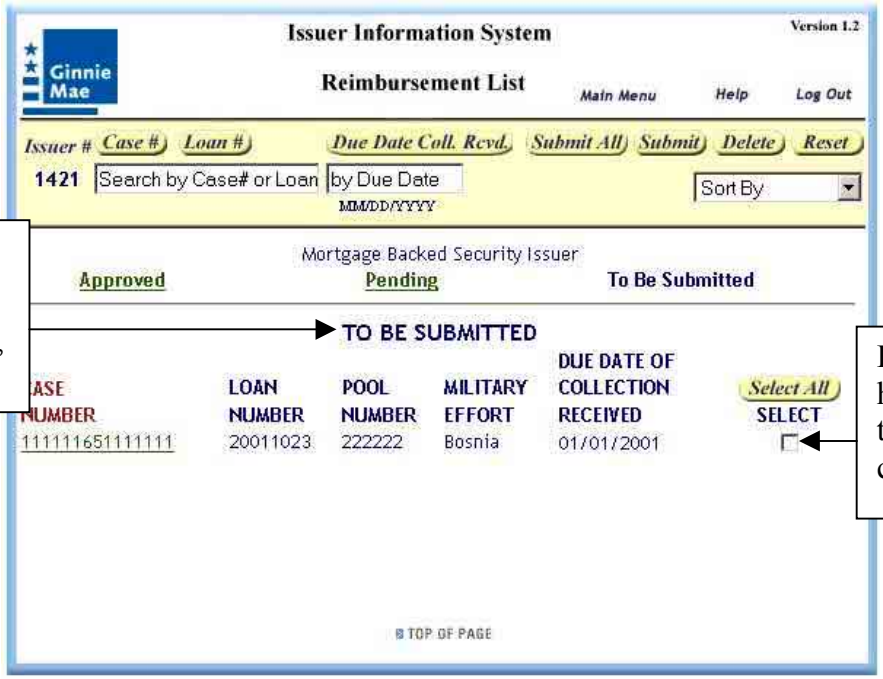
The quickest way to get to a reimbursement record, that you wish to edit or delete, is to use the Reimbursement List link from the Web IIS Main Menu. There are three Reimbursement lists:

- **To Be Submitted** – Reimbursement records you have created but not submitted
- **Pending** – Reimbursements records that have been submitted
- **Approved** – Reimbursement records that have been approved

There is not a "Denied" list. Reimbursements that are denied remain in the "Pending" list. These records can be edited and resubmitted at the appropriate time, if necessary.



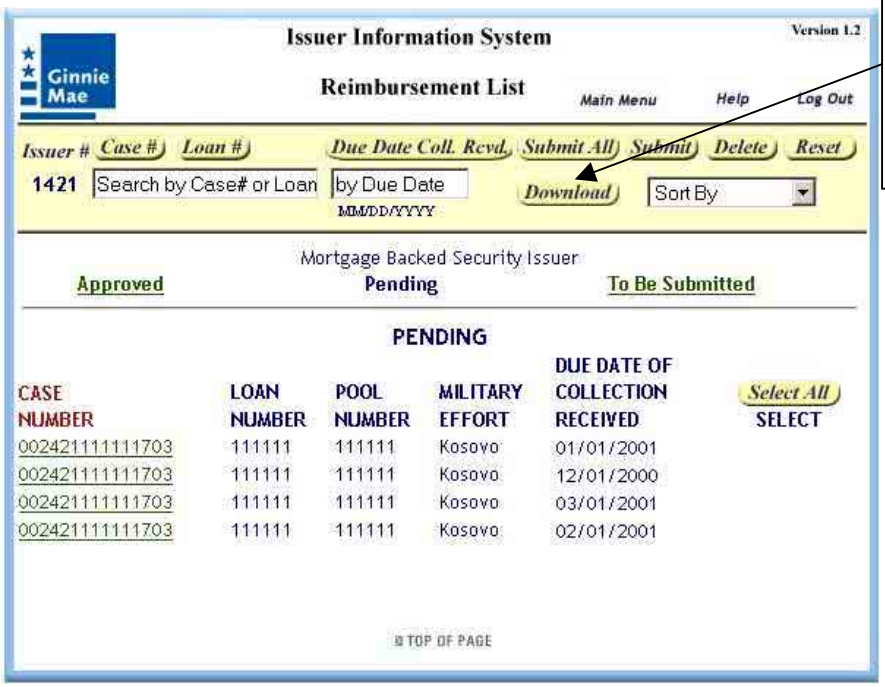
To Be Submitted (Reimbursement)



The 1st list displayed is "To Be Submitted"

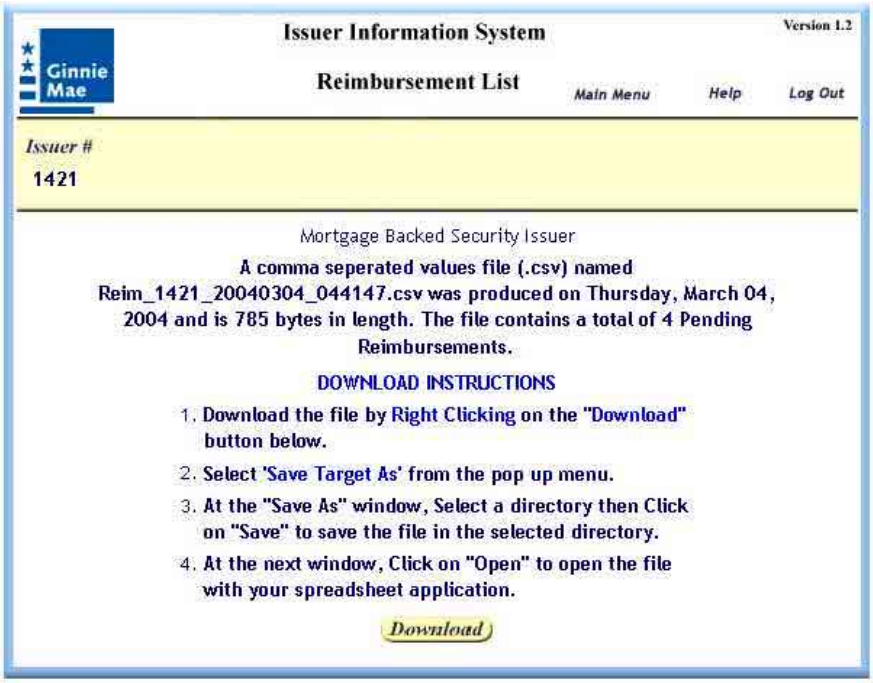
Edited records have a checkbox in the "Select" column

Pending (Reimbursement)



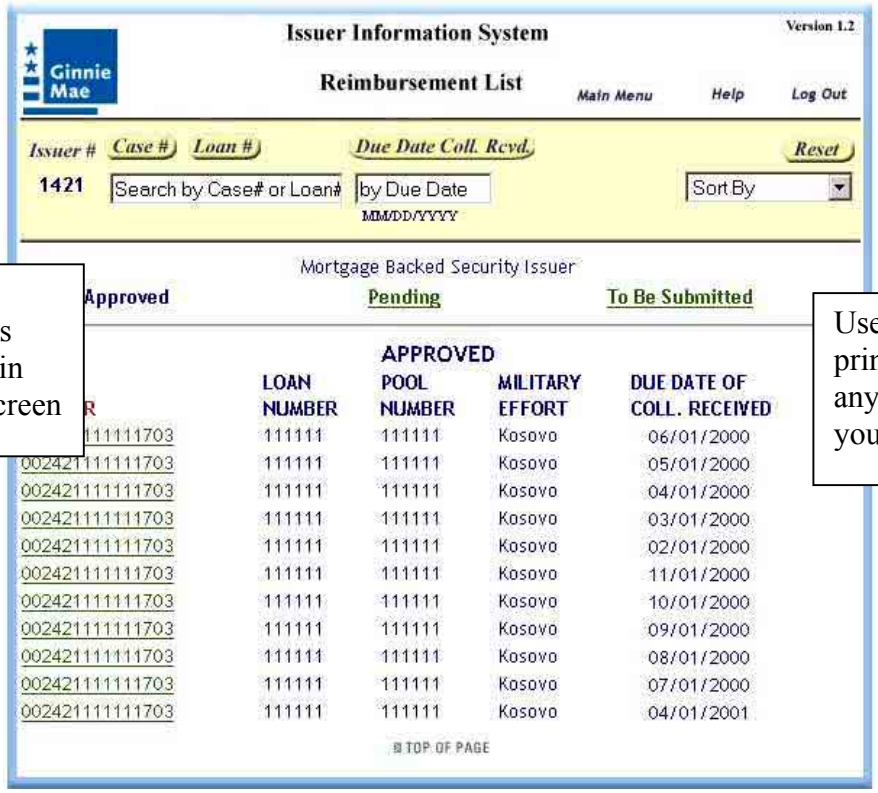
Click "Download" to download a .csv file, which can be opened with a spreadsheet or database program.

Download – Click the "Download" button. The following screen appears:



The .csv file contains the entire Pending list. **Note –** Depending on the spreadsheet or database application into which you are downloading the .csv file, you may not see any leading zeroes in the case number. In addition, you may need to reformat certain columns as "number" with 0 decimal places.

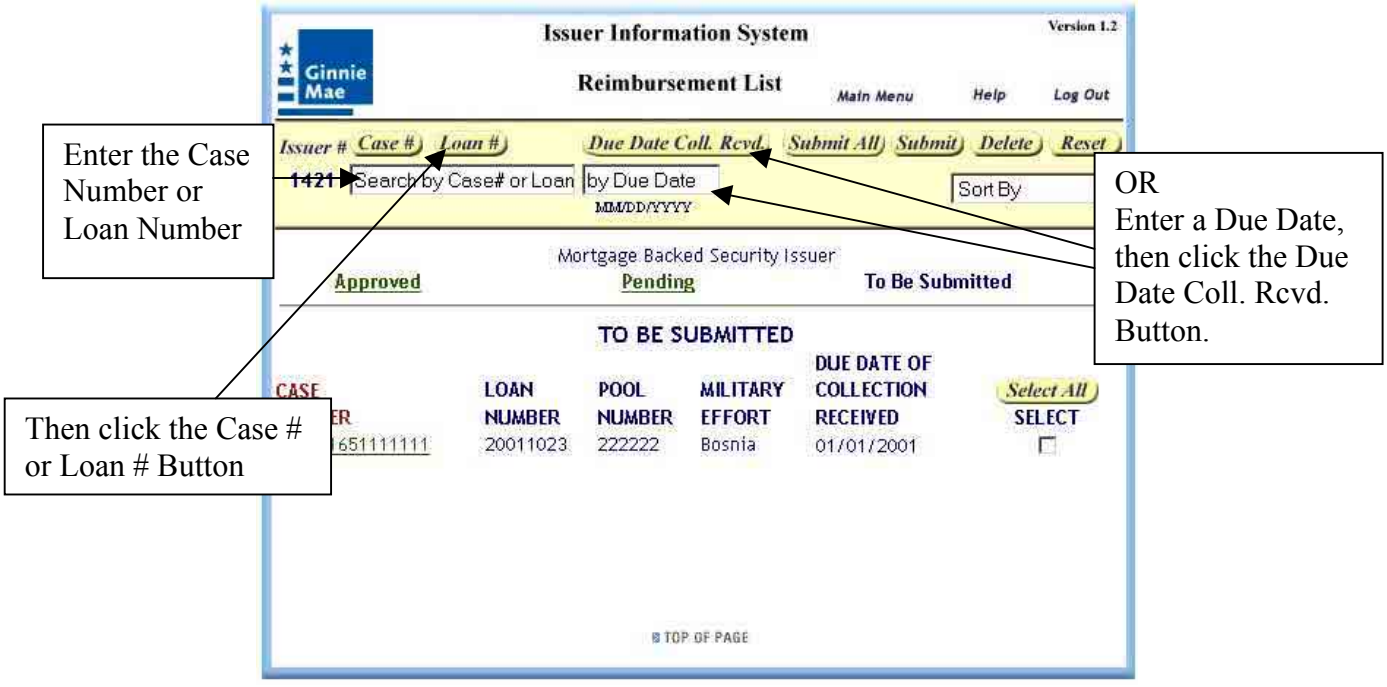
Approved (Reimbursement)



Approved Reimbursements may be viewed in the Approved screen

Use your browser's print function to print any of the screens for your records

Search – To search by case number, loan number or due date collection received, do the following:



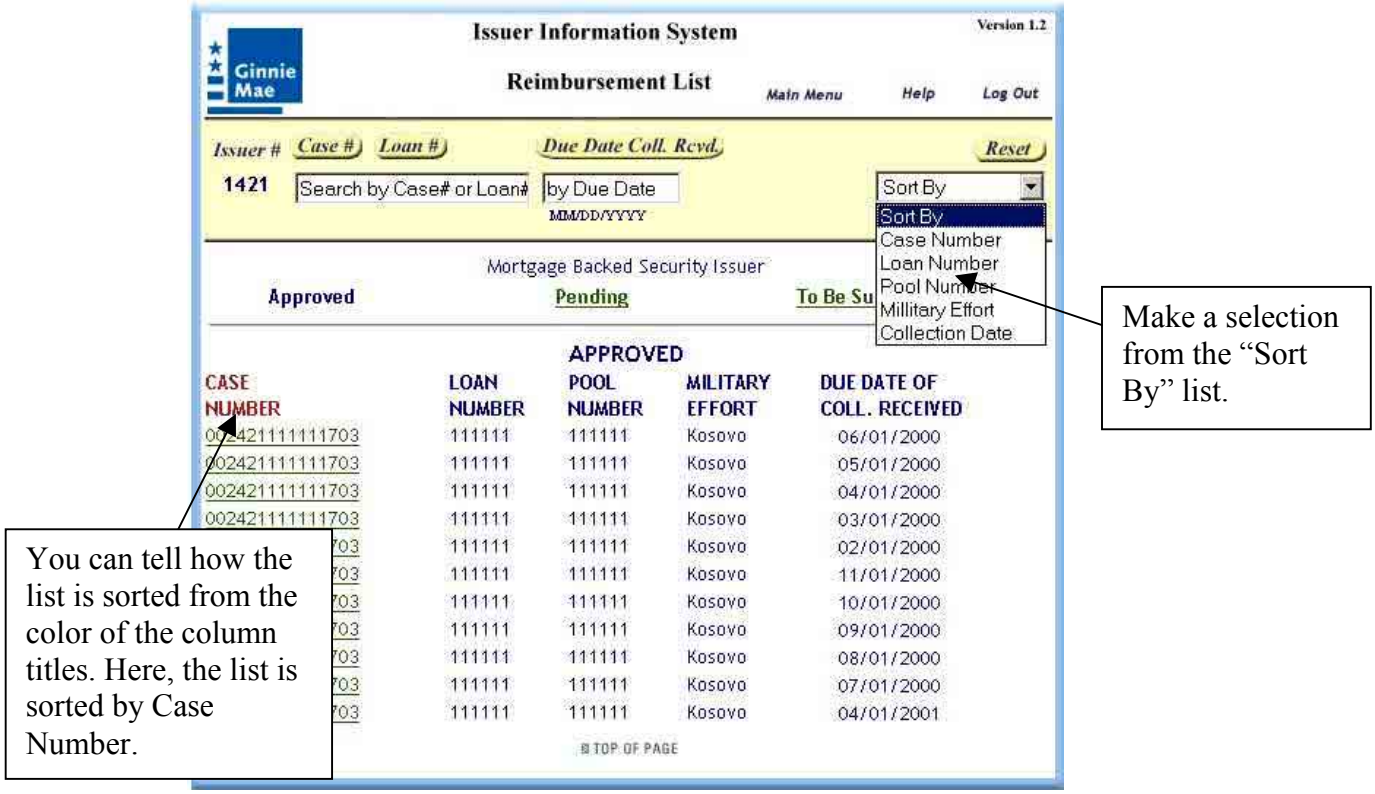
Enter the Case Number or Loan Number

OR
Enter a Due Date, then click the Due Date Coll. Rcvd. Button.

Then click the Case # or Loan # Button

The list will begin with the closest case number or loan number to the one you specified.

Sort – The Reimbursement List can be sorted on any of columns being displayed. Click the arrow next to the "Sort By" box.



Submit Reimbursement Requests

Submit **all** of your reimbursements at one time. Do not submit them in groups. Submitting reimbursement records in multiple groups will only slow the processing of your data.

Reimbursements may only be **submitted** during the months of February, May, August and November. You may **create** reimbursement records at any time.

Original Reimbursement Submission

Original submissions (i.e., submitting reimbursements you have not submitted during a given reporting quarter) are done from the "To Be Submitted" screen. Each record you want to submit must be checked off in the "Select" column. Use the "Select All" button to check all the records on the list. After selecting the records, click on the "Submit" button. Alternatively, you may click "Submit All" to submit all reimbursements in the list without selecting them first. This is the preferred method for large submissions. Web IIS first will generate the Reimbursement Report (a PDF file, which you must save and print), then will submit your file to Ginnie Mae SSCRA Processing. Web IIS knows that this is an original submission.

Correction Reimbursement Submission

Correction submissions (i.e., submitting reimbursements you have previously submitted during a given reporting quarter) are done from the "Pending" screen. Only records that you have edited are available for correction submissions. Edited records will have a check box in the "Select" column. Each record you want to submit must be checked off in the "Select" column. Use the "Select All" button to check all the records on the list that have check boxes. After selecting the records, click on the "Submit" button. Alternatively, you may click "Submit All" to submit all reimbursements in the list without selecting them first. This is the preferred method for large submissions. Web IIS first will generate the Reimbursement Report (a PDF file, which you must save and print), then will submit your file to Ginnie Mae SSCRA Processing. Web IIS knows that this is a correction submission.

Print the Required Forms

SSCRA submissions require that the issuer print, sign, and submit a reimbursement report to Ginnie Mae Processing. *Always print the reimbursement report when you submit a reimbursement file.*

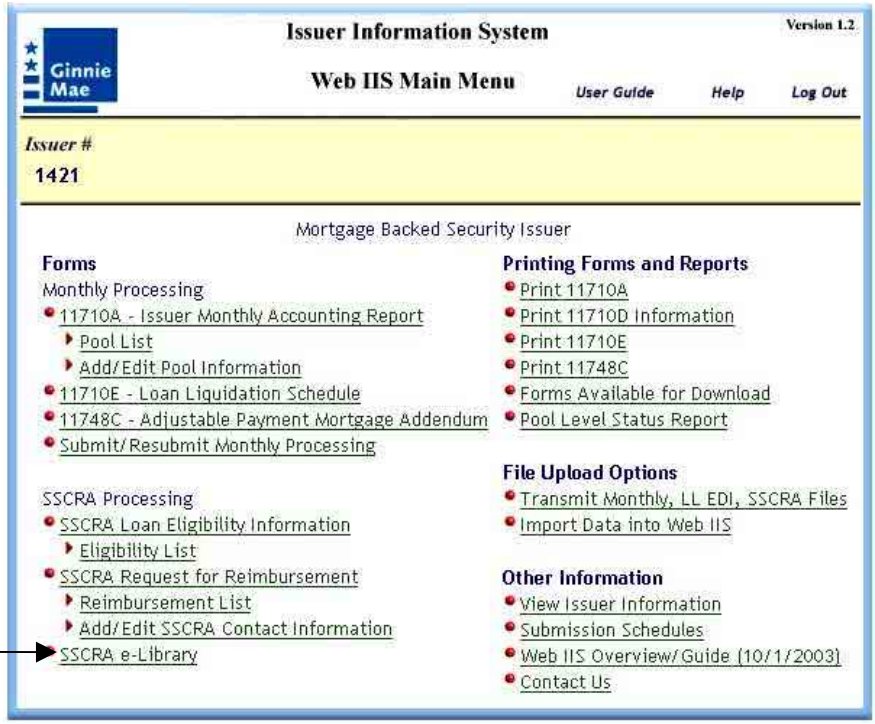
The print process begins automatically when you submit a reimbursement file. Web IIS knows whether the submission is an original or a correction, and will label the report accordingly.

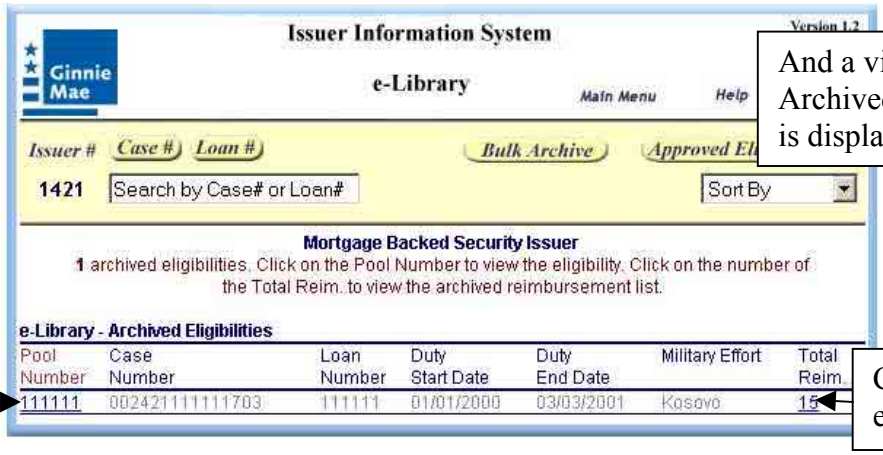
Sign the printed report and mail it, with all required paperwork, to

Ginnie Mae – SSCRA
C/O Lockheed Martin Information Technologies
One Curie Court
Rockville, MD 20850-4310

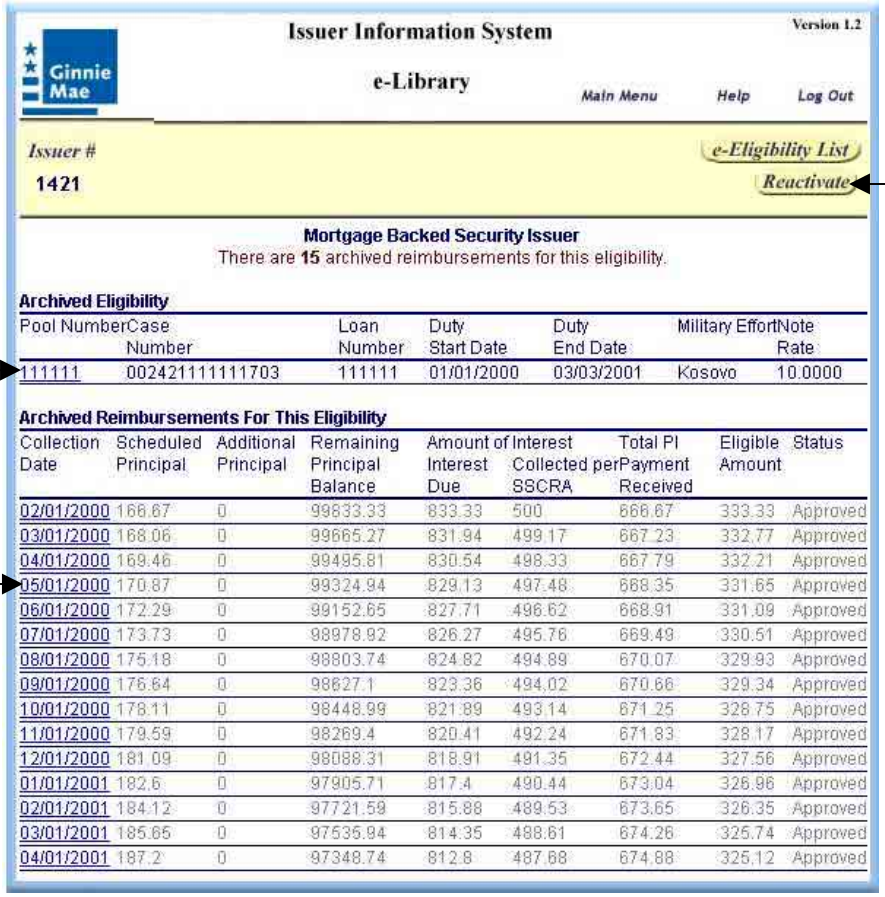
SSCRA e-Library

Loans should be archived from the Approved SSCRA Eligibility List when all the possible reimbursements have been paid. "Archive" means to mark the records so that they no longer appear on the Approved lists. This will make it easier to locate records that still need to be reimbursed. Archived loans can be viewed and or retrieved via the SSCRA e-Library.





Records can be searched for and retrieved by either Case Number or Loan Number. You may also sort the list by any column in the list. By default, e-Library only displays eligibility information. This view is called e-Eligibility. Click the "Bulk Archive" button to automatically archive all the completed eligibility records that have not yet been archived. Click the "Approved Eligibility List" button to return to the Approved SSCRA Eligibility List. Press <Tab> or use the cursor to move from pool number to pool number. Click a specific Pool Number to display the approved SSCRA Loan Eligibility Information. Click on the Total Reimbursements for a specific loan to view all the corresponding reimbursement requests. This e-Library view is called "e-Reimbursement."

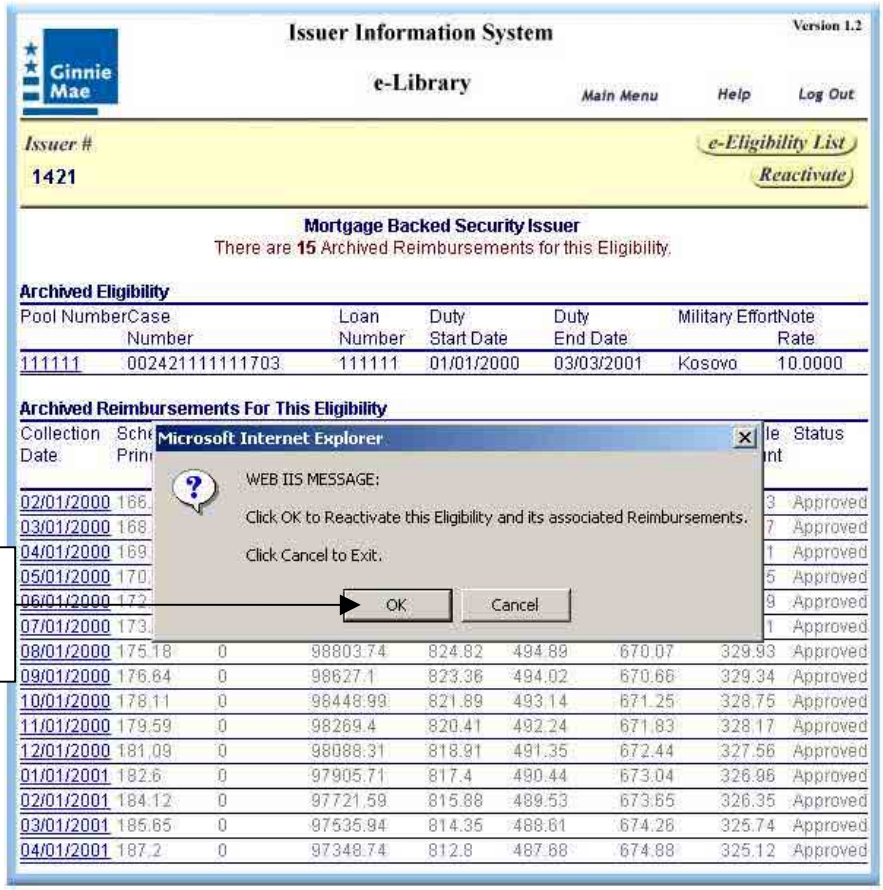


Click Reactivate to restore the loan to the Approved Eligibility List

Click Pool to view the loan

Click Collection Date to view the Reimbursement Request

Issuers are allowed to view the detailed history of the loan during the borrower's military service. Click the "e-Eligibility List" button to return to the e-Eligibility list. Click the "Reactivate" button to move the displayed eligibility and corresponding reimbursement records back to the approved list for further processing. Press <Tab> or use the cursor to move from collection date to collection date. Click the pool number to display the SSCRA Loan Eligibility screen or click a collection date to display an SSCRA Request for Reimbursement screen.



Click "OK" to reactivate the loan

Confirmation screen: The loan has been reactivated.

File Uploads

What's a File Upload?

There are two types of File Upload functions in Web IIS. One allows issuers to submit their monthly, Loan Level EDI, or SSCRA data files through the Ginnie Mae web site (similar to transmitting via the Bulletin Board System). The other allows issuers to import monthly and SSCRA data into the Web IIS system.

Transmit Pool Reporting, LL EDI and SSCRA Files

This function allows issuers to submit pool reporting,, LL EDI, or SSCRA files that were prepared with software **other than** Web IIS (or Web EDI for LL EDI files). Files uploaded via this function are **automatically submitted** to Ginnie Mae Processing.

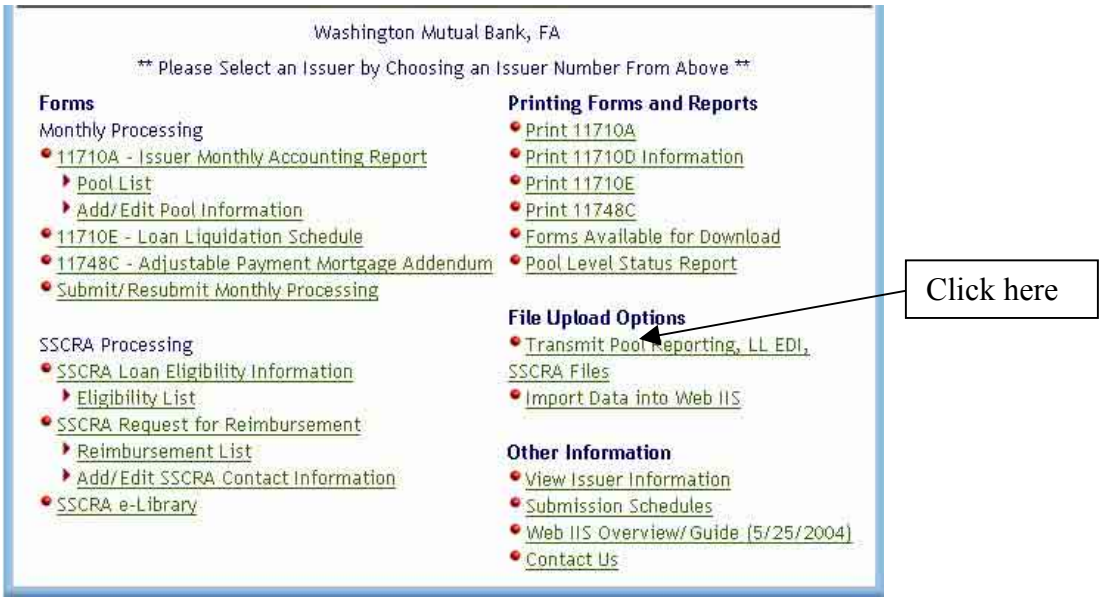
Appendix B contains the guidelines and record layouts for transmitted files.

If you create, edit, and submit your monthly or SSCRA data by using the Web IIS forms, you **do not** need to use the Transmit function. If you use Web EDI to create, edit, and submit your loan level EDI data, you **do not** need to use the Transmit function.

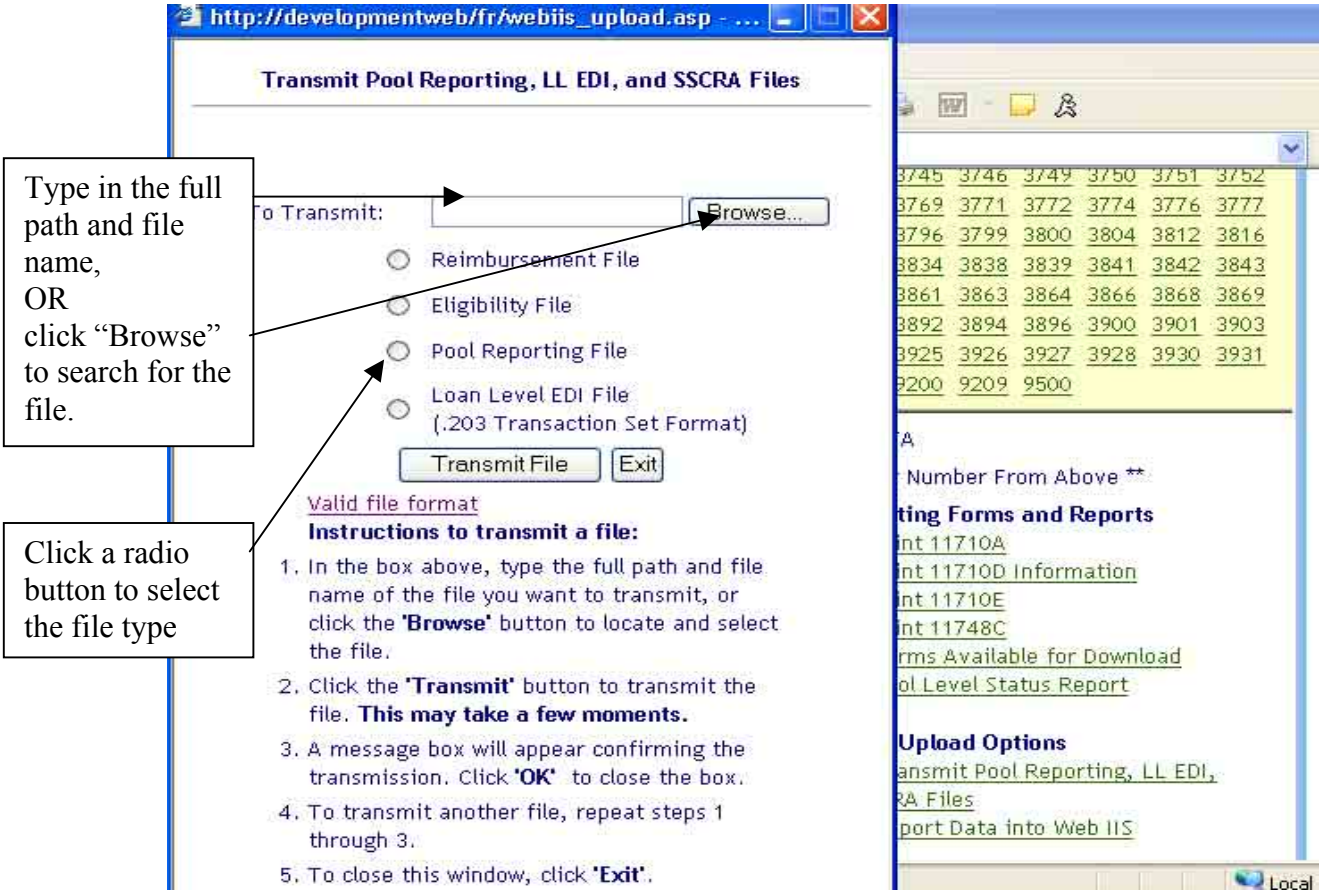
The Transmit function does NOT allow issuers to load data into the Web IIS application databases.

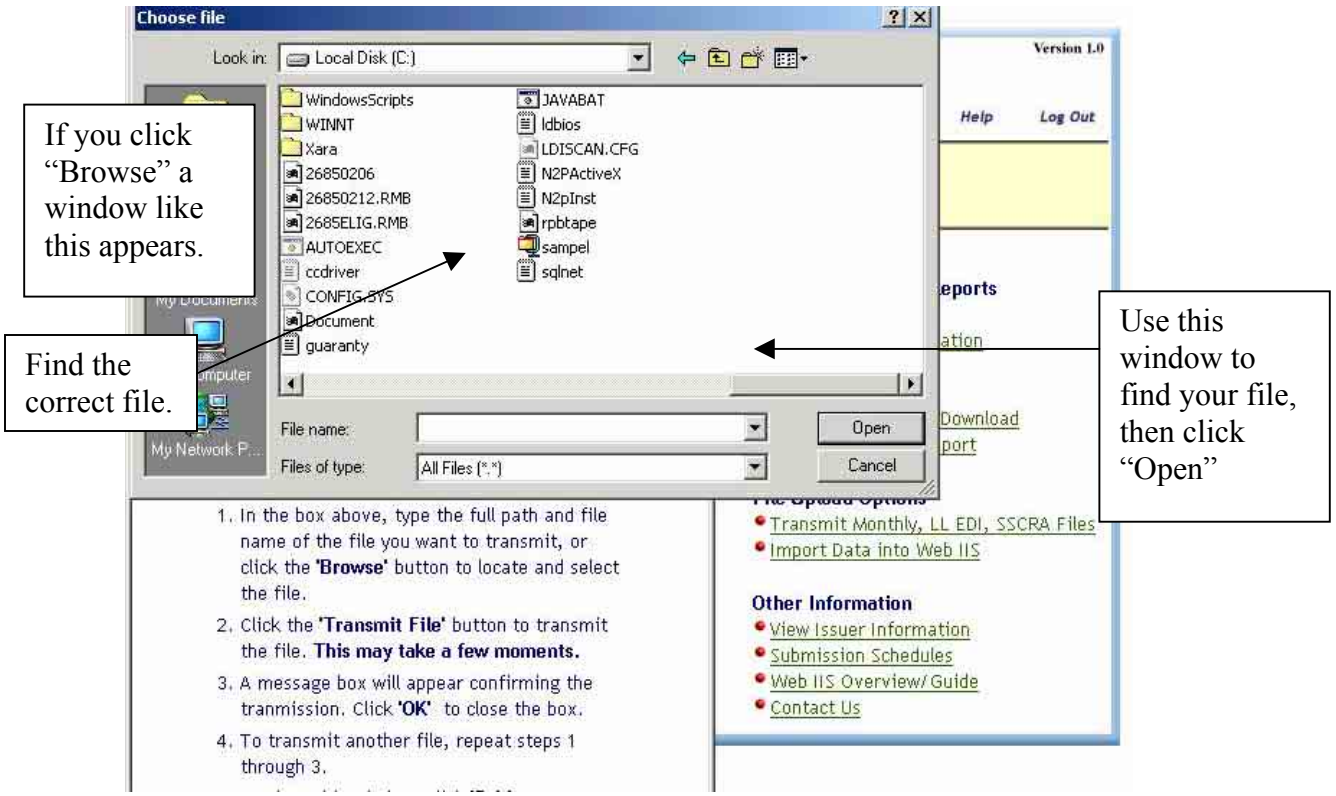
How to Transmit a Monthly, LL EDI, or SSCRA File

To submit a file to Ginnie Mae Processing via the Transmit Monthly function, click on "Transmit Pool Reporting, LL EDI, SSCRA Files" from the Web IIS Main Menu.



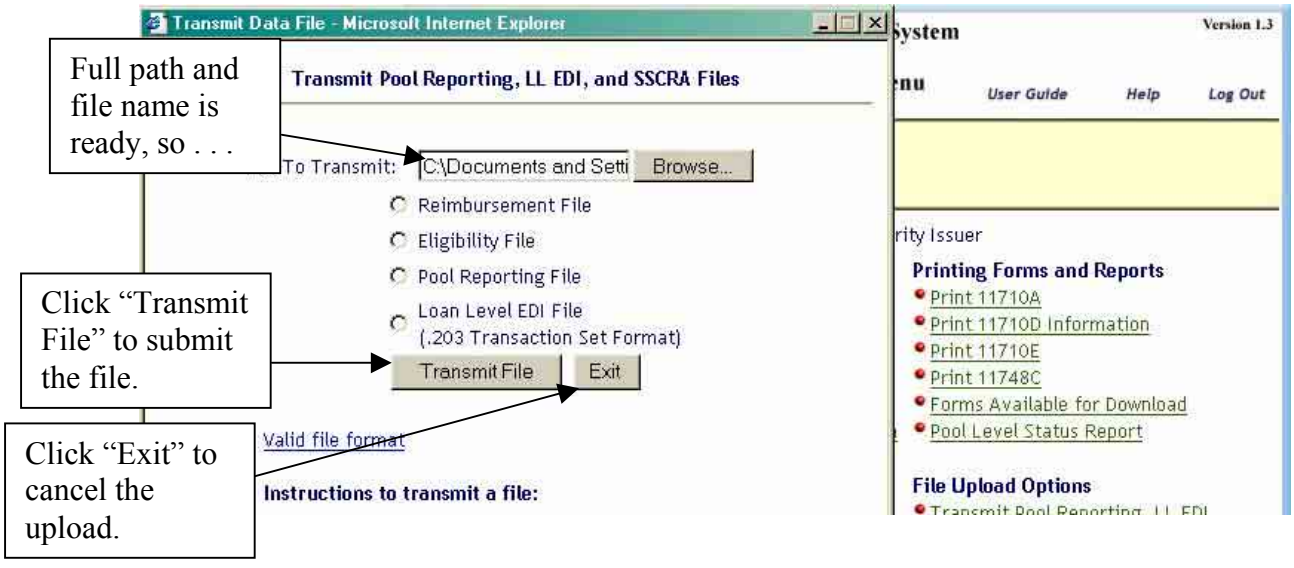
As shown below, a prompt appears that allows you either to type in the information needed, or to browse your PC or network computer for the file you want to submit. Only one file may be uploaded at a time. File names must conform to the naming conventions described in the prompt. These are the same naming conventions that were used with the old IIS application (for monthly and SSCRA files). For loan level EDI files, the file must be in 203 transaction set format and follow the EDI naming convention of 9999MMDD.203, where 9999 is the issuer number, MM is the month of the submission, DD is the day of the submission, and .203 is the file name extension. For example, issuer 1234 submits a file on January 5, so the file name is 12340105.203.





After you have the correct path and file information in the submit window (see below), either by typing it in yourself or by using the Browse feature, click the "Transmit File" button.

You can cancel the upload by clicking "Exit." Please note that once you have clicked "Transmit File" you cannot cancel the upload.

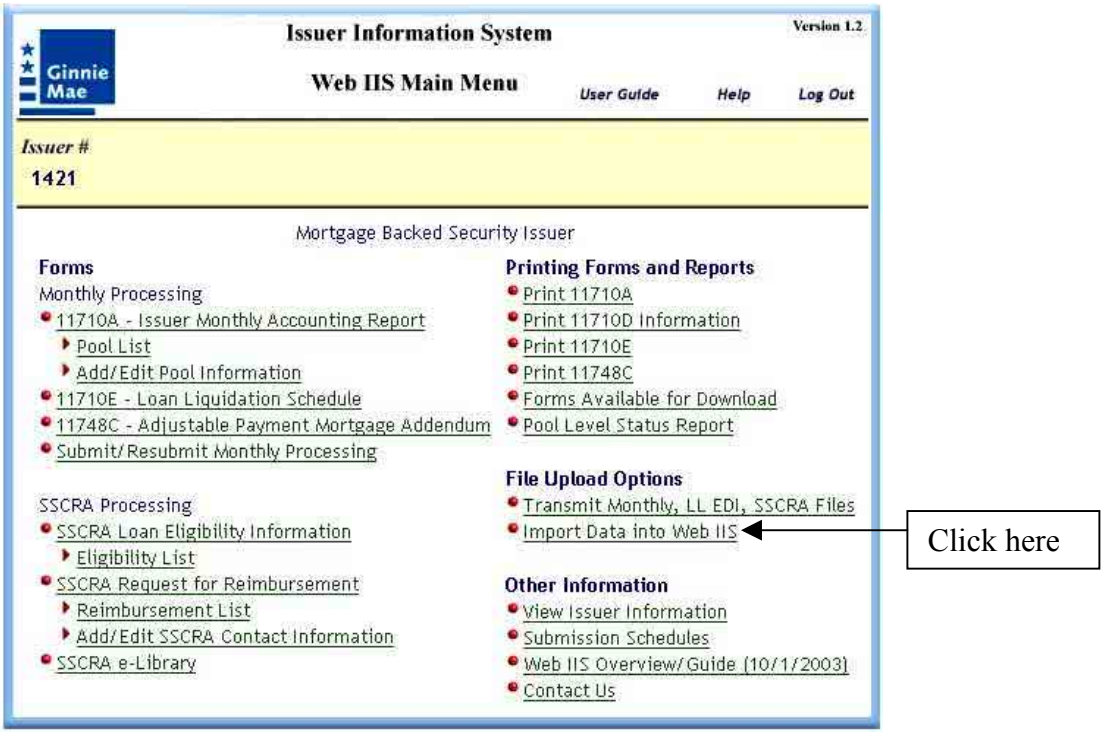


Import Data Into Web IIS

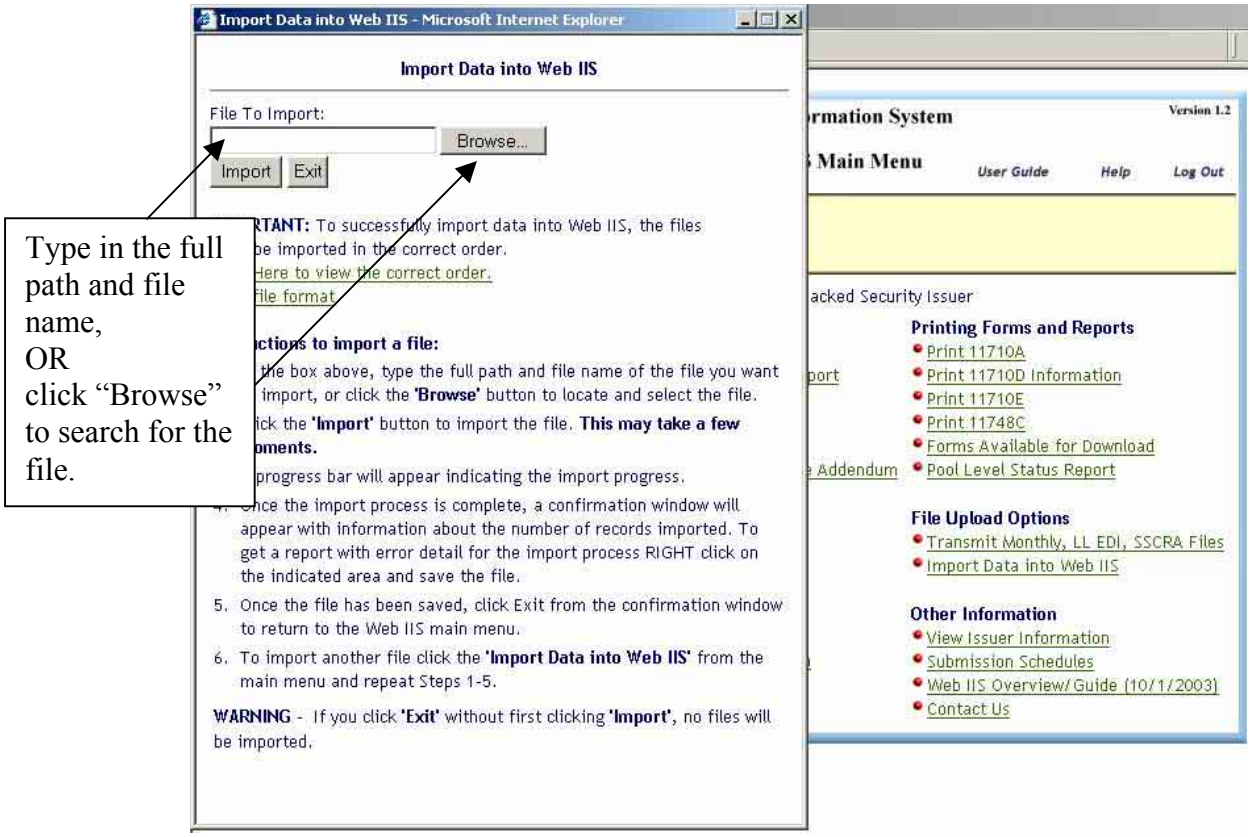
This function allows issuers to import monthly data into the Web IIS database. After successful import, you may process your data in Web IIS. See Appendix A – Import File Formats, for details about the proper file names and record layouts for file import.

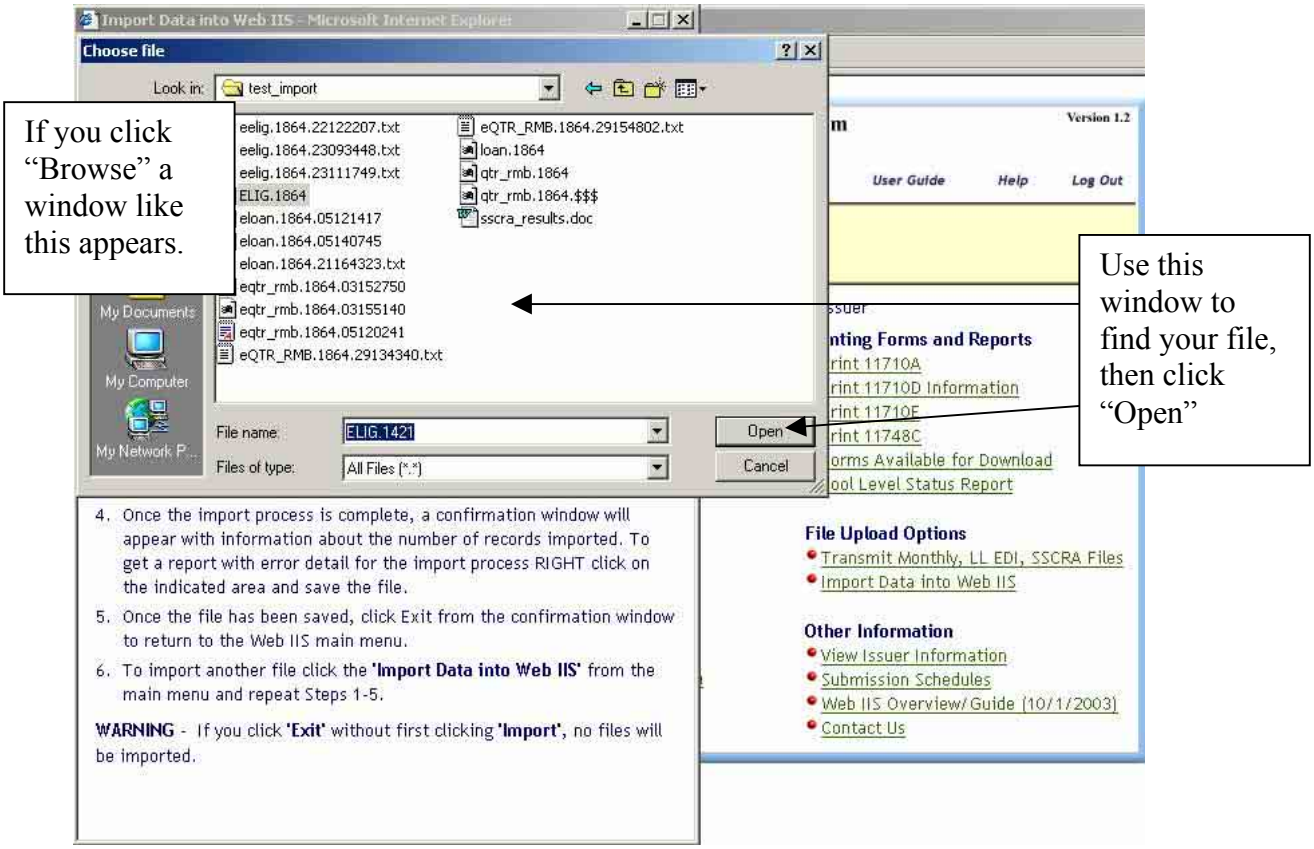
How to Import Data Into Web IIS

To import data into the Web IIS database, via the Import function, click on "Import Data Into Web IIS" from the Web IIS Main Menu.

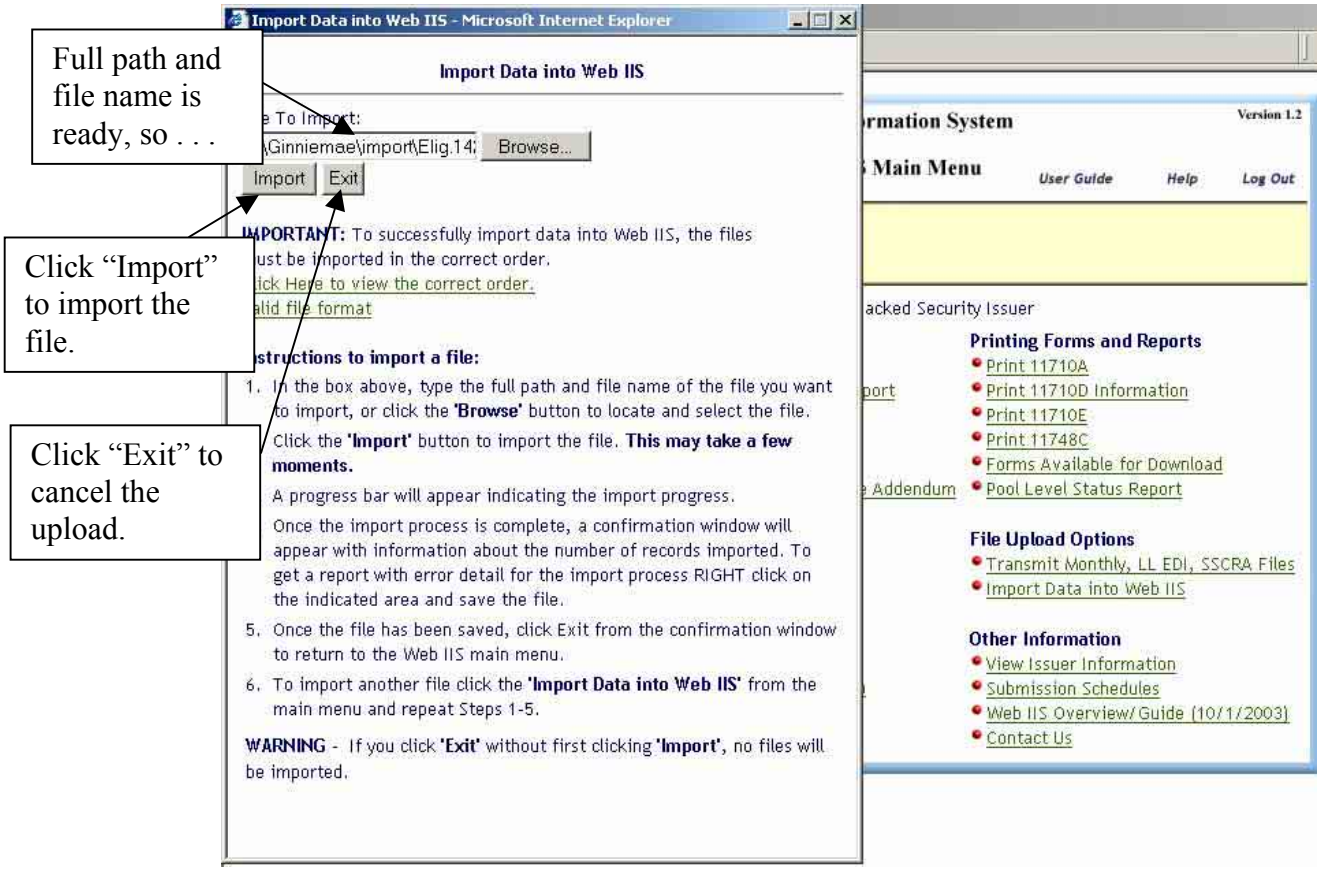


As shown on the next page, a prompt appears that allows you either to type in the information needed, or to browse your PC or network computer for the file you want to upload. Only one file may be uploaded at a time. File names must conform to the naming conventions described in the prompt.


Import Data into Web IIS - Microsoft Internet Explorer
Import Data into Web IIS
File To Import:
Browse...
Import
Exit
Type in the full path and file name,
OR
click "Browse" to search for the file.
Version 1.2
Main Menu
User Guide
Help
Log Out
Printing Forms and Reports
Print 11710A
Print 11710D Information
Print 11710E
Print 11748C
Forms Available for Download
Pool Level Status Report
File Upload Options
Transmit Monthly, LL EDI, SSCRA Files
Import Data into Web IIS
Other Information
View Issuer Information
Submission Schedules
Web IIS Overview/Guide (10/1/2003)
Contact Us
5. Once the file has been saved, click Exit from the confirmation window to return to the Web IIS main menu.
6. To import another file click the 'Import Data into Web IIS' from the main menu and repeat Steps 1-5.
WARNING - If you click 'Exit' without first clicking 'Import', no files will be imported.


Choose file
Look in: test_import
eelig.1864.22122207.txt
eelig.1864.23093448.txt
eelig.1864.23111749.txt
ELIG.1864
eloan.1864.05121417
eloan.1864.05140745
eloan.1864.21164323.txt
eqtr_rmb.1864.03152750
eqtr_rmb.1864.03155140
eqtr_rmb.1864.05120241
eQTR_RMB.1864.29134340.txt
eQTR_RMB.1864.29154802.txt
loan.1864
qtr_rmb.1864
qtr_rmb.1864.$$$
sscra_results.doc
My Documents
My Computer
My Network P...
File name: ELIG.1421
Files of type: All Files (*.*)
Open
Cancel
If you click "Browse" a window like this appears.
Use this window to find your file, then click "Open"
4. Once the import process is complete, a confirmation window will appear with information about the number of records imported. To get a report with error detail for the import process RIGHT click on the indicated area and save the file.
5. Once the file has been saved, click Exit from the confirmation window to return to the Web IIS main menu.
6. To import another file click the 'Import Data into Web IIS' from the main menu and repeat Steps 1-5.
WARNING - If you click 'Exit' without first clicking 'Import', no files will be imported.

After you have the correct path and file information in the submit window (see below), either by typing it in yourself or by using the Browse feature, click the "Import" button.



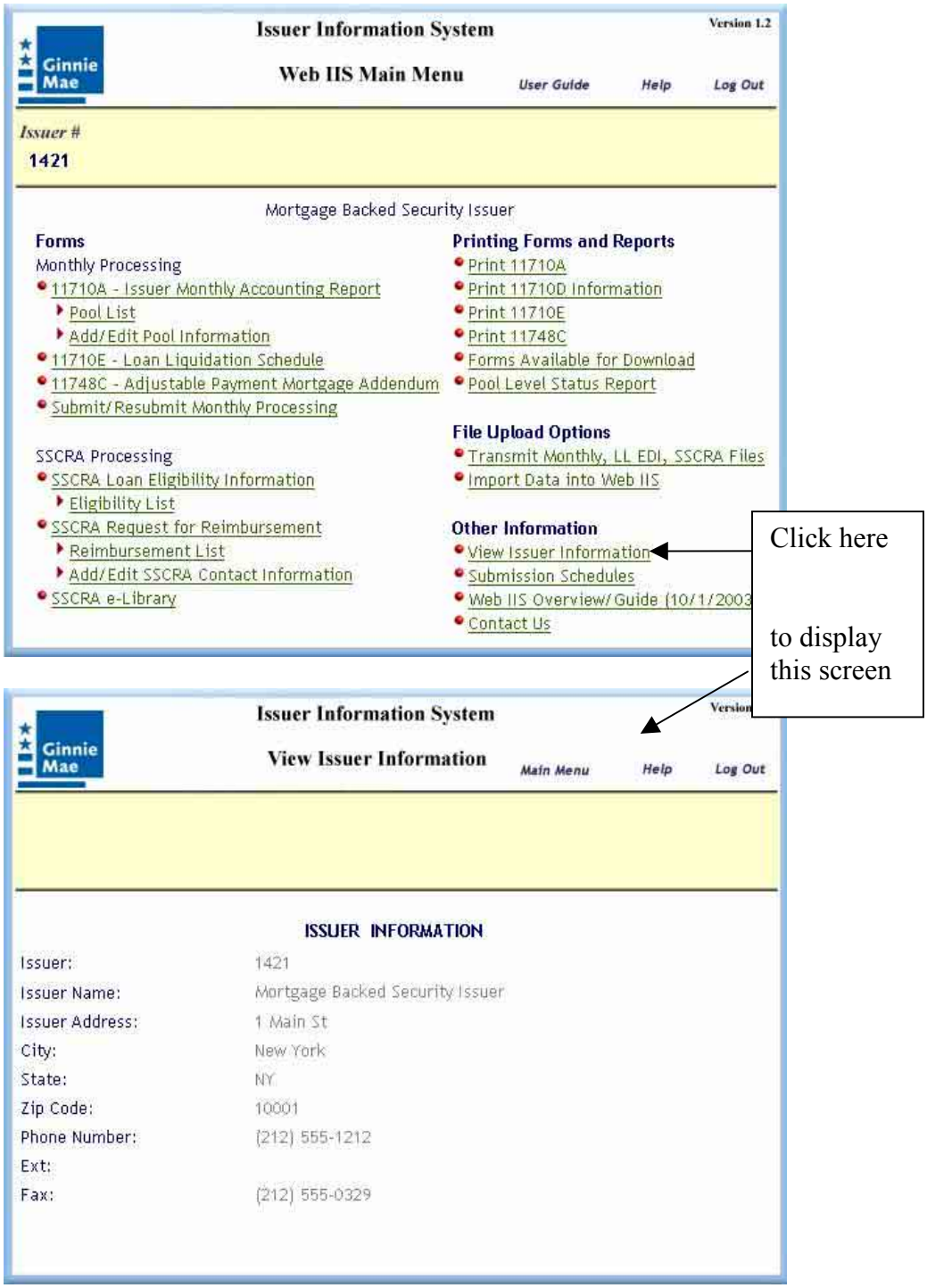
You can cancel the upload by clicking "Exit." Please note that once you have clicked "Import" you cannot cancel the upload.

Other Information

This section of Web IIS contains administrative information and functions.

View Issuer Information

Clicking on this link will open a screen that allows you to review your issuer information.



Submission Schedules

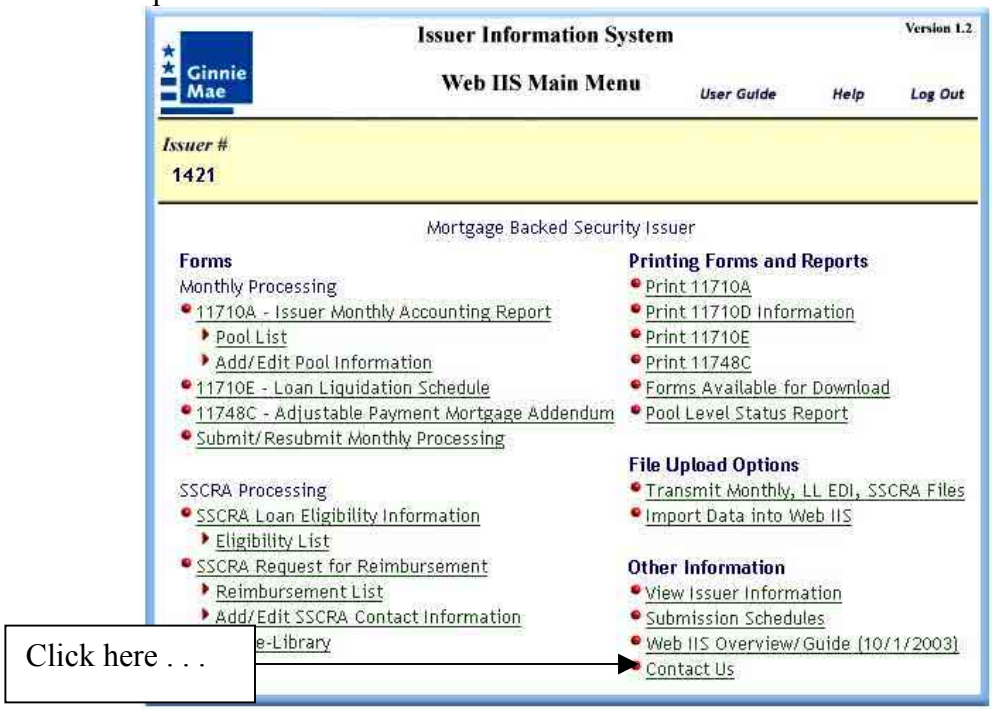
Clicking on this link opens an information page with schedule information for monthly and SSCRA processing.

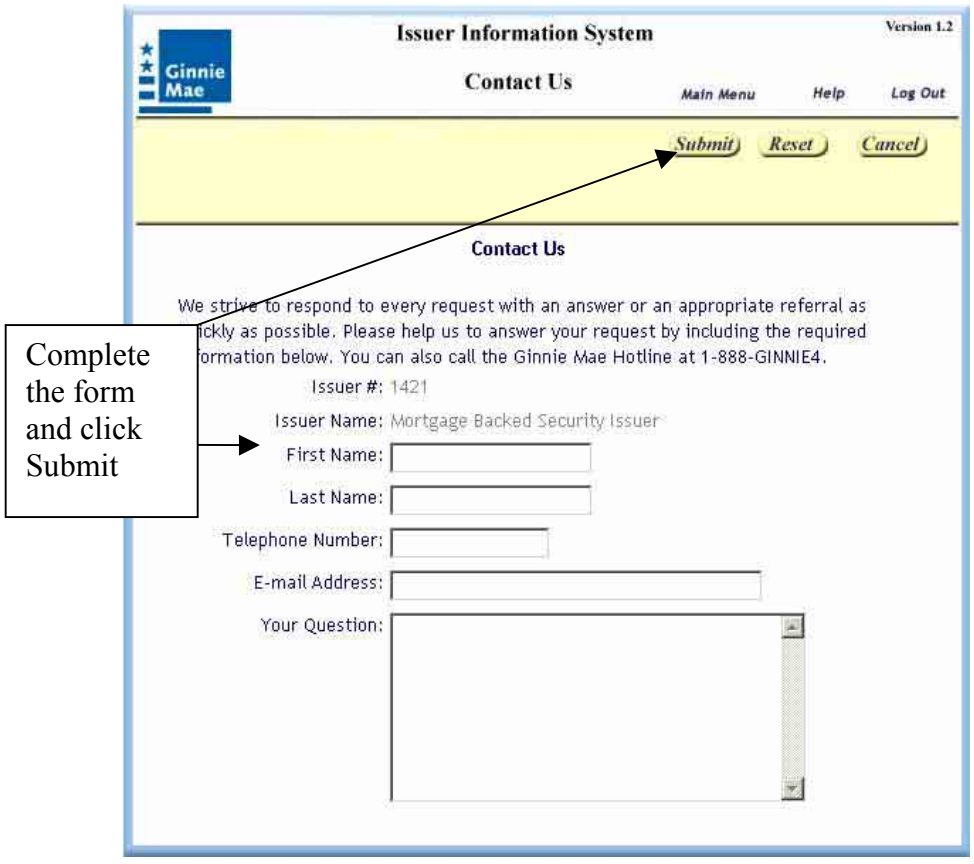
Web IIS Overview/Guide

Clicking on this link opens the Web IIS Overview (this document) in PDF format.

Contact Us

Clicking on this link opens a form that allows you to send comments or questions to the Web IIS Help Desk.





Appendix A – Import File Formats

Web IIS accepts seven (7) import file formats. The import files are used to populate the Web IIS database. After successful import, users may process the imported data as though it had been keyed in via Web IIS.

Import file formats are **fixed length** records. See the "Remarks" column of each import file layout for additional information. Unless otherwise noted in the "Remarks" column, fill character fields to the right with spaces and fill numeric fields to the left with leading spaces. Decimal points are part of the field lengths – include decimal points for dollar amounts, interest and other rates. Use a leading hyphen or dash "-" to indicate negative numbers.

Each import file has a specific naming convention. Each import file must conform to this naming convention. All import file naming conventions use .9999 in the name, e.g., POOL.9999. The 9999 represents the issuer number. **When naming your import files, substitute the appropriate issuer number for 999**9. For example, issuer 1234 would name the POOL import file POOL.1234.

The import files are grouped into two broad categories: Monthly Processing import files and SSCRA import files.

Monthly Processing Import Files:
The Monthly Processing Import files are the same format as under the old IIS, *except for LIQUID, which includes the 15-digit case number, expanded loan type codes, and the expanded liquidation reason codes.*

- **POOL.9999** – Corresponds to the data provided in the "Add/Edit Pool Information" screen.
- **POOL_MON.9999** – 11710A data.
- **ARM.9999** – 11748C data.
- **LIQUID.9999** – 11710E data.

SSCRA Import Files:

- **LOAN.9999** – Basic loan information for creating eligibility records. Use this file to provide data about loans that are not yet in the Web IIS database, and for which you wish to create or import eligibility records.
- **ELIG.9999** – Eligibility request data.
- **QTR_RMB.9999** – Reimbursement request data. **There must already be approved eligibility records in the Web IIS database for reimbursement requests!**

POOL.9999 - Web IIS Import File Format

File Name = POOL.9999, where "9999" is the issuer number.

Seq.	Description	Start	End	Type	Length	Remarks
1	Pool Number/loan package	1	6	Numeric	6	
2	Pool Document Custodian ID	7	12	Character	6	
3	Issue Type	13	13	Character	1	value: C, M, or X
4	Program Type	14	15	Character	2	value: SP, MH, GP, etc.
5	Method of Pooling	16	17	Character	2	value: CD or IR
6	Pool Issue Date	18	25	Date	8	format YYYYMMDD
7	Pool Maturity Date	26	33	Date	8	format YYYYMMDD
8	Pool Report Cut-off Day	34	35	Numeric	2	numeric day of month
9	Original Principal Amount	36	48	Numeric	13	9999999999.99
10	Security Margin	49	53	Numeric	5	9.999
11	Guaranty Fee Rate	54	59	Numeric	6	9.9999
12	Principal & Interest Account	60	69	Character	10	
13	Principal & Interest Bank Name	70	97	Character	28	
14	Not used	98	102	Character	5	Fill with spaces
15	Tax & Insurance Account	103	112	Character	10	
16	Tax & Insurance Bank Name	113	140	Character	28	
17	Not used	141	145	Character	5	Fill with spaces
Only the Final Certification Date, or both the Re-certification Date and Effective Date of Transfer may be entered. Final certification and Re-certification are mutually exclusive.						
18	Final Certification Date	146	153	Date	8	format YYYYMMDD
19	Re-certification Date	154	161	Date	8	format YYYYMMDD
20	Effective Date of Transfer	162	169	Date	8	format YYYYMMDD

The following are descriptions of the import fields and the associated edit messages:

1. Pool Number/loan package: Commitment/loan package number assigned by Ginnie Mae to a group of loans for an issuer.
   - **E-GM010** – Pool Number/loan package xxxxxx must be numeric.
   - **S-GM050** - Pool Number/loan package xxxxxx must not be associated with another issuer.
2. Pool Document Custodian ID: Id number of document custodian holding the loan documents for the pool.
   - **W-PI205** – Document Custodian ID should be provided.
3. Issue Type: Code which identifies the type of pool: X = Ginnie Mae I, C = Ginnie Mae II custom pool, M = Ginnie Mae II multiple issuer pool.
   - **W-PI100** – Issue Type x should be X for pool types: BD, CL, CS, LM, LS, PL, PN, RX, and SN.
   - **W-PI110** – Issue Type x should be Ginnie Mae II for pool type AR.
   - **E-PI120** – Issue Type x must be either C, M, or X.
   - **E-PI300** – Issue Type x must be M for adjustable rate mortgages: AF, AQ, AS, AT, and AX.
4. Program Type: Code which identifies the type of program the pool belongs to.
   - **E-PI005** - Pool Type xxxxxx must begin with 8 for ARM pools.
   - **E-PI090** - Pool Type xxxxxx must be one of the following:

Code	Description	Program Eligibility Code						
		1	**2**	**3**	**4**	**5**	**6**	**7**
AF	Five Year Arm Pool	√			√	√	√	
AQ	Adjustable Rate Off Cycle	√			√	√	√	
AR	Adjustable Rate	√			√	√	√	
AS	Seven Year Arm Pool	√			√	√	√	

AT	Three Year Arm Pool	√			√	√	√	
AX	Ten Year Arm Pool	√			√	√	√	
BD	Buy Down	√			√		√	
CL	Construction Loan			√		√	√	√
CS	Construction Loan Split Rate			√		√	√	√
GA	Growing Equity 4%	√			√	√	√	
GD	Growing Equity - Unlimited	√			√	√	√	
GP	Graduated Payment - 5 years	√			√	√	√	
GT	Graduated Payment - 10 years	√			√	√	√	
LM	Mature Project Loan			√		√	√	√
LS	Small Project Loan			√		√	√	√
MH	Manufactured Housing		√		√		√	√
PL	Project Loan			√		√	√	√
PN	Project Loan – Split Rate			√		√	√	√
RX	Market-to-Market Project Loan			√		√	√	√
SF	Single Family	√			√	√	√	
SN	Serial Notes	√			√	√	√	
SP	Straight Pass Through			√		√	√	√

5. Method of Pooling: Code which identifies the method of pooling: CD = Concurrent Date, or IR = Internal Reserve.

- **E-PI060** – Method of Pooling xx must be CD for adjustable rate mortgages: AF, AQ, AS, AT, and AX.
- **W-PI070** – Method of Pooling xx should be IR for manufactured housing: MH.
- **W-PI075** – Method of Pooling xx should be CD for Ginnie Mae I issued pools other than manufactured housing.
- **E-PI080** – Method of Pooling xx must be either CD or IR.

6. Pool Issue Date: Date this pool was issued.

- **E-GM020** – Pool Issue Date yyyy**mm**dd must contain a valid month.
- **E-GM030** - Pool Issue Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Pool Issue Date yyyymmdd must contain a valid date.
- **W-PI010** – Pool Issue Date yyyymm**dd** should be first of the month.
- **W-PI020** - Pool Issue Date yyyymm**dd** should be prior to today.
- **E-PI310** - Pool Issue Date yyyymmdd must be after September 2003 for hybrid adjustable rate mortgages: AF, AS, AT, and AX.

7. Pool Maturity Date: Date this pool will reach its final maturity. The date depends on the method used in establishing the pool.

- **E-GM020** – Pool Maturity Date yyyy**mm**dd must contain a valid month.
- **E-GM030** - Pool Maturity Date yyyymm**dd** must contain a valid day of that month .
- **E-GM040** – Pool Maturity Date yyyymmdd must contain a valid date.
- **W-PI030** - Pool Maturity Date yyyymm**dd** should be fifteenth of the month.
- **E-PI040** – Pool Maturity Date yyyymmdd must be after the pool issue date.
- **E-PI320** – Pool Maturity Date yyyymmdd must be 30 years after issue date for hybrid adjustable mortgages: AF, AS, AT, and AX.

8. Pool Report Cut-off Day: Last day to be included in monthly pool accounting report to Ginnie Mae. Issuer established date, which is the basis for its monthly accounting cycle. The issuer must establish a reporting cutoff date between the 25th of the month and the first business day of the following month, inclusive, to be applied consistently from month-to-month for all pools.

- **E-GM010** – Pool Reporting Cut-off Date xx must be numeric.
- **E-PI050** – Pool Reporting Cut-off Date xx must be 01 or between 25 and 31.

9. Original Principal Amount: Original principal amount of the pool.

- **E-GM010** – Original Principal Amount nnnnnnnnnn.nn must be numeric**.**
- **E-PI230** – Original Principal Amount nnnnnnnnnn.nn must be positive.

10. Security Margin: Security margin as reported on form HUD 11705. This margin must be the same as the margin announced by Ginnie Mae for the multiple issuer pool.

- **E-GM010** – Security Margin n.nnn must be numeric**.**
- **E-PI150** – Security Margin n.nnn must be zero if pool type is not adjustable rate mortgage.
- **E-PI215** – Security Margin n.nnn must be greater than zero if pool type is adjustable rate mortgage.

11. Guaranty Fee Rate: The Issuer is required to remit a monthly guaranty fee to Ginnie Mae for each pool or loan package. The guaranty fee is computed based on the beginning aggregate securities principal balance of the monthly reporting period. The monthly guaranty fee rate used to compute the fee is the base annual rate shown below divided by 12. The rate is dependent on the type of security issued.

Program Type	Pool Suffixes	Base Annual Rate
Single Family *	SF, BD, AR, AQ, GP, GT, GA, GD, SN	.06
Manufactured Housing	MH	.30
Multifamily	PL, PN, LM, LS, CL, CS	.13

* The Ginnie Mae base annual rate for a particular issue of securities may be reduced by from 1 to 3 basis points under Ginnie Mae's Targeted Lending Initiative (TLI), which is described in Chapter 33 of the Ginnie Mae Guide (PDF).

- **E-GM010** – Guaranty Fee Rate n.nnnn must be numeric**.**
- **W-PI210** – Guaranty Fee Rate n.nnnn should be between .0003 and .0038.
- **W-PI220** – Guaranty Fee Rate n.nnnn should be zero for defaulted issuers.

12. Principal & Interest Account: Number of the custodial account containing the Principal and Interest for the pool.

- **E-PI240** – Principal & Interest Account must be provided.

13. Principal & Interest Bank Name: Name of the bank where the principal and interest of the pool is held.

- **E-PI250** – Principal & Interest Bank Name must be provided.

14. Principal & Interest FDIC Bank Certification No.: Federal Deposit Insurance Company Bank Certification Number for the principal and interest account of the pool.

15. Tax & Insurance Account: number of the custodial escrow account containing the Tax and Insurance of the pool.

- **E-PI260** – Taxes & Insurance Account must be provided.

16. Tax & Insurance Bank Name: Name of the bank where the taxes and insurance escrow account for the pool is held.

- **E-PI270** – Taxes & Insurance Bank Name must be provided.

17. Taxes & Insurance FDIC Bank Certification No.: Federal Deposit Insurance Company Bank Certification Number for the taxes and insurance escrow account of the pool.

18. Final Certification Date: Date the pool received its final certification.

- **E-GM020** – Final Certification Date yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Final Certification Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Final Certification Date yyyymmdd must contain a valid date.
- **W-PI130 -** Final Certification Date yyyymmdd should be within a year of pool issue date.
- **W-PI140 -** Final Certification Date yyyymmdd should not be provided when re-certification date is provided.

19. Re-certification Date: Date the pool was re-certified after being transferred to the issuer.

- **E-GM020** – Re-certification Date yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Re-certification Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Re-certification Date yyyymmdd must contain a valid date.
- **E-PI185 -** Re-certification Date yyyymmdd must not be provided when Final Certification Date is provided.
- **W-PI190 –** Re-certification Date yyyymmdd should be within a year of the Effective date of Transfer.

20. Effective Date of Transfer: Date the pool was transferred to the issuer.

- **E-GM020** – Effective Date of Transfer yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Effective Date of Transfer yyyymm**dd** must contain a valid day of that month.

- **E-GM040** – Effective Date of Transfer yyyymmdd must contain a valid date.
- **E-PI160 -** Effective Date of Transfer yyyymm**dd** must be first of the month.
- **W-PI170 -** Effective Date of Transfer yyyymmdd should not occur within first 3 months after pool issue date.
- **W-PI180 -** Effective Date of Transfer yyyymmdd should not be provided without re-certification date.
- **W-PI200 -** Effective Date of Transfer yyyymmdd should be provided with re-certification date.

POOL_MON.9999 - Web IIS Import File Format

File Name = POOL_MON.9999, where "9999" is the issuer number.

Seq.	*Description*	*Start*	*End*	*Type*	*Length*	*Remarks*
1	Record Type	1	2	Character	2	Must be blank
2	Issuer Number	3	7	Character	5	Fill with spaces to the right
3	Pool Number/loan package	8	13	Numeric	6	
4	Pool Report Cutoff Date	14	21	Date	8	YYYYMMDD
5	Reporting Month	22	26	Character	5	value: DEC02, etc.
6	Method of Pooling	27	28	Character	2	value: CD or IR
7	Program Type	29	30	Character	2	value: SF, MH, etc.
8	Type of Issue	31	31	Character	1	value: C, M or X
9	Mortgages last month end	32	37	Numeric	6	999999
10	FIC last month end	38	48	Numeric	11	99999999.99
11	Pool Principal last month end	49	61	Numeric	13	9999999999.99
12	Installment Collections - Pool Interest	62	72	Numeric	11	99999999.99
13	Installment Collections - Pool Principal	73	85	Numeric	13	9999999999.99
14	Additional Principal	86	98	Numeric	13	9999999999.99
15	Liquidations	99	103	Numeric	5	99999
16	Liquidated Installment	104	114	Numeric	11	99999999.99
17	Liquidated Interest	115	125	Numeric	11	99999999.99
18	Liquidated Principal	126	138	Numeric	13	9999999999.99
19	Other Mortgage Adjustments	139	143	Numeric	5	99999
20	Other Installment Adjustments	144	154	Numeric	11	99999999.99
21	Other Interest Adjustments	155	165	Numeric	11	99999999.99
22	Other Principal Adjustments	166	178	Numeric	13	9999999999.99
23	Mortgages this month end	179	184	Numeric	6	999999
24	FIC this month end	185	195	Numeric	11	99999999.99
25	Pool Principal this month end	196	208	Numeric	13	9999999999.99
26	Total Number of Delinquent Loans	209	214	Numeric	6	999999
27	Percent Delinquent	215	221	Numeric	7	999.999
28	Delinquent 1 Month	222	227	Numeric	6	999999
29	Delinquent 2 Months	228	233	Numeric	6	999999
30	Delinquent 3 Months	234	239	Numeric	6	999999
31	Foreclosures	240	245	Numeric	6	999999
32	Prepaid Interest	246	256	Numeric	11	99999999.99
33	Prepaid Principal	257	269	Numeric	13	9999999999.99
34	Delinquent Interest	270	280	Numeric	11	99999999.99
35	Delinquent Principal	281	293	Numeric	13	9999999999.99
36	Servicing Fee	294	304	Numeric	11	99999999.99
37	Constant	305	315	Numeric	11	99999999.99
38	Interest	316	326	Numeric	11	99999999.99
39	Scheduled Principal (Line A – B)	327	339	Numeric	13	9999999999.99
40	Weighted Average Mortgage Interest Rate	340	346	Numeric	7	99.9999
41	Scheduled Principal	347	359	Numeric	13	9999999999.99
42	Additional Principal	360	372	Numeric	13	9999999999.99
43	Adjusted Liquidated Principal	373	385	Numeric	13	9999999999.99
44	Other Holder Adjustments	386	398	Numeric	13	9999999999.99
45	Total Principal (A through D)	399	411	Numeric	13	9999999999.99
46	Securities Interest Rate	412	418	Numeric	7	99.9999
47	Interest Due Security Holders	419	430	Numeric	12	999999999.99

48	Total Cash Distribution Due Holders	431	443	Numeric	13	9999999999.99
49	Deferred Interest Paid Holders	444	456	Numeric	13	9999999999.99
50	Securities Principal Balance last month end	457	469	Numeric	13	9999999999.99
51	Principal Distributed to Holders this report	470	482	Numeric	13	9999999999.99
52	Serial Notes Principal Due	483	495	Numeric	13	9999999999.99
53	Securities Principal Balance this month end	496	508	Numeric	13	9999999999.99
54	Guaranty Fee Rate	509	514	Numeric	6	9.9999
55	Guaranty Fee	515	525	Numeric	11	99999999.99
56	Guaranty Fee Other Adjustments	526	536	Numeric	11	99999999.99
57	Principal & Interest Account-Bank Name	537	564	Character	28	
58	Principal & Interest Account	565	574	Character	10	
59	Tax & Insurance Account-Bank-Name	575	602	Character	28	
60	Tax & Insurance Account	603	612	Character	10	
61	Tax & Insurance Funds	613	623	Numeric	11	99999999.99
62	Principal & Interest Funds	624	634	Numeric	11	99999999.99
63	Other Funds	635	645	Numeric	11	99999999.99
64		646	646	Character	1	space fill

The following are descriptions of the import fields and the associated edit messages:

1. Record Type: A blank field used to identify the records in the file containing 11710A - Issuers Monthly Accounting Reports.
2. Issuer Number: The number Ginnie Mae assigned to your Mortgage-Backed Securities issuer organization.
   - **E-20060** - Invalid issuer id nnnn used as the suffix to the file name xxxxxxx.nnnn.
   - **E-GM010** – Issuer Number nnnn must be numeric.
3. Pool Number/loan package: The commitment/loan package number assigned by Ginnie Mae to a group of loans for an issuer.
   - **E-GM010** – Pool Number/loan package xxxxxx must be numeric.
   - **S-GM050** - Pool Number/loan package xxxxxx should not be associated with another issuer.
   - **S-GM060 –** Pool Number/loan package xxxxxx should be active for this securities issuer number.
4. Pool Report Cut-off Date: Last date to be included in monthly pool accounting report to Ginnie Mae. This date is established by the issuer as the basis for its monthly accounting cycle. The issuer must establish a reporting cutoff date between the 25th of the month and the first business day of the following month, inclusive, to be applied consistently from month-to-month for all pools.
   - **E-GM010** – Pool Report Cut-off Date yyyymm**dd** must be numeric.
   - **E-PI050** – Pool Report Cut-off Date yyyymm**dd** must be 1st business day of month or between 25 and 31.
   - **W-IMA345** – Pool Report Cut-off Date yyyymm**dd** should match pool.9999 (8) Pool Report Cut-off Day.
5. Reporting Month: The calendar month in which the pool transactions, being reported to Ginnie Mae, took place.
   - **E-GM020** – Reporting Month **mon**yy must contain a valid month.
   - **E-GM040** – Reporting Month monyy must contain a valid date.
6. Method of Pooling: Code which identifies the method of pooling: CD = Concurrent Date, or IR = Internal Reserve.
   - **E-IMA350** – Method of Pooling xx must match pool.9999 (5) Method of Pooling
7. Program Type: Code which identifies the type of program the pool belongs to:

Code	**Description**
AF	Five Year Arm Pool
AQ	Adjustable Rate Off Cycle
AR	Adjustable Rate

AS	Seven Year Arm Pool
AT	Three Year Arm Pool
AX	Ten Year Arm Pool
BD	Buy Down
CL	Construction Loan
CS	Construction Loan Split Rate
GA	Growing Equity 4%
GD	Growing Equity - Unlimited
GP	Graduated Payment - 5 years
GT	Graduated Payment - 10 years
LM	Mature Project Loan
LS	Small Project Loan
MH	Manufactured Housing
PL	Project Loan
PN	Project Loan - Split Rate
RX	Market-to-Market Project Loan
SF	Single Family
SN	Serial Notes
SP	Straight Pass Through

- **E-IMA355** –Pool Type xx must match pool.9999 (4) Program Type

8. Type of Issue: Code which identifies the type of pool: X = Ginnie Mae I, C = Ginnie Mae II custom pool, M = Ginnie Mae II multiple issuer pool.

- **E-IMA360** – Type of Issue x must match pool.9999 (3) Issue Type.

9. Mortgages last month end: Number of mortgages in the pool as of the end of the last reporting month. Except for pool types Construction Loan and Construction Loan Split Rate, these values must be identical to the totals reported on Line D of Section 1 for the prior month's form 11710A. On initial reports enter the totals as reported to Ginnie Mae on the Schedule of Pooled Mortgages.

- **E-GM010** – Mortgages last month end nnnnnn must be numeric.
- **S-IMA400** – Mortgages last month end nnnnnn must match value reported last month in pool_mon.9999 (23) Mortgages this month end .

10. FIC last month end: Dollar amount of the fixed installment control, monthly principal and interest payments to the pool, as of the end of the last reporting month. Except for pool types Construction Loan and Construction Loan Split Rate, these values must be identical to the totals reported on Line D of Section 1 for the prior month's form 11710A. On initial reports enter the totals as reported to Ginnie Mae on the Schedule of Pooled Mortgages.

- **E-GM010** – FIC last month end nnnnnnnn.nn must be numeric.
- **S-IMA410** – FIC last month end nnnnnnnn.nn must match value reported last month in pool_mon.9999 (24) FIC this month end.
- **E-IMA205** – FIC last month end nnnnnnnn.nn mustd be zero for construction loans.

11. Pool Principal last month end: Unpaid principal dollar amount in the pool as of the end of the last reporting month. Except for pool types Construction Loan, Construction Loan Split Rate and non-amortized project loans , these values must be identical to the totals reported on Line D of Section 1 for the prior month's form 11710A. On initial reports enter the totals as reported to Ginnie Mae on the Schedule of Pooled Mortgages.

- **E-GM010** – Pool Principal last month end nnnnnnnnnn.nn must be numeric.
- **W-IMA010** – Pool Principal last month end nnnnnnnnnn.nn should match pool.9999 (9) Original Principal Amount for new pools.
- **S-IMA420** – Pool Principal last month end nnnnnnnnnn.nn must match value reported last month in pool_mon.9999 (25) Pool Principal this month end.

12. Installment Collections - Pool Interest: Mortgage interest actually collected during this reporting month. Any delinquent or prepaid installment collected must be reported in the month of collection, regardless of

the actual due date of the installment (the only exception is new pools, where delinquent installments are due the issuer).

- **E-GM010** – Installment Collections -Pool Interest nnnnnnnn.nn must be numeric.
- **W-GM025** – Installment Collections - Pool Interest nnnnnnnn.nn should be greater than zero.
- **W-IMA020** – Installment Collections - Pool Interest should be provided.

13. Installment Collections - Pool Principal: Principal portion of the Fixed Installment Control actually collected during this reporting month. Any delinquent or prepaid installment collected must be reported in the month of collection, regardless of the actual due date of the installment (the only exception is new pools, where delinquent installments are due the issuer).

- **E-GM010** – Installment Collections - Pool Principal nnnnnnnnnn.nn must be numeric.
- **W-GM025** – Installment Collections - Pool Principal nnnnnnnn.nn should a positive number.
- **W-IMA030** – Installment Collections - Pool Principal not be blank..
- **E-IMA035 -** Installment Collections - Pool Principal nnnnnnnnnn.nn should be zero for construction loans and non-amortized Project Loans.

14. Additional Principal: Principal amounts credited to the mortgage loan(s), other than liquidation-in-full, "in addition" to monthly installments. Include any partial FHA, VA, RHS, or §184 claim settlements applied directly against the principal balances of the loans. For concurrent date (CD) pools, it is necessary to adjust the current month's scheduled principal remittance to security holders when an additional principal curtailment is applied to a pooled loan at any time during the reporting month. An exception to this is when the loan is prepaid in one month.

- **E-GM010** – Additional Principal nnnnnnnnnn.nn must be numeric.

15. Liquidations: Number of 11710E forms, mortgages in the pool that have been liquidated, entered for this pool for the reporting month.

- **E-GM010** – Liquidations nnnnn must be numeric.

16. Liquidated Installment: Fixed installment control amount for the mortgages in the pool that have been liquidated during this reporting month. Sum of the 11710E Total Interest Due plus the pre-Adjusted Liquidated Principal values entered for this pool for the reporting month.

- **E-GM010** – Liquidated Installment nnnnnnnn.nn must be numeric.

17. Liquidated Interest: Interest due for the mortgages in the pool that have been liquidated during this reporting month. Sum of the 11710E Interest Due values entered for this pool for the reporting month.

- **E-GM010** – Liquidated Interest nnnnnnnn.nn must be numeric.

18. Liquidated Principal: Principal remitted for the mortgages in the pool that have been liquidated during this reporting month. Sum of the 11710E unpaid principal balance values entered for this pool for the reporting month.

- **E-GM010** – Liquidated Principal nnnnnnnnnn.nn must be numeric.

19. Other Mortgage Adjustments: Adjustments to the number of mortgages in the pool. This may be used in accounting for mortgage loan substitutions in the original mortgage pool.

- **E-GM010** – Other Mortgage Adjustments nnnnn must be numeric.

20. Other Installment Adjustments: Adjustments to the Fixed Installment Control (FIC) amount of monthly principal and interest payments for the pool. The adjustment is the difference between: the beginning FIC as reported and an FIC calculated by using the new mortgage interest rate(s) but the same remaining principal balance and number of periods remaining on each mortgage as was used to calculate the beginning FIC.

- **E-GM010** – Other Installment Adjustments nnnnnnnn.nn must be numeric.

21. Other Interest Adjustments: Adjustments to the interest amount for the pool. Multiply additional principal by the mortgage interest rate and dividing by 12.

- **E-GM010** – Other Interest Adjustments nnnnnnnn.nn must be numeric.

22. Other Principal Adjustments: Adjustments to the mortgage principal balance for the pool.

- **E-GM010** – Other Principal Adjustments nnnnnnnnnn.nn must be numeric.

23. Mortgages this month end: Number of mortgages in the pool as of the end of this reporting month.

- **E-GM010** – Mortgages this month end nnnnnn must be numeric.
- **W-IMA080** – Mortgages this month end nnnnnn should equal (9) Mortgages last month end minus (15) Liquidations plus (19) Other Mortgage Adjustments.

24. FIC this month end: Dollar amount of the fixed installment control, monthly principal and interest payments to the pool, as of the end of this reporting month.

- **E-GM010** – FIC this month end nnnnnnnn.nn must be numeric.
- **W-IMA090** – FIC this month end nnnnnnnn.nn should equal (10) FIC last month end minus (16) Constant – Liquidated Loans plus (20) Other Installment Adjustments.

25. Pool Principal this month end: Unpaid principal dollar amount in the pool as of the end of this reporting month.

- **E-GM010** – Pool Principal this month end nnnnnnnnnn.nn must be numeric.
- **W-IMA100** – Pool Principal this month end nnnnnnnnnn.nn should equal (11) Pool Principal last month end minus (13) Installment Collections-Principal minus (14) Additional Principal Collections minus (18) Liquidated Principal plus (22) Other Principal Adjustments.

26. Total Number of Delinquent Loans: Number of loans that are delinquent as of the reporting cutoff date, excluding foreclosures.

- **E-GM010** – Total Number of Delinquent Loans nnnnnn must be numeric.
- **W-IMA120** – Total Number of Delinquent Loans nnnnnn should equal (28) Delinquent 1 Month plus (29) Delinquent 2 Months plus (30) Delinquent 3 Months.
- **W-IMA130** – Total Number of Delinquent Loans nnnnnn should be less than (23) Mortgages this month end.

27. Percent Delinquent: Ratio, expressed as a percentage, of the delinquent mortgages as of the end of this reporting month. The percentage must be rounded to the nearest tenth of a percent.

- **E-GM010** – Percent Delinquent nnn.nnn must be numeric.
- **W-IMA140** – Percent Delinquent nnn.nnn should equal (26) Total Number of Delinquent Loans divided by (23) Mortgages this month end.

28. Delinquent 1 Month: Number of mortgages in this pool that are delinquent by one installment payment, as of the reporting cutoff date.

- **E-GM010** – Delinquent 1 Month nnnnnn must be numeric.

29. Delinquent 2 Months: Number of mortgages in this pool that are delinquent by two installment payments, as of the reporting cutoff date.

- **E-GM010** – Installments Delinquent Two Month nnnnnn must be numeric.

30. Delinquent 3 Months: Number of mortgages in this pool that are delinquent by more than two installment payments, as of the reporting cutoff date

- **E-GM010** – Installments Delinquent Three Month nnnnnn must be numeric.

31. Foreclosures: Number of mortgages in this pool that have been classified as foreclosed during this reporting month. A loan is considered in "foreclosure" when action has been initiated to liquidate the loan or to assign the loan to FHA, VA, RHS, or PIH.

- **E-GM010** –Foreclosures nnnnnn must be numeric.
- **W-IMA110** –Foreclosures nnnnnn should be less than the difference between (23) Mortgages this month end and (26) Total Number of Delinquent Loans.

32. Prepaid Interest: Interest portion of monthly installments collected during this reporting month where the due dates of the installments are for future months.

- **E-GM010** – Prepaid Interest nnnnnnnn.nn must be numeric.

33. Prepaid Principal: Principal portion of monthly installments collected during this reporting month where the due dates of the installments are for future months.

- **E-GM010** – Prepaid Principal nnnnnnnnnn.nn must be numeric.

34. Delinquent Interest: Interest portion of unpaid installments that are delinquent or in foreclosure as of the reporting cutoff date.

- **E-GM010** – Delinquent Interest nnnnnnnn.nn must be numeric.

35. Delinquent Principal: Principal portion of unpaid installments that are delinquent or in foreclosure as of the reporting cutoff date.

- **E-GM010** – Delinquent Principal nnnnnnnnnn.nn must be numeric.

36. Servicing Fee: Dollar amount of the Ginnie Mae Servicing Fee. For project loan, construction loan, and manufactured home loan pools, the servicing fee rate was specified in the Ginnie Mae MBS Guide as of the issue date of the related securities. Issuers should always report the gross servicing fee taken (based on the

spread between the mortgage rate(s) and the pass-through rate) without regard to the amount of guaranty fee paid.

- **E-GM010** – Servicing Fee nnnnnnnn.nn must be numeric.
- **W-IMA150** – Servicing Fee nnnnnnnn.nn should equal [(12) Installment Collections-Interest plus (17) Liquidated Interest plus (21) Other Interest Adjustments] multiplied by [(40) Weighted Average Interest Rate minus (46) Securities Interest Rate] divided by (40) Weighted Average Interest Rate.

37. Constant: Dollar amount of the fixed installment control, monthly principal and interest payments to the pool, as of the end of the last reporting month. On initial reports enter the totals as reported to Ginnie Mae on the Schedule of Pooled Mortgages.

- **E-GM010** – Constant nnnnnnnn.nn must be numeric.
- **E-IMA155** – Constant nnnnnnnn.nn must match (10) FIC last month end for non construction loans.
- **E-IMA205** – Constant nnnnnnnn.nn must equal zero for construction loans.

38. Interest: Dollar amount of interest. For AR pools, the mortgage interest rate is subject to change annually as computed on form 11748C.

- **E-GM010** – Interest nnnnnnnn.nn must be numeric.
- **W-IMA160** – Interest nnnnnnnn.nn should equal [(50) Securities Principal Balance last month end times (40) Weighted Average Interest Rate] divided by 12 except construction loans.

39. Scheduled Principal (Line A – B): Dollar amount of scheduled principal to be passed through to securities holders by the payment due date in the month following the reporting month.

- **E-GM010** – Scheduled Principal (Line A – B) nnnnnnnnnn.nn must be numeric.
- **W-IMA170** – Scheduled Principal (Line A – B) nnnnnnnnnn.nn should equal (37) Constant minus (38) Interest.
- **E-IMA 175** –Scheduled Principal must be zero for Construction Loans.

40. Weighted Average Mortgage Interest Rate: Weighted average interest rate as computed using the method described in the Ginnie Mae securities guide. Issuers must re-compute the weighted average interest rate monthly. This is necessary in order to take into account changing amounts of amortization, liquidations, and additional principal payments, which cause the rate to change.

- **E-GM010** – Weighted Average Mortgage Interest Rate nn.nnnn must be numeric.

41. Scheduled Principal: Dollar amount of scheduled principal to be passed through to securities holders by the payment due date in the month following the reporting month. The value must be the same as (39) Scheduled Principal except for construction and serial note pools where the value must be zero.

- **E-GM010** – Scheduled Principal nnnnnnnnnn.nn must be numeric.
- **E-IMA195** – Scheduled Principal nnnnnnnnnn.nn must be zero for serial notes.
- **S-IMA450** – Scheduled Principal nnnnnnnnnn.nn must match (39) Scheduled Principal except for construction and serial note pools.
- **E-IMA175** – Scheduled Principal nnnnnnnnnn.nn must be zero for construction loans.

42. Additional Principal: Principal amounts credited to the mortgage loan(s), other than liquidation-in-full, "in addition" to monthly installments. The value must be the same as (14) Additional Principal except for construction and serial note pools where the value must be zero.

- **E-GM010** – Additional Principal nnnnnnnnnn.nn must be numeric.
- **E-IMA195** – Additional Principal nnnnnnnnnn.nn must be zero for serial notes.
- **S-IMA460** – Additional Principal nnnnnnnnnn.nn must match (14) Additional Principal

43. Adjusted Liquidated Principal: Unpaid Principal Balance(s) at the time of liquidation (Section 1, Line B-3, Pool Principal column), adjusted for payments of scheduled principal previously passed through to securities holders. Sum of form 11710E liquidation balance values (refer to liquid.9999 (11) Liquidated Balance). (For construction and serial note pools this value must be zero.)

- **E-GM010** – Adjusted Liquidated Principal nnnnnnnnnn.nn must be numeric.
- **E-IMA195** – Adjusted Liquidated Principal nnnnnnnnnn.nn must be zero for serial notes.

44. Other Holder Adjustments: Dollar difference between aggregate unpaid principal balances to the outstanding securities balance, or correction to the principal remitted to securities holders. For example, corrections may be made for miscalculated scheduled principal payments or incorrect liquidation balances previously remitted to security holders. Adjustments may be made for additional principal payments in

concurrent date pools or FIC changes on GPM or GEM concurrent date pools. (For construction and serial note pools this value must be zero.)

- **E-GM010** – Other Holder Adjustments nnnnnnnnnn.nn must be numeric.
- **E-IMA195** – Other Holder Adjustments nnnnnnnnnn.nn must be zero for serial notes.

45. Total Principal (A through D): Dollar amount of principal to be distributed to security holders for this reporting month. Does not apply to construction or serial note pools.

- **E-GM010** – Total Principal (A through D) nnnnnnnnnn.nn must be numeric.
- **W-IMA180** – Total Principal (A through D) nnnnnnnnnn.nn should equal (41) Scheduled Principal plus (42) Additional Principal plus (43) Adjusted Liquidated Principal plus (44) Other Holder Adjustments.
- **W-IMA190** – Total Principal (A through D) nnnnnnnnnn.nn should be a multiple of 25000 for serial notes.
- **W-IMA200** – Total Principal (A through D) nnnnnnnnnn.nn should not be negative for GD and GP pool types.
- **W-IMA215** – Total Principal (A through D) nnnnnnnnnn.nn should be greater than zero except for construction and serial notes.

46. Securities Interest Rate: Security interest rate used in the calculation of the Interest Due Security Holders. For Ginnie Mae I single-family mortgage loan pools, the security interest rate is .5 percent lower than the mortgage interest rate. For Ginnie Mae I pools of manufactured home loans, project loans, or construction loans, refer to the Ginnie Mae MBS Guide, Chapters 30, 31, and 32 (PDF documents) respectively. For Ginnie Mae II pools, refer to the Ginnie Mae MBS Guide, Chapters 24, 26 through 28, and 30 (PDF documents). For adjustable rate mortgages, the security interest rate is the rate applicable for this reporting month (that is, the rate for mortgage payments due on the first of the month following the reporting month), calculated in accordance with Chapter 25 of the Ginnie Mae MBS Guide (PDF).

- **E-GM010** – Securities Interest Rate nn.nnnn must be numeric.

47. Interest Due Security Holders: Dollar amount of interest due the securities holders. For APM pools the securities interest rate is subject to change annually or computed on form 11748C.

- **E-GM010** – Interest Due Security Holders nnnnnnnnn.nn must be numeric.
- **W-IMA210** – Interest Due Security Holders nnnnnnnnn.nn should equal (50) Securities Principal Balance last month end multiplied by (46) Securities Interest Rate divided by 12.

48. Total Cash Distribution Due Holders: Dollar amount of principal and interest to be distributed to security holders. For Ginnie Mae I pools, the total cash distribution reported on this line is to be remitted to security holders by the 15th of the month following the reporting month, accompanied by the Issuer's Monthly Remittance Advice, form 11714. For Ginnie Mae II pools or loan packages, this amount must be made available to the CPTA as required under the Ginnie Mae MBS Guide.

- **E-GM010** – Total Cash Distribution Due Holders nnnnnnnnnn.nn must be numeric.
- **W-IMA220** – Total Cash Distribution Due Holders nnnnnnnnnn.nn should equal (45) Total Principal (A through D) plus (47) Interest Due Security Holders.

49. Deferred Interest Paid Holders: For GPM pools only, the dollar amount included in Sections 2A, 2B, and/or 2C that is attributed to interest previously deferred and added to the principal of each loan that was paid to security holders in the current reporting month.

- **E-GM010** – Deferred Interest Paid Holders nnnnnnnnnn.nn must be numeric.

50. Securities Principal Balance last month end: Remaining Principal due to security holders as of the previous month's report. If the report is for the initial reporting month, enter the total unpaid principal balance as reported to Ginnie Mae on the Schedule of Pooled Mortgages.

- **E-GM010** – Securities Principal Balance last month end nnnnnnnnnn.nn must be numeric.
- **W-IMA230** – Pool Principal last month end nnnnnnnnnn.nn should match (50) Securities Principal Balance last month end for new pools.
- **S-IMA480** – Securities Principal Balance last month end nnnnnnnnnn.nn must match pool_mon.9999 (53) Securities Principal Balance this month end except construction loans.

51. Principal Distributed to Holders this report: Dollar amount of principal to be distributed to security holders for this reporting month.

- **E-GM010** – Principal Distributed to Holders this report nnnnnnnnnn.nn must be numeric.

- **S-IMA235** – Principal Distributed to Holders this report nnnnnnnnnn.nn should match (45) Total Principal (A through D) except serial notes.
- **W-IMA240** – Principal Distributed to Holders this report nnnnnnnnnn.nn should be zero for serial notes.

52. Serial Notes Principal Due: Dollar amount reported on your Monthly Serial Notes Accounting Schedule (Form 1710B, Schedule II, Line C). This field is to be used for Serial Note pools only. Your Monthly Serial Notes Accounting Schedule, Form 1710B (see Appendix VI-12 of the Ginnie Mae MBS Guide (PDF)), must be submitted with this Monthly Accounting Report.

- **E-GM010** – Serial Notes Principal Due nnnnnnnnnn.nn must be numeric.
- **W-IMA250** – Serial Notes Principal Due nnnnnnnnnn.nn should be a multiple of 25000 for serial notes.
- **W-IMA260** – Serial Notes Principal Due nnnnnnnnnn.nn should match (45) Total Principal (A through D) for serial notes.

53. Securities Principal Balance this month end: Remaining Principal due to security holders as of the end of the reporting month.

- **E-GM010** –Securities Principal Balance this month end nnnnnnnnnn.nn must be numeric.
- **E-IMA270** –Securities Principal Balance this month end nnnnnnnnnn.nn must equal (50) Securities Principal Balance last month end minus (51) Principal Distributed to Holders this report.
- **W-IMA275 -** Securities Principal Balance this month end nnnnnnnnnn.nn should equal Principal Amount of Securities from Last Report for construction loans unless their was a liquidation
- **W-IMA290** –Securities Principal Balance this month end nnnnnnnnnn.nn should equal (50) Securities Principal Balance last month end minus (52) Serial Notes Principal Due.

54. Guaranty Fee Rate: The Issuer is required to remit a monthly guaranty fee to Ginnie Mae for each pool or loan package.

- **E-GM010** – Guaranty Fee Rate n.nnnn must be numeric.
- **E-IMA490** – Guaranty Fee Rate n.nnnn must match pool.9999 (11) Guaranty Fee Rate.
- **W-PI210** – Guaranty Fee Rate n.nnnn should be between .0003 and .0038.

55. Guaranty Fee: Dollar amount of the guaranty fee.

- **E-GM010** – Guaranty Fee nnnnnnnn.nn must be numeric.
- **W-IMA300** – Guaranty Fee nnnnnnnn.nn should equal (50) Securities Principal Balance last month end multiplied by (54) Guaranty Fee Rate divided by 12.

56. Guaranty Fee Other Adjustments: Dollar amount used to correct a previous month's guaranty fee.

- **E-GM010** – Guaranty Fee Other Adjustments nnnnnnnn.nn must be numeric.

57. Principal & Interest Account Bank Name: Name of the bank where the principal and interest of the pool is held.

- **W-IMA370** – Principal & Interest Account Bank Name xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx should match pool.9999 (13) Principal & Interest Account Bank Name.

58. Principal & Interest Account: Number of the custodial account containing the Principal and Interest for the pool.

- **W-IMA365** – Principal & Interest Account xxxxxxxxxx should match pool.9999 (12) Principal & Interest Account.

59. Tax & Insurance Account-Bank-Name: Name of the bank where the tax and insurance of the pool is held.

- **W-IMA380** – Tax & Insurance Account Bank Name xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx should match pool.9999 (16) Taxes & Insurance Account Bank Name.

60. Tax & Insurance Account: Number of the custodial account containing the tax and insurance for the pool.

- **W-IMA375** – Tax & Insurance Account xxxxxxxxxx should match pool.9999 (15) Tax & Insurance Account.

61. Tax & Insurance Funds: Total tax and insurance funds applicable to the mortgages in this pool as of the reporting cutoff date. Include any funds advanced by the issuer for individual mortgage deficit escrow balances and any insurance loss drafts held for the pooled mortgages. Do not include funds held in a separate escrow custodial account by the issuer, including FHA § 203(k) rehabilitation funds, construction

loan funds for § 184 loans, deeds of trust or lease contracts, buy down funds provided by the issuer, or escrowed funds associated with multifamily pools.

- **E-GM010** – Tax & Insurance Funds nnnnnnnn.nn must be numeric.
- **W-IMA320** – Tax & Insurance Funds nnnnnnnn.nn should be greater than zero if (62) Principal & Interest Funds are greater than zero.
- **W-IMA330** – Taxes & Insurance Funds nnnnnnnn.nn should be positive.

62. Principal & Interest Funds: Dollar amount remaining in the Principal and Interest account for this pool at the end of the reporting month.

- **E-GM010** – Principal & Interest Funds nnnnnnnn.nn must be numeric.
- **W-IMA340** – Principal & Interest Funds nnnnnnnn.nn should equal total receipts deposited to the principal and interest custodial account this month, as reported in Section 1, plus the prior month's Section 5, Line B2, "Principal and Interest" and minus the "Total cash distribution due holders" reported in Section 2, Line G of the prior month's report, minus servicing fees as applicable.

63. Other Funds: Total dollar amount of all security holder checks that have not been delivered to the holder as of the reporting cut off date or that have been outstanding for longer than six months at the reporting cut off date and that should have been returned to the principal and interest custodial account.

- **E-GM010** – Other Funds nnnnnnnn.nn must be numeric.

ARM.9999 - Web IIS Import File Format

File Name = ARM.9999, where "9999" is the issuer number.

Seq	Description	Start	End	Type	Length	Remarks
1	Record Type	1	2	Character	2	value: V1
2	Issuer Number	3	7	Character	5	Fill with spaces to the right
3	Pool Number/loan package	8	13	Numeric	6	
4	Reporting Date	14	18	Character	5	value: JAN92, etc.
5	Mortgage/Security Adjustment Date	19	23	Character	5	value: JAN92, etc.
6	Index	24	29	Numeric	6	99.999
7	Security Margin	30	34	Numeric	5	9.999
8	Security Interest Rate - Current Year	35	40	Numeric	6	99.999
9	Security Interest Rate - Next Year	41	46	Numeric	6	99.999
10	Mortgage Interest Rate - Current Year	47	52	Numeric	6	99.999
11	Mortgage Interest Rate - Next Year	53	58	Numeric	6	99.999
12	Lowest Mortgage Rate - Current Year	59	64	Numeric	6	99.999
13	Lowest Mortgage Rate - Next Year	65	70	Numeric	6	99.999
14	Highest Mortgage Rate - Current Year	71	76	Numeric	6	99.999
15	Highest Mortgage Rate - Next Year	77	82	Numeric	6	99.999
16	Principal Amount of Securities - Current Year	83	95	Numeric	13	9999999999.99
17	Principal Amount of Securities - Next Year	96	108	Numeric	13	9999999999.99
18	Fixed Installment Control - Beginning	109	119	Numeric	11	99999999.99
19	Fixed Installment Control - Adjustment	120	130	Numeric	11	99999999.99
20	Fixed Installment Control - Adjusted	131	141	Numeric	11	99999999.99

The following are descriptions of the import fields and the associated edit messages:

1. Record Type: A constant "V1" used to identify the records in the file containing 11748C - Adjustable Payment Mortgage Addendums.
2. Issuer Number: The number Ginnie Mae assigned to your Mortgage-Backed Securities issuer organization.
   - **E-20060** - Invalid issuer id nnnn used as the suffix to the file name xxxxxxx.nnnn.
   - **E-GM010** – Issuer Number nnnn must be numeric.
3. Pool_Number/loan package: The commitment/loan package number assigned by Ginnie Mae to a group of loans for an issuer.
   - **E-48C190 –** Pool number/loan package xxxxxx pool type must be ARM.
   - **E-GM010** – Pool number/loan package xxxxxx must be numeric.
   - **S-GM050** - Pool number/loan package xxxxxx should not be associated with another issuer.
   - **S-GM060 –** Pool number/loan package xxxxxx should be active for this securities issuer number.
   - **E-PI005 –** Pool number/loan package xxxxxx must begin with 8 for ARM pools.
4. Reporting Date: Current reporting Month and year specified on the attached form 11710A. The format is MMMYY.
   - **E-48C020** - Reporting Date **mon**yy must be either Mar, Jun, Sep, or Dec.
   - **E-GM020** – Reporting Date **mon**yy must contain a valid month.
   - **E-GM040** – Reporting Date monyy must contain a valid date.
   - **W-GM090** – Reporting Date monyy should not be after current reporting month.
5. Mortgage/Security Adjustment Date: First day of the month after the reporting date is when the mortgage/security interest adjustment becomes effective.
   - **W-48C160** – Mortgage/Security Adjustment Date **mon**yy should be either Jan, Apr, Jul, or Oct.
   - **E-GM020** – Mortgage/Security Adjustment Date **mon**yy must contain a valid month.
   - **E-GM040** – Mortgage/Security Adjustment Date monyy must contain a valid date.

6. Index: New index (weekly average of 1-year Treasury constant maturity securities) as of the reporting date for the pool or loan package.

- **E-GM010** – Index nn.nnn must be numeric.

7. Security Margin: Security margin as reported on form HUD 11705 and announced by Ginnie Mae for the multiple issuer pool. This margin must be the same as the margin announced by Ginnie Mae for the multiple issuer pool.

- **S-48C150 -** Security Margin n.nnn must match static pool information.
- **E-GM010** – Security Margin n.nnn must be numeric.

8. Security Interest Rate - Current Year: Current security interest rate reported in Section 2.F of form 11710A for this reporting period.

- **S-48C030 -** Security Interest Rate – Current Year nn.nnnn must match pool_mon.9999 (46) Securities Interest Rate.
- **E-GM010** – Security Interest Rate – Current Year nn.nnnn must be numeric.

9. Security Interest Rate - Next Year: Adjusted security interest rate to be used to calculate the interest due for the next reporting period. Computed as: [(6) Index plus (7) Security margin] rounded to the nearest 1/8th expressed to 3 decimal places.

- **E-GM010** – Security Interest Rate – Next Year nn.nnnn must be numeric.

10. Mortgage Interest Rate - Current Year: Mortgage interest rate that applies to the interest due on the mortgages for this reporting period. Weighted Average Interest Rate in the current reporting month (interest in arrears due on the first of the month following the current reporting month). Use the weighted average interest rate if there is more than one mortgage rate in the pool or loan package.

- **S-48C050 -** Mortgage Interest Rate – Current Year nn.nnnn must match pool_mon.999 (40) Weighted Average Interest Rate.
- **E-GM010** – Mortgage Interest Rate – Current Year nn.nnnn must be numeric.

11. Mortgage Interest Rate - Next Year: Adjusted mortgage interest rate to be applied to the interest due on the mortgages in the next reporting period (interest in arrears due on the first of the month following the next reporting period). The calculation method is explained in Ginnie Mae MBS Guide Appendix VI-4 (PDF), item 2.b. under Miscellaneous Pool Administration Procedures.

- **E-GM010** – Mortgage Interest Rate – Next Year nn.nnnn must be numeric.

12. Lowest Mortgage Rate - Current Year: Lowest mortgage interest rate in the pool or loan package for the current reporting period.

- **S-48C060 -** Lowest Mortgage Rate – Current Year nn.nnnn must be between 0 and (10) Mortgage Interest – Current Year.
- **E-48C170 -** Lowest Mortgage Rate – Current Year nn.nnnn must match (13) Lowest Mortgage Rate-Next Year from the 11748C submitted a year ago.
- **E-GM010** – Lowest Mortgage Rate – Current Year nn.nnnn must be numeric.

13. Lowest Mortgage Rate - Next Year: Lowest adjusted mortgage interest rate in the pool or loan package to be applied to the interest due on the mortgages collected in the next reporting period (the lowest new adjusted interest rate after liquidated loans for the reporting period are removed from the pool).

- **E-48C070 -** Lowest Mortgage Rate – Next Year nn.nnnn must be between 0 and (11) Mortgage Interest Rate – Next Year.
- **E-GM010** – Lowest Mortgage Rate – Next Year nn.nnnn must be numeric.

14. Highest Mortgage Rate - Current Year: Highest mortgage interest rate in the pool or loan package for the current reporting period.

- **S-48C080 -** Highest Mortgage Rate – Current Year nn.nnnn must be between (10) Mortgage Rate – Current Year and one more than (12) Lowest Mortgage Rate – Current Year.
- **E-48C180 -** Highest Mortgage Interest – Current Year nn.nnnn must match (15) Highest Mortgage Rate-Next Year from the 11748C submitted a year ago.
- **E-GM010** – Highest Mortgage Rate – Current Year nn.nnnn must be numeric.

15. Highest Mortgage Rate - Next Year: Highest adjusted mortgage interest rate in the pool or loan package to be applied to the interest due on the mortgages collected in the next reporting period (the highest new adjusted interest rate after liquidated loans for the reporting period are removed from the pool).

- **E-48C090 -** Highest Mortgage Rate – Next Year nn.nnnn must be between (11) Mortgage Interest Rate – Next Year and one more than (13) Lowest Mortgage Rate – Next Year.
- **E-GM010** – Highest Mortgage Interest – Next Year nn.nnnn must be numeric.

16. Principal Amount of Securities - Current Year: Principal Amount of Securities in the pool or loan package for the current reporting period.

- **S-48C100** – Principal Amount of Securities – Current Year nnnnnnnnnn.nn must match pool_mon.9999 (50) Securities Principal Balance last month end.
- **E-GM010** – Principal Amount of Securities – Current Year nnnnnnnnnn.nn must be numeric.

17. Principal Amount of Securities - Next Year: Principal Amount of Securities in the pool or loan package for the next reporting period.

- **E-48C110 -** Principal Amount of Securities – Next Year nnnnnnnnnn.nn must match pool_mon.9999 (53) Securities Principal Balance this month end.
- **E-GM010** – Principal Amount of Securities – Next Year nnnnnnnnnn.nn must be numeric.

18. Fixed Installment Control - Beginning: Beginning Fixed Installment Control (FIC) for the current reporting month.

- **S-48C120 -** Fixed Installment Control - Beginning nnnnnnnn.nn must match pool_mon.9999 (10) FIC last month end.
- **E-GM010** – Fixed Installment Control - Beginning nnnnnnnn.nn must be numeric.

19. Fixed Installment Control - Adjustment: Dollar amount the fixed installment control will change as a result of the new mortgage interest rate.

- **W-48C130** – Fixed Installment Control - Adjustment nnnnnnnn.nn should equal difference between (20) Fixed Installment Control - Adjusted and (18) Fixed Installment Control - Beginning.
- **E-GM010** – Fixed Installment Control - Adjustment nnnnnnnn.nn must be numeric.

20. Fixed Installment Control - Adjusted: Adjusted Fixed Installment Control (FIC) for the next reporting month.

- **S-48C140 -** Fixed Installment Control - Adjusted nnnnnnnn.nn must match pool_mon.9999 (24) FIC this month end.
- **E-GM010** – Fixed Installment Control - Adjusted nnnnnnnn.nn must be numeric.

LIQUID.9999 - Web IIS Import File Format

File Name = LIQUID.9999, where "9999" is the issuer number.

Seq	Description	Start	End	Type	Length	Remarks
1	Record Type	1	2	Character	2	value: L1
2	Issuer Number	3	7	Character	5	Fill with spaces to the right
3	Pool Number/loan package	8	13	Numeric	6	Fill with spaces to the left
4	Case Number	14	28	Character	15	Format as per APM 02-17
5	Mortgage FIC	29	37	Numeric	9	999999.99
6	Date Removed	38	45	Date	8	format: YYYYMMDD
7	Payment Due Date	46	53	Date	8	format: YYYYMMDD
8	Unpaid Principal Balance	54	64	Numeric	11	99999999.99
9	Total Interest Due	65	75	Numeric	11	99999999.99
10	Total Principal Remitted	76	86	Numeric	11	99999999.99
11	Liquidation Balance	87	97	Numeric	11	99999999.99
12	Reporting Month	98	102	Character	5	value: JAN92, etc.
13	Loan Type	103	105	Character	3	value: FHA, VAV, VAG, RHS, PIH, FH1, or FMF
14	Reason for Removal	106	106	Character	1	1 - Mortgagor Payoff 2 - Repurchase of Delinquent Loan 3 - Foreclosure – With Claim Payment 4 - Loss Mitigation 5 – Substitution 6 – Other
15	Mortgage Interest Rate	107	113	Numeric	7	99.9999
16	Internal Loan Id	114	133	Character	20	Optional - Fill with spaces to the right

The following are descriptions of the import fields and the associated edit messages:

1. Record Type: Constant "L1" used to identify the records in the file containing 11710E – Loan Liquidation Schedules.

2. Issuer Number: Number Ginnie Mae assigned to your Mortgage-Backed Securities issuer organization.
- **E-20060** - Invalid issuer id nnnn used as the suffix to the file name xxxxxxx.nnnn.
- **E-GM010** – Issuer Number nnnn must be numeric.

3. Pool_Number/loan package: Commitment/loan package number assigned by Ginnie Mae to a group of loans for an issuer.
- **E-GM010** – Pool number/loan package xxxxxx must be numeric.
- **S-GM050** - Pool number/loan package xxxxxx should not be associated with another issuer.
- **S-GM060 –** Pool number/loan package xxxxxx should be active for this securities issuer number.

4. Case_Number: Case number assigned to the mortgage loan by the guaranteeing institution: FHA, RHS, PIH, or VA. It must be the same number that appears on the Schedule of Pooled Mortgages. The case number must conform to the rules described in APM 02-17 (PDF).
- **E-GM110** - Case Number xxxxxxxxxxxxxxx must be 15 digits long.
- **E-GM115**- Case Number must be specified.
- **W-GM120** - FHA Case Number **xx**xxxxxxxxxxxxx first two digits should be zero.

- **W-GM130** - FHA Case Number xx**xxx**xxxxxxxxxx 3rd through 5th digits should match an FHA field office code.
- **W-GM140** - FHA Case Number xxxxx**xxxxxx**xxxx serial number portion (digits 6 through 11) should be numeric.
- **W-GM150 -** FHA Case Number xxxxxxxxxxx**x**xxx 12th digit should equal the computed check value.
- **W-GM160** - FHA Case Number xxxxxxxxxxxx**xxx** last three digits should match an ADP code for the Section of the Housing Act.
- **W-GM170** - VA Case Number **xxx**xxxxxxxxxxxx first three digits should be zero.
- **W-GM180** - VA Case Number xxx**xxxx**xxxxxxxx 4th through 7th digits should match VA jurisdiction/origin codes.
- **W-GM190** - VA Case Number xxxxxxx**x**xxxxxxx 8th digit should match a VA loan type.
- **W-GM200** - VA Case Number xxxxxxxx**xxxxxxx** serial number portion (digits 9 through 15) should be numeric.
- **W-GM210** - RHS Case Number **x**xxxxxxxxxxxxxx first digit should be zero.
- **W-GM220** - RHS Case Number x**xxxxx**xxxxxxxxx 2nd through 6th digits should match a state/county code.
- **W-GM230** - RHS Case Number xxxxxx**xxxxxxxxx** serial number portion (digits 7 through 15) should be numeric.
- **W-GM240** - PIH Case Number **xxxxxx**xxxxxxxxx first six digits should be zero.
- **W-GM250** - PIH Case Number xxxxxx**xxx**xxxxxx 7th through 9th digits should match an area code.
- **W-GM260** - PIH Case Number xxxxxxxxx**xxxxxx** serial number portion (digits 10 through 15) should be numeric.
- **W-GM270** - FH1 Case Number **xxx**xxxxxxxxxxxx first three digits should be zero.
- **W-GM280** - FH1 Case Number xxx**xxxxx**xxxxxxx contract portion (digits 4 through 8) should be numeric.
- **W-GM290 -** FH1 Case Number xxxxxxxx**xxxxxxx** serial number portion (digits 9 through 15) should be numeric.
- **W-GM300** - FMF Case Number **xxxxxxx**xxxxxxxx first seven digits should be zero.
- **W-GM310** - FMF Case Number xxxxxxx**xxx**xxxxx 8th through 10th digits should match an FHA field office code.
- **W-GM320** - FMF Case Number xxxxxxxxxx**xxxxx** serial number portion (digits 11 through 15) should be numeric.

5 Mortgage FIC: Principal and Interest portion of monthly mortgage fixed installment control (FIC) for the liquidated loan. For GPM, GEM, or AR pools the mortgage FIC must be the last FIC used for loan amortization calculations on the Liquidation Schedule.

- **E-GM010** – Constant P&I 999999.99 must be numeric.
- **E-LLS010 -** Constant P&I 999999.99 must be positive.

6 Date Removed: Date the loan was liquidated, removed from the pool.

- **E-GM020** – Date Removed yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Date Removed yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Date Removed yyyymmdd must contain a valid date.

7 Payment Due Date: For internal reserve pools, payment due date of all principal and interest installments due from the last paid installment entered in Line 1 through the installment due on the first day of the reporting month. For concurrent date pools, enter the payment due date of all principal and interest installments due from the last paid installment entered in Line 1 through the installment due on the first day of the month following the reporting month.

- **E-GM020** – Payment Due Date yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Payment Due Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Payment Due Date yyyymmdd must contain a valid date.
- **E-LLS020** – Payment Due Date yyyymm**dd** must be first of the month.

- **W-LLS030** – Payment Due Date yyyymmdd should not be prior to Date Removed.
- **E-LLS090** – Payment Due Date yyyymmdd must not be after the today.

8 Unpaid Principal Balance: Dollar amount of the principal balance remaining on the loan after the application of the last installment received from the mortgagor. This was the principal balance of the loan prior to the liquidation transaction. First entry in the **Balance** column on the 11710E.

- **E-GM010** – Unpaid Principal Balance 99999999.99 must be numeric.

9 Total Interest Due Dollar amount of the total interest due which is the sum of all the scheduled interest due amounts. Internal reserve pools, are due interest through the last day of the month prior to the reporting month, and security holders are due the principal balance after application of the principal installment due on the first day of the reporting month. Concurrent date pools, are due interest through the last day of the reporting month and security holders are due the principal balance after application of the principal installment due on the first day of the month following the reporting month.

- **E-GM010** – Total Interest Due 99999999.99 must be numeric.
- **W-LLS050** – Total Interest Due 99999999.99 should be within 1 of the sum of scheduled interest due amounts 99999999.99.
- **W-LLS070** – Total Interest Due 99999999.99 should be positive.

10 Total Principal Remitted: Sum of all the installment principal remitted amounts.

- **E-GM010** – Total Principal Remitted 99999999.99 must be numeric.
- **W-LLS060** – Total Principal Remitted 99999999.99 must be within 1 of the sum of scheduled principal remitted amounts 99999999.99.

11 Liquidation Balance: Last entry in the **Balance** column on the 11710E.

- **E-GM010** – Liquidation Balance 99999999.99 must be numeric.
- **W-LLS080** – Liquidation Balance 99999999.99 should be difference between the Unpaid Principal Balance, reported on Line l and the Total Principal Remitted from the last line.
- **W-LLS100** – Liquidation Balance 99999999.99 should be within 1 of the computed remaining principal balance.

12 Reporting Month: Accounting reporting month is the period of time between last month's pool report cut-off date and the close of business on the current month's pool report cut-off date.

- **E-GM020** – Reporting Month **mon**yy must contain a valid month.
- **E-GM040** – Reporting Month monyy must contain a valid date.

13. Loan_type: Loan type specified by the guaranteeing institution of the mortgage.

Loan Type Description	Code	Type
FHA Single Family	1	FHA
VA Guaranteed	2	VAG
VA Vendee	3	VAV
Rural Housing Service	4	RHS
PIH Section 184	5	PIH
FHA Title 1 Manufactured Housing	6	FH1
FHA Multifamily	7	FMF

- **E-GM105** - Loan Type n valid values are 1 through 7.

14 Reason for Removal: Reason a loan is being liquidated from a Ginnie Mae pool:

1.	Mortgagor Payoff
2.	Repurchase of Delinquent Loan
3.	Foreclosure with Claim Payment
4.	Loss Mitigation
5.	Substitution
6.	Other

- **E-LLS040** – Reason for Removal n valid values are 1 through 6.

15 Mortgage Interest Rate: Mortgage interest rate at the time of the report.

- **E-GM010** – Mortgage Interest Rate 99.9999 must be numeric.

16 Internal Loan Id: Loan number that uniquely identifies the mortgage loan in the issuer's loan system. It can have a maximum of 20 characters. Do not confuse this with the case number.

LOAN.9999 - Web IIS Import File Format

File Name = LOAN.9999, where "9999" is the issuer number.

Seq	Field Description	Start	End	Type	Length	Remarks
1	Issuer id	1	4	Number	4	
2	Pool Number/loan package	5	10	Number	6	
3	Case Number	11	25	Number	15	
4	Loan Type	26	26	Number	1	1 thru 7
5	Internal Loan Id	27	46	Character	20	
6	Borrower Social Security Number	47	55	Number	9	
7	Borrower Last Name	56	70	Character	15	
8	Borrower First Name	71	80	Character	10	
9	Property Address	81	110	Character	30	
10	City	111	128	Character	18	
11	State	129	130	Character	2	
12	ZIP	131	139	Number	9	
13	First Payment Date	140	147	Date	8	format: YYYYMMDD

The following are descriptions of the import fields and the associated edit messages:

1. Issuer id: Number Ginnie Mae assigned to your Mortgage-Backed Securities issuer organization.
   - **E-20060** - Invalid issuer id nnnn used as the suffix to the file name xxxxxxx.nnnn

2. Pool Number/loan package: Commitment/loan package number assigned by Ginnie Mae to a group of loans for an issuer.
   - **E-GM010** – Pool number/loan package xxxxxx must be numeric.
   - **S-GM050** - Pool number/loan package xxxxxx should not be associated with another issuer.
   - **S-GM060 –** Pool number/loan package xxxxxx should be active for this securities issuer number.

3. Case Number: Case number assigned to the mortgage loan by the guaranteeing institution: FHA, RHS, PIH, or VA. It must be the same number that appears on the Schedule of Pooled Mortgages. The case number must conform to the rules described in APM 02-17 (PDF).
   - **E-GM110** - Case Number xxxxxxxxxxxxxxx must be 15 digits long.
   - **E-GM115**- Case Number must be specified.
   - **W-GM120** - FHA Case Number **xx**xxxxxxxxxxxxx first two digits should be zero.
   - **W-GM130** - FHA Case Number xx**xxx**xxxxxxxxxx 3rd through 5th digits should match an FHA field office code.
   - **W-GM140** - FHA Case Number xxxxx**xxxxxx**xxxx serial number portion (digits 6 through 11) should be numeric.
   - **W-GM150** - FHA Case Number xxxxxxxxxxx**x**xxx 12th digit should equal the computed check value.
   - **W-GM160** - FHA Case Number xxxxxxxxxxxx**xxx** last three digits should match an ADP code for the Section of the Housing Act.
   - **W-GM170** - VA Case Number **xxx**xxxxxxxxxxxx first three digits should be zero.
   - **W-GM180** - VA Case Number xxx**xxxx**xxxxxxxx 4th through 7th digits should match VA jurisdiction/origin codes.
   - **W-GM190** - VA Case Number xxxxxxx**x**xxxxxxx 8th digit should match a VA loan type.
   - **W-GM200** - VA Case Number xxxxxxxx**xxxxxxx** serial number portion (digits 9 through 15) should be numeric.
   - **W-GM210** - RHS Case Number **x**xxxxxxxxxxxxx first digit should be zero.
   - **W-GM220** - RHS Case Number x**xxxxx**xxxxxxxxx 2nd through 6th digits should match a state/county code.
   - **W-GM230** - RHS Case Number xxxxxx**xxxxxxxxx** serial number portion (digits 7 through 15) should be numeric.

- **W-GM240** - PIH Case Number **xxxxxx**xxxxxxxxx first six digits should be zero.
- **W-GM250** - PIH Case Number xxxxxx**xxx**xxxxxx 7th through 9th digits should match an area code.
- **W-GM260** - PIH Case Number xxxxxxxxx**xxxxxx** serial number portion (digits 10 through 15) should be numeric.
- **W-GM270** - FH1 Case Number **xxx**xxxxxxxxxxxx first three digits should be zero.
- **W-GM280** - FH1 Case Number xxx**xxxxx**xxxxxxx contract portion (digits 4 through 8) should be numeric.
- **W-GM290** - FH1 Case Number xxxxxxxx**xxxxxxx** serial number portion (digits 9 through 15) should be numeric.
- **W-GM300** - FMF Case Number **xxxxxxx**xxxxxxxx first seven digits should be zero.
- **W-GM310** - FMF Case Number xxxxxxx**xxx**xxxxx 8th through 10th digits should match an FHA field office code.
- **W-GM320** - FMF Case Number xxxxxxxxxx**xxxxx** serial number portion (digits 11 through 15) should be numeric.

4. Loan Type: Loan type specified by the guaranteeing institution of the mortgage.

Loan Type Description		Type
FHA Single Family	1	FHA
VA Guaranteed	2	VAG
VA Vendee	3	VAV
Rural Housing Service	4	RHS
PIH Section 184	5	PIH
FHA Title 1 Manufactured Housing	6	FH1
FHA Multifamily	7	FMF

- **E-GM100** - Loan Type n valid values are 1 through 7.

5. Internal_Loan Id: Loan number that uniquely identifies the mortgage loan in the issuer's loan system. It can have a maximum of 20 characters. Do not confuse this with the case number.

- **E-GM115** – Internal Loan Id must be specified.

6. Borrower Social Security Number: Social security number or Tax ID of the individual that signed as borrower for the mortgage loan. This field must be exactly 9 digits, with no hyphens.

- **E-GM010** – Borrower Social Security Number xxxxxxxxx must be numeric.
- **E-LEI110** – Borrower Social Security Number xxxxxxxxx must be 9 digits.

7. Borrower Last Name: Last name of the person who "owns" the loan. If there is more than one borrower, enter the name of one of the borrowers. If the loan is a multi-family loan, enter the name of the organization holding the loan. This field can have a maximum of 15 characters.

- **E-LEI120** - Borrower Last Name must not be blank.

8. Borrower First Name: First name of the person who is specified in the Borrower Last Name field. If it is a multi-family loan, there will be no first name. This field can have a maximum of 10 characters.

- **E-LEI130** - Borrower First Name mandatory for all loan types except multifamily loans.

9. Property Address: Street address of the property being reported on. This field can be a maximum of 30 characters.

- **E-LEI140** – Property Address must not be blank.

10. City: City in which the property associated with this mortgage loan is located. This field can be a maximum of 18 characters.

- **E-GM115** – City must not be blank.
- **E-LEI020** – City xxxxxxxxxxxxxxxxxx must not contain numbers.

11. State: State in which the property associated with this mortgage loan is located.

- **E-LEI030** – State xx must be a valid United States Post Office state code.

12. ZIP: ZIP Code in which the property associated with this mortgage loan is located. This field can be a maximum of 9 characters, in the format 999999999.

- **E-GM010** – ZIP Code xxxxxxxxx must be numeric.
- **E-LEI040** – ZIP Code xxxxxxxxx must be either 5 digits or 9 digits.

13. First Payment Date: Scheduled date on which the first loan repayment was due.

- **E-GM020** – 1st Payment Date yyyy**mm**dd must contain a valid month.
- **E-GM030 -** 1st Payment Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – 1st Payment Date yyyymmdd must contain a valid date.

ELIG.9999 - Web IIS Import File Format

File Name = ELIG.9999, where "9999" is the issuer number.

Seq	Description	Start	End	Type	Length	Remarks
1	Pool Number/loan package	1	6	Number	6	
2	Case Number	7	21	Number	15	
3	Military Effort	22	41	Character	20	
4	Active Federal Duty Start Date	42	49	Date	8	format: YYYYMMDD
5	Expected Release Date	50	57	Date	8	format: YYYYMMDD
6	Date of Request for Relief	58	65	Date	8	format: YYYYMMDD
7	Military Orders Verified	66	66	Character	1	N or Y
8	Note Rate	67	73	Number	7	99.9999

The following are descriptions of the import fields and the associated edit messages:

Issuer id that is prefix to elig.9999: Number Ginnie Mae assigned to your Mortgage-Backed Securities issuer organization.

- **E--20060** - Invalid issuer id nnnn used as the suffix to the file name xxxxxxx.nnnn.

1. Pool Number/loan package: Commitment/loan package number assigned by Ginnie Mae to a group of loans for an issuer.

- **E-GM010** – Pool number/loan package xxxxxx must be numeric.
- **S-GM050** - Pool number/loan package xxxxxx should not be associated with another issuer.
- **S-GM060 –** Pool number/loan package xxxxxx should be active for this securities issuer number.

2. Case Number: Case number assigned to the mortgage loan by the guaranteeing institution: FHA, RHS, PIH, or VA. It must be the same number that appears on the Schedule of Pooled Mortgages. The case number must conform to the rules described in APM 02-17 (PDF).

- **E-GM115** – Case Number must be provided.
- **E-LEI170** – Case Number nnnnnnnnnnnnnnn must have loan record.

3. Military Effort: War effort in which military service is being performed.

- **E-LEI060** – Military Effort xxxxxxxxxxxxxxxxxx must be one of the following:

Bosnia 6/4/96	**Kosovo 4/29/99**	**Southwest Asia 4/29/99**	**Enduring Freedom 9/14/01**	**All Others 9/11/01**
Joint Endeavor	Joint Guardian	Southern Watch	Operation Resolve	
Joint Guard	Task Force Falcon	Desert Thunder	Operation Noble Eagle	
Joint Forge		Desert Spring	Reassuring Presence	
Task Force Eagle		Desert Fox	Executive Order 13223	
		Northern Watch	Contingency 3	
		MIO	Airport Security	
		Vigilant Sentry	Homeland Defense	

4. Active Federal Duty Start Date: Date, specified in the military orders, the borrower began service in military effort.

- **E-GM020** – Active Federal Duty Start Date yyyy**mm**dd must contain a valid month.
- **E-GM030** - Active Federal Duty Start Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Active Federal Duty Start Date yyyymmdd must contain a valid date.
- **E-GM115** – Active Federal Duty Start Date must be provided.
- **E-LEI070** – Active Federal Duty Start Date yyyymmdd must be after first loan payment date.
- **E-LEI160** – Active Federal Duty Start Date yyyymmdd must be after military effort start date.
- **E-LEI180** - Active Federal Duty Start Date yyyymmdd for this case number must not already be approved.

5. Expected Release Date: Date, specified in the military orders, the borrower is expected to be released from service in military effort.

- **E-GM020** – Expected Release Date yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Expected Release Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Expected Release Date yyyymmdd must contain a valid date.
- **E-LEI080**– Expected Release Date yyyymmdd must be after Active Federal Duty Start Date.
- **E-LEI-085 -** Expected Release Date yyyymmdd must not make military service period overlap another service period for the same borrower

6. Date of Request for Relief: Date the borrower's request for relief was received by the issuer.

- **E-GM020** – Date of Request for Relief yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Date of Request for Relief yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Date of Request for Relief yyyymmdd must contain a valid date.
- **E-LEI090**– Date of Request for Relief yyyymmdd must be between Active Federal Duty Start Date and today.

7. Military Orders Verified: Flag indicating whether or not the borrower's military orders have been verified.

- **E-LEI100**– Military Orders Verified x must be either N or Y.

8. Note rate: Mortgage interest rate as stated on the original loan note.

- **E-GM010** – Note Rate nn.nnnn must be numeric.
- **E-LEI050** - Note Rate nn.nnnn must be greater than 6.

QTR_RMB.9999 - Web IIS Import File Format

File Name = QTR_RMB.9999, where "9999" is the issuer number.

Seq	Description	Start	End	Type	Length	Remarks
1	Pool Number/loan package	1	6	Number	6	
2	Case Number	7	21	Number	15	
3	Duty Start	22	29	Date	8	format: YYYYMMDD
4	Due Date of Collection Received	30	37	Date	8	format: YYYYMMDD
5	Quarter Ending	38	44	Date	7	format: MONYYYY
6	Current Mortgage Interest Rate	45	51	Number	7	99.9999
7	Total Payment Received (P & I Only)	52	60	Number	9	999999.99
8	Amount of Interest Due at Note Rate	61	69	Number	9	999999.99
9	Scheduled Principal	70	78	Number	9	999999.99
10	Additional Principal	79	87	Number	9	999999.99
11	Interest Collected per SSCRA	88	96	Number	9	999999.99
12	Remaining Loan Principal Balance	97	105	Number	9	999999.99
13	Amount Eligible for Reimbursement	106	114	Number	9	999999.99

The following are descriptions of the import fields and the associated edit messages:

Issuer id that is prefix to qtr_rmb.9999: Number Ginnie Mae assigned to your Mortgage-Backed Securities issuer organization.

- **E-20060 -** Issuer id nnnn used as the suffix to the file name xxxxxxx.nnnn must be a valid issuer number.
- **S-RFR060** – No SSCRA point of contact has been identified for this issuer.

1. Pool Number/loan package: Commitment/loan package number assigned by Ginnie Mae to a group of loans for an issuer.

- **E-GM010** – Pool number/loan package xxxxxx must be numeric.
- **S-GM050 -** Pool number/loan package xxxxxx must not be associated with another issuer.
- **S-GM060 –** Pool number/loan package xxxxxx must be active for this securities issuer number.

2. Case Number: Case number assigned to the mortgage loan by the guaranteeing institution: FHA, RHS, PIH, or VA. It must be the same number that appears on the Schedule of Pooled Mortgages. The case number must conform to the rules described in APM 02-17 (PDF).

- **E-GM010** – Case Number nnnnnnnnnnnnnnn must be numeric.
- **E-GM115** – Case Number must be provided.
- **E-LEI170** – Case Number nnnnnnnnnnnnnnn must have loan record.

3. Active Federal Duty Start Date: Date, specified in the military orders, the borrower began service in military effort.

- **E-GM020** – Active Federal Duty Start Date yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Active Federal Duty Start Date yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Active Federal Duty Start Date yyyymmdd must contain a valid date.
- **E-GM115** – Active Federal Duty Start Date must be provided.

4. Due Date of Collection Received: Date monthly mortgage installment payment is due in which a collection has been received.

- **E-GM020** – Due Date of Collection Received yyyy**mm**dd must contain a valid month.
- **E-GM030 -** Due Date of Collection Received yyyymm**dd** must contain a valid day of that month.
- **E-GM040** – Due Date of Collection Received yyyymmdd must contain a valid date.
- **E-RFR005 -** Due Date of Collection Received yyyymm**dd** must be first of the month.
- **E-RFR030**– Due Date of Collection Received must be provided.
- **E-RFR040** – Due Date of Collection Received yyyymmdd must be after Active Federal Duty Start Date.

- **E-RFR050** – Due Date of Collection Received yyyymmdd must be after pool issued or transferred to issuer.
- **E-RFR160** – Due Date of Collection Received yyyymmdd must be prior to Expected Release Date where service ends on the 1st.
- **E-RFR170** – Due Date of Collection Received yyyymmdd must be prior to month after Expected Release Date where service ends after the 1st.
- **E-RFR180 -** Due Date of Collection Received yyyymmdd for this case number and period of military service must not already be approved.

5. Quarter Ending: Reimbursement requests are due the tenth day of the quarterly reporting month (August, November, February, and May). The Quarter Ending is two months prior to the due date.

- **E-GM020** – Quarter Ending **mon**yyyy must contain a valid month.
- **E-GM040** – Quarter Ending monyyyy must contain a valid date.
- **E-RFR015 -** Quarter Ending **mon**yyyy must be either Dec, Jun, Mar, or Sep.
- **E-RFR025 -** Quarter Ending monyyyy must be after Due Date of Collection Received.
- **E-RFR035 -** Quarter Ending monyyyy must not be before current quarter.
- **W-RFR045 -** Quarter Ending monyyyy should be current quarter.

6. Current Mortgage Interest Rate: Mortgage interest rate as specified on the note, or the mortgage interest rate as of the (4) Due Date of Collection Received for adjustable rate mortgages.

- **E-GM010** – Current Mortgage Interest Rate nn.nnnn must be numeric.
- **E-LEI050** – Current Mortgage Interest Rate nn.nnnn must be greater than 6.
- **E-RFR070** – Current Mortgage Interest Rate nn.nnnn must match elig.9999 (8) Note Rate except for adjustable rate mortgages.

7. Total Payment Received (P & I Only): Total principal and interest received on the (4) Due Date of Collection Received.

- **E-GM010** – Total Payment Received (P & I Only) nnnnnn.nn must be numeric.
- **E-RFR090 -** Total Payment Received (P & I Only) nnnnnn.nn must equal (9) Scheduled Principal plus (10) Additional Principal plus (11) Interest Collected per SSCRA.
- **E-RFR100** – Total Payment Received (P & I Only) nnnnnn.nn must be at least a dollar.

8. Amount of Interest Due at Note Rate: Dollar amount of interest due at the current mortgage interest rate.

- **E-GM010** – Amount of Interest Due at Note Rate nnnnnn.nn must be numeric.
- **E-GM025** – Amount of Interest Due at Note Rate nnnnnn.nn must be positive.
- **E-RFR080 -** Amount of Interest Due at Note Rate nnnnnn.nn must equal [(12) Remaining Loan Principal Balance plus (9) Scheduled Principal plus (10) Additional Principal] times (6) Interest Rate divided by 12.

9. Scheduled Principal: Scheduled principal portion of Fixed Installment Control that was applied to the mortgagor's loan.

- **E-GM010** – Scheduled Principal nnnnnn.nn must be numeric.
- **E-GM025** – Scheduled Principal nnnnnn.nn must be positive.

10. Additional Principal: Additional principal, over and above the (9) Scheduled Principal included with the mortgage payment on the (4) Due Date of Collection Received.

- **E-GM010** – Additional Principal nnnnnn.nn must be numeric.

11. Interest Collected per SSCRA: Dollar amount of interest collected per SSCRA at the 6% loan note interest rate.

- **E-GM010** – Interest Collected per SSCRA nnnnnn.nn must be numeric.
- **E-GM025** – Interest Collected per SSCRA nnnnnn.nn must be positive.
- **E-RFR110 -** Interest Collected per SSCRA nnnnnn.nn must be less than Amount of Interest Due at Note Rate
- **E-RFR120 -** Interest Collected per SSCRA nnnnnn.nn must equal [(.06/12) * [(9) Scheduled Principal plus (10) Additional Principal plus (12) Remaining Loan Principal Balance]].

12. Remaining Loan Principal Balance: Unpaid mortgage principal balance owed by the borrower resulting from the mortgage installment payment.

- **E-GM010** – Remaining Loan Principal Balance nnnnnn.nn must be numeric.
- **E-GM025** – Remaining Loan Principal Balance nnnnnn.nn must be positive.

13. Amount Eligible for Reimbursement: Dollar amount eligible for reimbursement.

- **E-GM010** – Amount Eligible for Reimbursement nnnnnn.nn must be numeric.
- **E-GM025** – Amount Eligible for Reimbursement nnnnnn.nn must be positive.
- **E-RFR130** - Amount Eligible for Reimbursement nnnnnn.nn must equal (8) Amount of Interest Due at Note Rate minus (11) Interest Collected per SSCRA.

Appendix B – Transmit File Formats

Monthly File Transmit Formats

Monthly pool data are submitted in a single file. That is, data for 11710A, 11710E, and 11748C data are submitted in one file. This section contains information relevant to formatting the file and the records within the file.

The records are grouped by pool number, in ascending pool number order.

Records must be sequenced as follows: Pool records are sequenced as 11710A followed by the 11710E(s) for that pool/loan package, followed by the 11748C for the pool/loan package, then followed by the next 11710A for the subsequent pool/loan package, etc.

In numeric fields, decimal points are implied. A numeric field with length of 10.2 is a 10-byte field, with two digits to the right of the implied decimal point (e.g. 2,510,324.98 is stored as 0251032498). All numeric fields should be padded with zeros, if NULL values are present. Likewise, numeric values are right justified, if the number does not span the entire width of the field, precede/pad the field with zeros. Negative signs are stored with the least significant digit as a letter (overpunch). For example, a field with type N6.3 with a value of -.512, should be written to the file as 00051K.

Monthly File Naming Conventions

First Transmission = Issuer # + Reporting Year + Report Month + .DAT
(e.g., 10100208.DAT)
Corrections = Issuer # + Reporting Year + Report Month + .CCC
(e.g., 10100208.CCC)

The following table is for the 11710A line of data:

Sequence	Description	Start	End	Type	Length	Remarks
1	Record Type	1	2	Character	2	blank
2	Issuer Number	3	6	Numeric	4	
3	Issuer Number Suffix	7	8	Numeric	2	zero fill
4	Pool Number	9	14	Numeric	6	
5	Pool Number Suffix	15	15	Character	1	zero
6	Report Cutoff Date	16	21	Date	6	mmddyy
7	Reporting Month	22	26	Date	5	MONYY
8	Filler	27	29	Numeric	3	zero fill
9	Reporting Code Method of Pooling	30	31	Character	2	
10	Reporting Code Program Type	32	33	Character	2	
11	Reporting Code Type of Issue	34	34	Character	1	
12	Number of Loans Closing-Prior Month	35	40	Numeric	6	
13	FIC Closing-Prior Month	41	50	Numeric	10.2	
14	Pool Principal Closing-Prior Month	51	62	Numeric	12.2	
15	Installment Collections-Interest	63	72	Numeric	10.2	
16	Installment Collections Principal	73	84	Numeric	12.2	
17	Additional Principal Collections	85	96	Numeric	12.2	
18	Number of Loans Liquidated	97	101	Numeric	5	
19	Constant-Liquidated Loans	102	111	Numeric	10.2	
20	Interest-Liquidated Loans	112	121	Numeric	10.2	
21	Liquidated Principal	122	133	Numeric	12.2	
22	Number of Loans Other Adjustments	134	138	Numeric	5	
23	FIC-Other Adjustments	139	148	Numeric	10.2	
24	Interest-Other Adjustments	149	158	Numeric	10.2	
25	Principal-Other Adjustments	159	170	Numeric	12.2	
26	Number of Loans Closing-This Month	171	176	Numeric	6	
27	FIC-Closing This Month	177	186	Numeric	10.2	
28	Principal Balance- Closing This Month	187	198	Numeric	12.2	
29	Number of Delinquent Loans Excl. F/C	199	204	Numeric	6	
30	Percent Delinquent	205	210	Numeric	6	
31	Installments Delinquent One Month	211	216	Numeric	6	
32	Installments Delinquent Two Months	217	222	Numeric	6	
33	Installments Delinquent Three Months	223	228	Numeric	6	
34	Loans Classified as in Foreclosure	229	234	Numeric	6	
35	Prepaid Installments Interest	235	244	Numeric	10.2	
36	Prepaid Installments Principal	245	256	Numeric	12.2	
37	Delinquent Installments Interest	257	266	Numeric	10.2	
38	Delinquent Installments Principal	267	278	Numeric	12.2	
39	Servicing Fee	279	288	Numeric	10.2	
40	Constant	289	298	Numeric	10.2	
41	Interest	299	308	Numeric	10.2	
42	Principal	309	320	Numeric	12.2	
43	Weighted Average Interest Weight	321	326	Numeric	6.4	
44	Scheduled Principal	327	338	Numeric	12.2	
45	Additional Principal	339	350	Numeric	12.2	
46	Liquidations	351	362	Numeric	12.2	

Sequence	Description	Start	End	Type	Length	Remarks
47	Other Adjustments	363	374	Numeric	12.2	
48	Total Principal	375	386	Numeric	12.2	
49	Interest Rate of Securities	387	392	Numeric	6.4	
50	Interest Due Securities Holders	393	404	Numeric	12.2	
51	Total Due Securities Holders	405	416	Numeric	12.2	
52	Deferred Interest Paid Holders	417	428	Numeric	12.2	
53	Opening Securities Principal Balance	429	440	Numeric	12.2	
54	Principal Due Securities Holders this Month	441	452	Numeric	12.2	
55	Serial Notes- Principal Due	453	464	Numeric	12.2	
56	Principal Balance of Securities-Monthend	465	476	Numeric	12.2	
57	Guaranty Fee Rate	477	480	Numeric	4.3	
58	Guaranty Fee	481	490	Numeric	10.2	
59	Guaranty Fee-Other Adjustment	491	500	Numeric	10.2	
60	Principal & Interest Account-Bank Name	501	528	Character	28	
61	Principal Account Number	529	538	Character	10	
62	Filler	539	548	Character	10	
63	Taxes & Insurance Account-Bank Name	549	576	Character	28	
64	Taxes & Insurance Account Number	577	586	Character	10	
65	Filler	587	590	Character	4	
66	Taxes and Insurance Funds	591	600	Numeric	10.2	
67	Principal and Interest Funds	601	610	Numeric	10.2	
68	Other Funds	611	620	Numeric	10.2	
69	Filler	621	700	Character	80	

The following table is for the 11710E line of data:

Sequence	Description	Start	End	Type	Length	Remarks
1	Record Type	1	2	Character	2	L1
2	Issuer Number	3	6	Numeric	4	
3	Issuer Number Suffix	7	8	Numeric	2	00
3	Pool Number	9	14	Numeric	6	
4	Pool Number Suffix	15	15	Numeric	1	0
5	Case Number	16	30	Numeric	15	
6	Constant P&I	31	38	Numeric	8.2	
7	Date Removed	39	46	Date	8	mmddyyyy
8	Payment Date	47	54	Date	8	mmddyyyy
9	Principal Balance	55	64	Numeric	10.2	
10	Total Interest Due	65	74	Numeric	10.2	
11	Principal Remitted	75	84	Numeric	10.2	
12	Liquidated Balance	85	94	Numeric	10.2	
13	Reporting Month	95	99	Date	7	mmmyyyy
14	Loan Type	100	102	Character	3	
15	Reason for Removal	103	103	Character	1	
16	Mortgage Rate	104	109	Numeric	6.2	
17	Filler	110	700	Character	591	

The following table is for the 11748C line of data:

Sequence	Description	Start	End	Type	Length	Remarks
1	Record Type	1	2	Character	2	V1
2	Issuer Number	3	5	Numeric	4	
3	Issuer Number Suffix	7	8	Numeric	2	00
4	Commitment/Loan Package Number	9	14	Numeric	6	
5	Pool/Commitment Number Suffix	15	15	Character	1	0
6	Reporting Date	16	20	Date	5	monyy
7	Mortgage Security Adjustment Date	21	25	Date	5	monyy
8	Index	26	30	Numeric	5.3	
9	Security Margin	31	34	Numeric	4.3	
10	Security Interest Rate - Current Year Rate	35	39	Numeric	5.3	
11	Security Interest Next Year Rate	40	44	Numeric	5.3	
12	Mortgage Interest Rate - Current Year Rate	45	49	Numeric	5.3	
13	Mortgage Interest Rate - Next Year Rate	50	54	Numeric	5.3	
14	Range of Mortgage Rates Lowest Mortgage Rate - Current Year Rate	55	59	Numeric	5.3	
15	Range of Mortgage Rates Lowest Mortgage Rate - Next Year Rate	60	64	Numeric	5.3	
16	Range of Mortgage Rates Highest Mortgage Rate - Current Year Rate	65	69	Numeric	5.3	
17	Range of Mortgage Rates Highest Mortgage Rate - Next Year Rate	70	74	Numeric	5.3	
18	Principal Amount of Securities - Current Year Amount	75	86	Numeric	12.2	
19	Principal Amount of Securities - Next Year Amount	87	98	Numeric	12.2	
20	Fixed Installment Control Beg. FIC	99	108	Numeric	10.2	
21	Fixed Installment Control FIC Adjustment	109	118	Numeric	10.2	
22	Fixed Installment Control Adjusted FIC	119	128	Numeric	10.2	
23	Filler	129	700	Character	572	

SSCRA Transmit File Formats

SSCRA eligibility and reimbursement files may be submitted to Ginnie Mae Processing via the File Transmit function. Issuers who submit SSCRA files via this function must themselves generate, sign, and submit the required reports. **Web IIS cannot generate eligibility or reimbursement reports for SSCRA data submitted via the File Transmit function.**

All numeric fields should be padded with zeros, if NULL values are present. Likewise, numeric values are right justified, if the number does not span the entire width of the field, precede/pad the field with zeros. Negative signs are stored with the least significant digit as a letter. For example, a field with type N6.3 with a value of -.512, should be written to the file as 00051K. All alpha fields should be left justified with trailing spaces. The only exceptions are the zip codes, which are right padded with zeros in the event only the first five numbers are entered.

SSCRA File Naming Conventions

Eligibility Requests:

First Transmission = Issuer # + Elig + .RMB (e.g., 1010ELIG.RMB)
Corrections = Issuer # + Elig + .CCC (e.g., 1010ELIG.CCC)

Reimbursement Requests:

First Transmission = Issuer # + last 2 digits of the year + 2-digit month of reporting qtr + .RMB (e.g., 10100212.RMB)
Corrections = Issuer # + last 2 digits of the year + 2-digit month of reporting qtr + .RCC (e.g., 10100212.RCC)

The following table is for the Eligibility record in a transmit file:

Note that the Eligibility file contains a Header record, then the detail records, then a Trailer record, then a Control record.

Sequence	Description	Start	End	Type	Length	Format
1	Record Id	1	1	Character	1	"H"
2	Submission Type	2	2	Character	1	"R" - regular or "C" - correction
3	Issuer Number	3	8	Numeric	6	
4	Issuer Name	9	68	Character	60	
5	Issuer Address	69	108	Character	40	
6	Issuer City	109	123	Character	15	
7	Issuer State	124	127	Character	4	
8	Issuer Zip	128	136	Character	9	
9	Filler	137	220	Character	84	blanks
1	Record Id	1	1	Character	1	"D"
2	Issuer Number	2	7	Numeric	6	
3	Pool Number	8	13	Numeric	6	
4	FHA/VA/RHS/PIH Case Number	14	28	Numeric	15	
5	Issuer Loan Number	29	48	Character	20	
6	Borrower's Last Name	49	63	Character	15	
7	Borrower's First Name	64	73	Character	10	
8	Borrower's Social Security Number	74	82	Numeric	9	
9	Property Address	83	101	Character	19	
10	Property City	102	119	Character	18	
11	Property State	120	123	Character	4	
12	Property Zip	124	132	Character	9	
13	Loan Note Interest Rate	133	138	Numeric	6.4	
14	Date of First Payment per Note	139	146	Date	8	YYYYMMDD
15	Military Effort	147	166	Character	20	
16	Active Federal Duty Start Date	167	174	Date	8	YYYYMMDD
17	Expected Release Date	175	182	Date	8	YYYYMMDD
18	Date of Request by Borrower	183	190	Date	8	YYYYMMDD
19	Military Orders Verified	191	191	Character	1	
20	Date Submitted for Approval	192	199	Date	8	YYYYMMDD
21	Filler	200	220	Character	21	blanks
1	Record Id	1	1	Character	1	"T"
2	Issuer Number	2	7	Numeric	6	
3	Record Count	8	11	Numeric	4	
4	Filler	12	220	Character	209	blanks
1	Record Id	1	1	Character	1	"C"
2	Count of Issuers	2	4	Numeric	3	
3	Record Count	5	8	Numeric	4	
4	Filler	9	220	Character	212	blanks

The following table is for the Reimbursement record in a transmit file:

Note that the Reimbursement file contains a Header record, then the detail records, then a Trailer record, then a Control record.

Sequence	Description	Start	End	Type	Length	Format
1	Record Id	1	1	Character	1	"H"
2	Submission Type	2	2	Character	1	"R" - regular or "C" - correction
3	Issuer Number	3	8	Numeric	6	
4	Issuer Name	9	68	Character	60	
5	Filler	69	190	Character	122	blanks
1	Record Id	1	1	Character	1	"D"
2	Issuer Number	2	7	Numeric	6	
3	Reporting Quarter	8	8	Numeric	1	
4	Reporting Year	9	12	Numeric	4	
5	Pool Number	13	18	Numeric	6	
6	FHA/VA/RHS/PIH Case Number	19	33	Numeric	15	
7	Military Effort	34	53	Character	20	
8	Issuer Loan Number	54	73	Character	20	
9	Property Address	74	92	Character	19	
10	Loan Note Interest Rate	93	98	Numeric	6.4	
11	Difference Between Note Rate and 6%	99	104	Numeric	6	
12	Due Date of Collection Received	105	112	Date	8	YYYYMMDD
13	Total Payment Received (P&I Only)	113	120	Numeric	8	
14	Amount of Interest Due at Note Rate	121	128	Numeric	8	
15	Scheduled Principal Applied to Loan	129	136	Numeric	8	
16	Additional Principal Applied to Loan	137	144	Numeric	8	
17	Interest collected per SSCRA	145	152	Numeric	8	
18	Remaining Principal Balance of Loan	153	160	Numeric	8	
19	Amount Eligible for Reimbursement	161	168	Numeric	8	
20	Filler	169	190	Character	22	blanks
1	Record Id	1	1	Character	1	"T"
2	Issuer Number	2	7	Numeric	6	
3	Record Count	8	11	Numeric	4	
4	Filler	12	190	Character	179	blanks
1	Record Id	1	1	Character	1	"C"
2	Count of Issuers	2	4	Numeric	3	
3	Record Count	5	8	Numeric	4	
4	Filler	9	190	Character	182	blanks