Collateral

Tools for Tracking Property Securing Loans

INTRODUCTION

This booklet documents how you can configure and track collateral that secures member loans. Included is also a discussion of the Medallion Collateral type.

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COLLATERAL CONFIGURATION

"Collateral Type Configuration" on the Loan Products menu

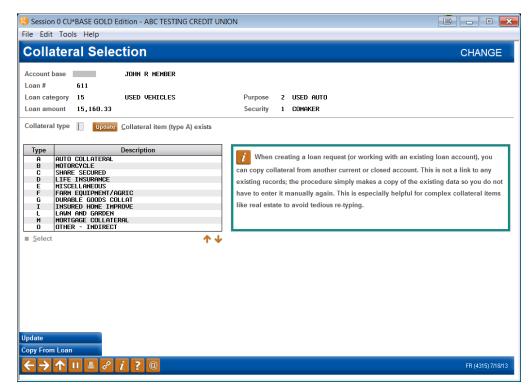
Loan Collateral Types			
Туре	Description	Туре	Description
	UNKNOWN COLLATERAL	I	INSURED HOME IMPROVEMENT
A	AUTO COLLATERAL	L	LAWN AND GARDEN
В	MOTORCYCLE	M	MORTGAGE COLLATERAL
C	SHARE SECURED	0	OTHER - INDIRECT
D	LIFE INSURANCE	R	REC VEHICLE
E	MISCELLANEOUS	S	STOCKS COLLATERAL
F	FARM EQUIPMENT/AGRICULTURAL	T	MOBILE HOME
G	DURABLE GOODS COLLATERAL	U	BUSINESS EQUIPMENT
<u>S</u> elect		■ S <u>e</u> lect	1

This screen is used to create a credit union-defined collateral code, and choose the Definition Type that determines which fields are used for the collateral items. There are only four collateral definition types that determine the fields on the collateral screen:

- V=Vehicle
- R=Real Estate
- S=Stocks
- O=Other
- M=Medallion

However, your credit union can configure up to 26 different collateral codes from those four definitions (for example, "Automobile" and "Watercraft" may both use definition type "V"). Any Collateral Type codes that are configured with definition type "V" have the Title Tracking feature. Any Collateral Type codes that are configured with definition type "R" have the Property Tax Tracking feature.

ADDING COLLATERAL RECORDS



This screen appears when adding a collateral item to a new loan request, or when maintaining collateral on an existing loan. From this screen you may add a new collateral item to the loan, or make changes to an existing item. (Remember that loans may have multiple collateral items attached to them.)

To add a new item, enter one of the collateral type codes shown at the bottom of the screen and use Enter.

- If the code was configured with definition type "V" (Vehicle), the screen on Page 4 will appear.
- If the code was configured with definition type "R" (Real Estate), the screen on Page 5 will appear.

If collateral items have already been attached to this loan, the message "Collateral currently exists for this item" will appear near the top of the screen. Use *Update* (F11) and the screen shown on Page 3 will appear.

• Use *Copy from Loan* (F14) to copy a collateral record from a different Loan



When collateral information is stored with another loan, *Copy from Loan* (F14) allows you to copy that collateral detail into this loan. The collateral record can be part of this same account base or a different account base. When the collateral record is stored in CU*BASE, it can be copied to any loan.

COLLATERAL DEFINITION TYPE "V" (VEHICLE)

Session 0 CU*BAS	SE GOLD Edition - Collateral Identification		
File Edit Tools H	Help		
Collateral	Identification		CHANGE
Account #	JOHN R MEMBER		
Loan #	611	ltem # 001	
Loan category	15 USED VEHICLES	Purpose 2 USED AUTO	
Loan amount	15,160.33	Security 1 COMAKER	
Collateral type	A AUTO COLLATERAL	Escrow	
Make	FORD-TOTALED 1/2012		
Model	EXPLORER		
Year	04		
Identification #	33730 Trade-in		
Estimated value	0.00		
Amount pledged to	loan 0.00	Loan to value 0.00 % Value type Other 🔻	
Insurance agent		Title tracking	
Policy #		✓ Title status is file	
Status			
Expiration date	00000000 [MMDDYYYY]	Verification date Oct 03, 2007 🧮 [MMDDYYYY]	
Premium amount	0.00		
Premium frequency			
Delete	Save/Update Add	Comments URL	HMDA
$\leftarrow \rightarrow \land \blacksquare$	🗏 🖋 i ? @		FR (2327) 7/18/13

This collateral type is typically used for automobiles, boats, RVs and other vehicles. Once this item is complete, if you need to add another item to this same loan, use *Add* (F10), and the Collateral Selection screen will reappear, allowing you to choose another collateral code. Otherwise, if this is the only item to be added, use *Save/Update* (F5) to record the change. When creating a new loan, the system will continue on to the Loan Recap screen. If you are working with an existing loan account, the system will continue to the next miscellaneous loan maintenance item you selected.

• NOTE: Collateral Type "S" (Stock) and "O" (Other) use a similar screen with slightly different field descriptions.

Using Title Tracking Fields

For collateral items where the credit union is required to maintain a copy of the Title on file, the new Title Tracking fields can be used to keep track of the status of this paperwork. As you receive the appropriate Title paperwork, this collateral item should be maintained and the *Title Status* field updated.

To make keeping track of these items easier, the Collateral Information report (described on Page 8) can be used to list only those items with Title tracking turned on, or only those items where the Title paperwork is not yet on file.

Field Descriptions

Field Name	Description
Title Tracking	If you need to track the status of Title paperwork on this collateral item, check the box. If not, leave the box unchecked. This field is used when printing the Collateral Information report as a way to print a list of only those items that are being tracked for Title information.
	See Page 8 for information about the Collateral Information report.
Title Status is file	If you have received all appropriate Title paperwork on this item, check the box. Otherwise, leave the box unchecked. This status will be used when printing the Collateral Information report (see Page 15).
Verification Date	If the Title paperwork has not yet been received, this field can be used to enter the date on which verification of this paperwork should be made. When printing the Collateral Information report, you may choose to list only those items with a verification date that has passed, so that measures can be taken to obtain the necessary paperwork.

COLLATERAL DEFINITION TYPE "R" (REAL ESTATE)

Session 0 CU*BASE G File Edit Tools Help	OLD Edition - ABC TESTING CREDIT UNIO	DN	
Collateral Id			CHANGE
Account base	John R Member		
Loan # 705 Loan category 46 Loan amount 147,200	FIX MORT 5 - 30).00	Item # 001 Purpose 60 REAL ESTATE Security 17 COMM/REAL ESTATE	
Location MS Year Acquired DC	RIMARY RESIDENCE Y TOWNSHIP AMMY R MEMBER 132,300.00 147,200.00 111.26%	Escrow Address 123 EAST STREET City ANYCITY State HI ZIP County ANYCOUNTY Tax ID Other debt desc	
Expiration date Of Premium amount	Q B000000 0.00	✓ Property tax tracking Last date paid Aug 01, 2009 ■ [MMDDYYYY] Next due date Dec 01, 2009 ■ [MMDDYYYY] ✓ Past due	
	Save/Update Add	Legal Description	HMDA FR (4313) 7/18/13

This collateral type is typically used for real estate items, such as mortgages, home equity loans, etc. Once this item has been entered, if you need to add another item to this same loan, use *Add* (F10), and the Collateral Selection screen will reappear, allowing you to choose another collateral code. Otherwise, if this is the only item to be added, use *Save/Update* (F5) to record the change. When creating a new loan, the system will continue on to the Loan Recap screen. If you are working with an existing loan account, the

system will continue to the next miscellaneous loan maintenance item you selected.

Using Property Tax Tracking Fields

For collateral items where the credit union is required to maintain records of property tax payments on file, the Property Tax Tracking fields can be used to keep track of the status of this paperwork. As you receive notification of property tax payments being made, this collateral item should be maintained and new paid and due dates entered.

To make keeping track of these items easier, the Collateral Information report (described on Page 15) can be used to list only those items with Property Tax tracking turned on, or only those items where tax payments are past due.

Field Name	Description
Property Tax Tracking	If you need to track the status of property tax payments on this collateral item, check this box. If not, leave the box unchecked. This field is used when printing the Collateral Information report as a way to print a list of only those items that are being watched for property tax payment status. See Page 15 for information about the Collateral Information report.
Last Date Paid	Enter the date on which the last property tax payment was made.
Next Due Date	Enter the date on which the next property tax payment is due.
Past Due	If you know the property tax payment is currently past due on this item, check this box. Otherwise, leave the box unchecked. When the Property Tax Collateral report is run, the system will automatically update the contents of this field based on the date in the <i>Next Due Date</i> field.

Field Descriptions

UPDATING EXISTING COLLATERAL ITEMS

	Tools Help					
Colla	teral l	Item Summary	/			VIEW
Account b	ase	1 John G Member				
Loan Num	nber	790	(Current balance	91,005.65	
Loan cate	gory 60	FANNIE MORTGAGE	I	Loan amount	95,300.00	
Line	Coll Type	Description	Estimated Current Value	Pledged Amount	Owner SSN	
001	M	PRIMARY RESIDENCE	160,000.00	95,300.00	***-**-6311	
■ <u>S</u> elect		1	160,000.00	95,300.00	↑↓	
For all col	llateral usin % based on:	g Pledged Amounts Current balance is	160,000.00	95,300.00	^↓	
For all col		Current balance is		95,300.00	^↓	
For all col		Current balance is	95.49% (91,005/95,300)	95,300.00	^↓	
For all col		Current balance is	95.49% (91,005/95,300)	95,300.00	^↓	
For all col		Current balance is	95.49% (91,005/95,300)	95,300.00	^↓	
For all col		Current balance is	95.49% (91,005/95,300)	95,300.00	^↓	
For all col		Current balance is	95.49% (91,005/95,300)	95,300.00	^↓	
For all col		Current balance is	95.49% (91,005/95,300)	95,300.00	^↓	

This screen appears when you use either of the "Update" (F11) buttons on the Collateral Selection screen (shown on Page 3).

This screen lists all of the collateral items attached to a loan. To view or modify any of the items listed, select the desired item in the list and use Enter or Select. The screen that appears will depend on the collateral definition record. (Pages 4 and 5 show two of the types available).

The loan-to-value (LTV) percentage based on both current and original balance displays at the bottom of the screen. Also, for the value of the collateral, you use F11 to switch between using the estimated current value versus the pledged amount.

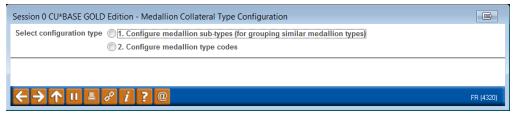
If you would like the LTV for line-of-credit loans to use the disbursement limit instead of the current balance in the calculation, then be sure to activate the "Use disbursement limit to calculate LOC loans" option on the loan category configuration (accessed from the Loan Products (MNCNFB) menu) for the appropriate loan categories.

MEDALLION TYPE COLLATERAL

An additional collateral definition type, Medallion, was specifically designed for when taxi cabs (the license to drive them) are used as collateral. Using the Medallion collateral type, you can tie multiple Medallions to a single collateral record. You could potentially add 99 Medallions to a single collateral record, and then add or remove Medallions from the collateral to automatically adjust the Total Loan to Value. Then, if a borrowing member sold a Medallion, you do not have to redo the loan or collateral.

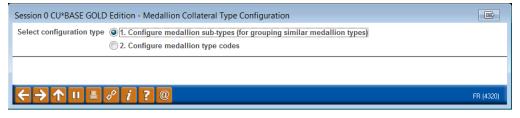
CONFIGURING MEDALLION TYPE COLLATERAL

"Medallion Collateral Config" on the Loan Products menu



Configuring Medallion collateral types is a two-step process. First you configure the Medallion sub-type. Next you configure the Medallion Type codes. The codes are grouped by Type to allow for easy re-pricing using the Re-pricing feature.

Step 1: Configure Medallion Type



First select #1-Configure medallion sub-types (for grouping similar medallion types) to configure your Medallion Sub Types.

Configured Medallion Sub Types

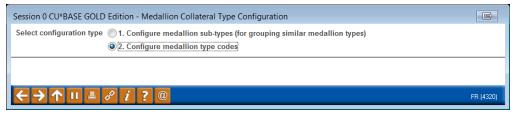
Session	0 CU*BASE GOLD Edition - ABC TESTING CREDIT UNION	
e Edit	Tools Help	
ump to s	Ilion Sub-Type Configuration	UPD
Sub-Typ AL CA HC HR HR HI 12 RC RC RE KC	e Sub-Type Description ALT FUEL INDIU ALT FUEL CORPORATE HANDICAP CORPORATE HANDICAP INDIU IST MORTGAGE 2ND MORTGAGE 2ND MORTGAGE REGULAR CORPORATE REGULAR INDIU CRUSS COLLATERAL	
I Edit	■ Copy ■ Delete	
		FR (432

The screen above shows some configured Medallion Sub Types. To add a new Type, use *Add Sub-Type* (F6).

Add Sub Type

Session 0 CU*BASE GOLD Edition - Configure Medallion Sub-Type	E
Sub type Description	
$\epsilon \rightarrow \uparrow \parallel \perp \mathscr{P} i ? @$	FR (4324)
	FR (4324)

Step 2: Configure Medallion Type Codes



Next you configure the Medallion type codes by selecting #2-Configure medallion type codes.

Below is a listing of Medallion Type codes.

Configured Medallion Type Codes

I CORP.REGULAR JINDIVIDUAL REGULAR CORPORATE HANDICAP CORPORATE REGULAR INDIVIANDICAP INDIVIDUAL REGULAR GE CORPORATE ALT FUEL GE CORPORATE HANDICAP GE CORPORATE REGULAR GE CORPORATE REGULAR GE INDIVIDUAL ALT FUEL GE INDIVIDUAL HANDICAP	REGULAR CORPORATE REGULAR INDIU HANDICAP CORPORATE REGULAR CORPORATE HANDICAP INDIU REGULAR INDIU ALT FUEL CORPORATE HANDICAP CORPORATE REGULAR CORPORATE REGULAR CORPORATE ALT FUEL INDIU	
CORPORATE HANDICAP CORPORATE REGULAR INDIU HANDICAP INDIUTUUAL REGULAR GE CORPORATE ALT FUEL GE CORPORATE ALT FUEL GE CORPORATE REGULAR GE CORPORATE REGULAR GE INDIVUQUAL ALT FUEL	HANDICAP CORPORATE REGULAR CORPORATE HANDICAP INDIV REGULAR INDIV ALT FUEL CORPORATE HANDICAP CORPORATE REGULAR CORPORATE	
CORPORATE REGULAR INDIV HANDICAP INDIVIDUAL REGULAR GE CORPORATE ALT FUEL GE CORPORATE HANDICAP GE CORPORATE REGULAR GE INDIVUDAL ALT FUEL	REGULAR CORPORATE HANDICAP INDIU REGULAR INDIU ALT FUEL CORPORATE HANDICAP CORPORATE REGULAR CORPORATE	
INDIV HANDICAP INDIVIDUAL REGULAR GE CORPORATE ALT FUEL GE CORPORATE HANDICAP IGE CORPORATE REGULAR GE INDIVIDUAL ALT FUEL	HANDICAP INDIV REGULAR INDIV ALT FUEL CORPORATE HANDICAP CORPORATE REGULAR CORPORATE	
INDIVIDUAL REGULAR GE CORPORATE ALT FUEL GE CORPORATE HANDICAP GE CORPORATE REGULAR GE INDIVIDUAL ALT FUEL	REGULAR INDIV ALT FUEL CORPORATE HANDICAP CORPORATE REGULAR CORPORATE	
DE CORPORATE ALT FUEL DE CORPORATE HANDICAP DE CORPORATE REGULAR DE INDIVIDUAL ALT FUEL	ALT FUEL CORPORATE HANDICAP CORPORATE REGULAR CORPORATE	
DE CORPORATE HANDICAP DE CORPORATE REGULAR DE INDIVIDUAL ALT FUEL	Handicap corporate Regular corporate	
GE CORPORATE REGULAR DGE INDIVIDUAL ALT FUEL	REGULAR CORPORATE	
GE INDIVIDUAL ALT FUEL		
GE INDIVIDUAL ALT FUEL	ALT FUEL INDIU	
CE INDITITOTIOL HONDICOD	ILL FOLL THEIV	
	HANDICAP INDIV	
GE INDIVIDUAL REGULAR	REGULAR INDIV	
CORP ALT FUEL	ALT FUEL CORPORATE	
CORPORATE HANDICAP		
CURPURATE REGULAR		
	•	
Delete View	Medallion Re-Pricing	•
	i Corporate Handicap Corp Restricted I Corporate Regular I Indiv Alt Fuel I Indiv Handicap	I CORPORATE HANDICAP CHAPCAP HANDICAP CORPORATE I CORPORATE REGULAR CORPORATE I CORPORATE REGULAR REGULAR CORPORATE I INDIV ALT FUEL ANDIV I INDIV HANDICAP HANDICAP INDIV

To add or edit a Type and its initial value, you would use the screen below.

Configure/Price Medallion Types

Session 0 CU*BASE	GOLD Editi	ion - Configu	ure Medallion 1	y E
Medallion type Description Value		Sub type ORPORATE H		I
< → ↑ II	≞ ₿	<i>i</i> ?@		FR (4327)

To jump to the Re-Price Medallion Collateral screen, select a Medallion Type and use $M\!edallion\,Re\text{-}pricing$.

ADDING AND UPDATING - MEDALLION COLLATERAL

With Medallion Type collateral, the following screens appear when adding a collateral item to a new loan request, or when maintaining collateral on an existing loan. These appear instead of the Real Estate, Vehicle, Stock or Other Collateral screens.

ccount l oan cate pplicati	egory	67 SMITH 01 MEDALLION LOANS	5	Loan amount Current balance	118,000.00 99,776.36	*Imaging	Scan e-Docume View e-Docume
Line 001	Coll Type 0 F	Description HILADELPHIA CORP RE	Estima	ted Current Value	Pledged Amount 118,000.00	Owner SSN	
		Pledged Amounts Current balance is 8	4.56%	181,500.00	118,000.00	^↓	
CLT	V % based on:	Current balance is 8	00.00% 14.56% 10.00%	(118,000/118,000) (99,776/118,000) (118,000/118,000)			

Collateral Listing

To view the individual collateral items select a line and Select.

• NOTE: If multiple medallion collateral items are securing the loan, then MULTIPLE displays in the Description field.

The loan-to-value (LTV) percentage based on both current and original balance displays at the bottom of the screen. Also, for the value of the collateral, you can use F11 to switch between using the estimated current value versus the pledged amount.

When medallion collateral is securing the loan, the combined loan-to-value (CLTV) also displays based on both current and original balance. The CLTV includes the balances for all loans using the medallion as collateral.

Collateral Detail

Account bas Loan # Loan catego Loan amoun Collateral ty	500 TY 01 MEDALLION LOANS It 800,000.00	ltem Purj Sec	oose 92 MEDALL	ION CHICAGO PA GE 4 CHICAGO M	Title/UCC tracki Title status is fil Verification date	e	IMMDDYYYY]
Medallion Type	Description	Medallion ID	Original Value	Est Current Value	Collateral Available To Use	Pledged To Loan	Current Value Update
Hype CHICR CHICR CHICR CHICR CHICR NYCCR NYCCR	CHICAGO CORPORATE REGULAR CHICAGO CORPORATE REGULAR CHICAGO CORPORATE REGULAR CHICAGO CORPORATE REGULA NEW YORK CORPORATE REGULA	102 2317 3411 5722 4N18	331,000 330,000 320,000 331,000 1,320,000 1,320,000	331,000 330,000 320,000 331,000 1,320,000 1,320,000	331,000 330,000 320,000 331,000 600,000- 600,000-		Aug 07, 201 Aug 07, 201 Aug 07, 201 Aug 07, 201 Aug 07, 201
Change View	Copy	■ Delete ■ Medallio	n ID usage		Total pledg	ed	↑ \

Field Name	Description
Title/UCC Tracking	To track the status of the UCC paperwork on this collateral, check this box. If not, leave this box unchecked.
Title status is file	If you have received all appropriate UCC paperwork for the collateral, check this box. If not, leave this box unchecked.
Verification date	If the UCC paperwork has not yet been received, this field can be used to enter the date on which verification of the paperwork should be made.
Medallion ID	The Medallion ID.
Original Value	The original value of the medallion. This defaults from the Medallion Add/Update screen.
Est Current Value	The current value of the medallion. NOTE: For an ADD record, this is the Original Value.
Available to Use	The balance of the medallion available to use as collateral for another loan.
Pledged to Loan	The amount pledged to the loan from the Medallion Add/Update screen.
Current Value Updated	The last date that the current value of the medallion was updated.

To add another collateral item, similar to an existing one, simply select the item and the Copy option. Then change the Medallion ID code on the screen below, and use Save/Update (F5).



• NOTE: Use the Re-pricing tool, covered next to re-price your collateral by Medallion Type.

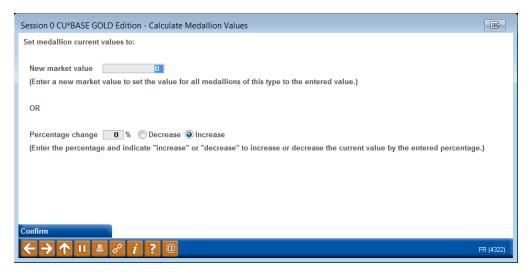
RE-PRICING MEDALLION TYPE COLLATERAL

The *Re-Price Medallion Collateral* feature (accessed via the Loan Products menu (MNCNFB) is similar to the "Update Investment Market Price" tool for investments. With this tool, the collateral value can be periodically adjusted and the system automatically updates all the Medallion collateral records, recalculating LTV ratios.

After entering the screen, you select a Medallion Type to view all collateral of that Type and the loans holding this type of collateral.

ub-type	REGULAR CORPORATE		ate regula	ĸ	# of loa		,000		*=Multi-Use	Collatera
Loan				М	Current Loan	Pledged To	Curre	ent	New Market	
Account	Name	LOC	Medal ID	U	Balance	Loan Amount	Value	Pledged %	Value	Pledged
-505	EDWARD		136	*	198,666	200,000	400,000	50.00%	400,000	50.0
-503	ERIC		136	*	324,338	325,000	400,000	81.25%	400,000	81.2
-502	RAYMOND F		125		466,949	259,000	250,000	103.60%	250,000	103.6
			244			259,000	250,000	103.60%	250,000	103.6
-503	RAYMOND F		122	*	521,746	262,500	600,000	43.75%	600,000	43.7
			211			262,500	600,000	43.75%	600,000	43.7
-502	POLHMANN		54	*	199,898	220,000	0	0.00%	0	0.0
-502	MULLER		72	*	317,287	325,000	0	0.00%	0	0.0
-500	YVON		92		183,471	230,000	0	0.00%	0	0.0
-506	MOUNIR		96	*	387,992	400,000	0	0.00%	0	0.0
-507	MOUNIR		86	*	387,992	400,000	0	0.00%	0	0.0
	MOUNIR		32	*	387,992	400,000	0	0.00%	0	0.0
	CYNTHIA		108	*	340,735	360,000	0	0.00%	0	0.0
	STEPHEN		84		59,063	100,000	0	0.00%	0	0.0
	CHARLES		188	*	154,420	180,000	0	0.00%	0	0.0
-500	ANTONIOS		203		233,667	280,000	600,000	46.67%	600,000	46.6
		Med	allion totals		21,118,039		20,295,000	112.36%		• † •
						22,802,998			20,295,000	112.3
								change	0	0.00

From this screen, you can make individual changes to the collateral value. To simulate a change in value across the Type, use *Calculate Values* (F14) to move to the following screen. You can simulate changes, but to finalize the update, you must use *Update* (F5) on the first screen (shown above).



Here you can enter a new value of the Medallion collateral. Or you can enter a percent increase or decrease. *Confirm* (F5) will return you to the original screen where the change is reflected.

MEDALLION COLLATERAL INQUIRY

This screen (accessed via the Member Inquiry Functions (MNINQY) menu) is an inquiry tool for medallion collateral records. The information is similar to the Re-Price Medallion Collateral screen but no update capability is allowed.

	0 selected	N	lan	ne starts with			Name cont	ains			
Loan Account	Name	L C	M C	Medallion ID	MU	Current Balance	Disbursement Limit	Pledged To Loan Amount	Currer	nt Pledged	Medallio Type
082-504				1 9 7	*	620,411	630,000	315,000	1,320,000	23.86%	NYCCR
159-500				1 Y 98 9 H 7 6	*	313,975	415,400	315,000 207,700	1,320,000 1,320,000	23.86%	NYCCR
309-502				9H77 6P35		1,239,829	1,300,000	207,700 650,000	1,320,000 1,320,000	15.73%	NYCCR
				6P36				650,000	0	0.00%	NYCCR
329-503				2K12 2K16		475,000	475,000	237,500 237,500	1,320,000	17.99%	NYCCR
472-501				1N26		314,699	334,000	167,000	0	0.00%	NYCCR
686-501				1N27 6N56	*	679,341	715,000	167,000 357,500	0 1,000,000	0.00%	NYCCR
				6N57	*			357,500	1,000,000	35.75%	
686-502				4M53 4M54		239,552	249,000	124,500 124,500	0	0.00%	NYCCR
686-503				6P31	*	137,951	142,750	71,375	0	0.00%	NYCCR
edallion Totals -	#ofLoans 20	62		Amounts	1	,126,806,261 1	1 ,187,484,272	, 186, 537, 037 3	,168,767,829	37.44%	^ ·

COLLATERAL INFORMATION REPORT

"Pledged Collateral Information" on the Reports E (MNRPTE) menu

Session 0 CU*BASE GOLD Edition - ABC TE	STING CREDIT UNION		Ē _ 0 <mark>×</mark>
File Edit Tools Help			
Collateral Information	Listing		
Report Options	Response		
Print	Detail 🗸		Job queue
Report	Insurance	•	Copies 1
Collateral code		Optional	Printer P1
Collateral definition type	ลเเ 👻	Optional	
Insurance agent		Optional	
Beginning insurance expiration date	000000 [MMDDYY]	Optional	
Ending insurance expiration date	000000 [MMDDYY]	Optional	
List titles not on file		Optional	
Title verification date on or before	000000 [MMDDYY]	Optional	
List property tax past due		Optional	
Property tax next due on or before	000000 [[MMDDYY]	Optional	
Export report to file			
← → ↑ ॥ ≞ ♂ i ? @			FR (590) 7/18/13

There are three different report formats that can be selected, as well as many parameters to define exactly which collateral records should appear on the report. When ready, press ENTER to generate the report and return to the menu.

Field Descriptions

Field Name	Description
Print Detail or Summary	Choose <i>Detail</i> to print the normal detailed report showing each individual collateral record. Choose <i>Summary</i> to print only subtotals for each collateral code and definition type.
Report	Enter one of the following to determine the format for the printed report (samples are shown on the following page), as well as which types of records will be included:
	Insurance format showing Insurance Agent, Status, Expiration Date and Phone Number.
	Title Tracking format showing Tracking Status and Verification Date. Only collateral records with "Y" in the <i>Title Tracking</i> field will be included on this report.
	Property Tax format showing Last Paid, Next Due and Past Due information. Only collateral records with "Y" in the <i>Property Tax Tracking</i> field will be included on this report. When this report is run, the system will automatically verify the <i>Next Due Date</i> on all items and update the <i>Past Due</i> field (Y/N) as needed, so that items which are past due will be flagged properly.
Collateral code	If you wish to see information for only one of your credit union's configured Collateral Type codes, enter the code

Field Name	Description
	here. Leave the field blank to include all codes.
Collateral definition Type	If you wish to see information for only one Collateral Definition Type, enter one of the following. Leave the field blank to include all types. V Vehicle R Real Estate M Medallion S Stocks O Other
	HINT: This is a great way to see the insurance records only for vehicles - choose the Insurance format above and enter "V" here.
Insurance agent	If you wish to see records for only one of your credit union's configured Insurance Agent codes, enter it here. Leave the field blank to include all items.
Beginning insurance expiration date	If you wish to see records where insurance coverage is due to expire within a certain time frame, enter the beginning date of the range here.
Ending insurance expiration date	If you wish to see records where insurance coverage is due to expire within a certain time frame, enter the ending date of the range here.
List titles not on file	Used when printing the Title Tracking format: Check the box to show only those items with a <i>Title Status</i> field that is <u>blank</u> (not "F" for "On File"). Leave the box unchecked to include all Title Tracking records.
Title verification date on or before	Used when printing the Title Tracking format: Use this field to list only those records with a Verification Date on or before the specified date.
List property tax past due	Used when printing the Property Tax Tracking format: Check the box to show only those items where the <i>Next Due</i> <i>Date</i> for the property tax is less than or equal to today's date. Leave the box unchecked to include all Property Tax Tracking records.
Property tax next due on or before	Used when printing the Property Tax Tracking format: Use this field to list only those records with a <i>Next Due Date</i> on or before the specified date.
Export report to file	Use this to export the data for use with Report Builder or Member Connect.

REPORT SAMPLES

Following are samples of the Detail for all three types of reports. The Summary report is similar except only the subtotals for each Definition Type are included on the report.

Insurance Format

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10/26/11 9:43.55 Collateral Definition: Vehicle	ABC CREDIT UNI Loan Collateral De INSURANCE INF	etail Register		LCLMI	.1	Page	1
Collateral Code: AUTO COLLA Account # Collateral Loan Type Description	TERAL Yr Identification Num	Value				E INFORMATI Exp Date P	
11111-610 CHEVROLET 15 COBALT	09 11111111111111111					10/28/11 N 55555555555555555555555555555555555	
	Collateral Code Total: Collateral Definition Total:	13,425.00	13,375.94				
Collateral Definition: Real Estate Collateral Code: MORTGAGE C Account # Collateral					INSURANC	E INFORMATI	ON
Collateral Code: MORTGAGE C Account # Collateral Loan Type Description	OLLATERAL Yr Title Holder	Value					
Collateral Code: MORTGAGE C Account # Collateral	OLLATERAL Yr Title Holder			Agent S	tatus	Exp Date P	hone Numb
Collateral Code: MORTGAGE C Account # Collateral Loan Type Description 	OLLATERAL Yr Title Holder		Amt Pledged 25,000.00	Agent S 77106	tatus Active	Exp Date P 10/27/11	hone Numb
Collateral Code: MORTGAGE C Account # Collateral Loan Type Description 19999-846 PRIMARY RESIDENCE 15 TOWNSHIP 34444-790 PRIMARY RESIDENCE	OLLATERAL Yr Title Holder 	158,200.00	Amt Pledged 25,000.00 94,000.00	Agent 8 77106 52239	Active Active	Exp Date P 	hone Numb 111-555-5555

Title Tracking Format

2/97 10.47	****CU*BASE CSR/TEST Loan Collateral TITLE TRACKIN	Detail Registe		L	Page DAWNM	
lateral Definition: Vehicle lateral Code: AUTO COLL	ATERAL					
Account # Collateral Loan Type Description	Yr Identification Num	Value				S INFORMATION Verification Date
22222-771 FORD 02 TAURUS	97 2222222222222222222	10,000.00	10,000.00	Y	 F	03/01/1998
33333-773 OLDSMOBILE 02 CUTLASS	95 3333333333333333333	5,300.00	5,300.00	Y		02/01/1998
	Collateral Code Total:	15,300.00	.00			
lateral Definition: Vehicle lateral Code: OTHER REC		15,300.00	.00			
			Amt Pledged	Tracking?	Status	Verification Date
lateral Code: OTHER REC Account # Collateral	VEHICLE	Value	Amt Pledged	Tracking?	Status	
lateral Code: OTHER REC Account # Collateral Loan Type Description 999-775 TERRYTOWN	VEHICLE Yr Identification Num	Value 2,000.00	Amt Pledged	Tracking? 	Status	Verification Date
lateral Code: OTHER REC Account # Collateral Loan Type Description 999-775 TERRYTOWN 0 3 CAMPER 22229-775 HONDA	VEHICLE Yr Identification Num 89 4444444444	Value 2,000.00 3,500.00	Amt Pledged 10,000.00 5,300.00	Tracking? 	Status	Verification Date

Property Tax Tracking Format

9/02/97 14:10.47		****CU*BASE CSR/TES Loan Collateral PROPERTY TAX TRA	Detail Register	r		LCLML1		age DAWNM	1		
Collateral Definition: Real Estate Collateral Code: MORTGAGE COLLATERAL Account # CollateralPROPERTY TAX TRACKING INFORMAT											
Loan Type	Description	Yr Title Holder	Value	Amt Pledged T	rack L	ast Paid	Next Due	Past			
000000576-788	11 222 333 444 1234 ANY STREET SMALL TOWN	00 JOHN & J DOE	31,800.00	20,000.00							
000001782-788 05	RESIDENCE 885 PAVED DRIVE BIG CITY, M	00 MAX & T MAXWELL	34,000.00	26,000.00	Y 0	7/01/1997	03/01/1997				
	15948 26ST AVE METRO, MI RESIDENCE	00 DAVE/LORI MEMBER	82,000.00	34,000.00							
	14-041-126-008-00 753 TEATIME ANYWHERE, MI	00 ANNA SUE	27,000.00	27,000.00	У 0	2/01/1997	02/01/1998	Y			
		Collateral Code Total:	174 800 00	107,000.00							
	Colla	teral Definition Total:		107,000.00							

LOAN-TO-VALUE REPORT

"Loan-to-Value Analysis Report" on the Reports E (MNRPTE) menu

😌 Session 1 CU*B	ASE GOLD Edition - BE	DROCK COMMUNITY	CREDIT UNION		ē - • 💌
File Edit Tools	Help				
Loan To	Value Repoi	t			
	Loan Details			Collateral	
Business unit	Select	Optional	Collateral definition type	Real estate	Vehicle
Loan category	Select	Optional		Other Medallion	
Loan open dates	From 0000000	MMDDYYYY]	Include loans with LTV %	From 0.00 %	
	To 0000000	[MMDDYYYY]		To 0.00 %	
✓ Include written	off loans			Based on 🧿 <u>O</u> riginal loan bala	nce <u>Current loan balance</u>
			lnclude only real estat	e loans that have other debts (for (CLTV calc)
	Escrow			Report Options	
Туре	Select	Optional	Sort by LTV	•	<mark>✓ J</mark> ob queue
Payee code	Select	Optional	Export detail to file		Copies 1
					Printer P1
$\leftarrow \rightarrow \land \parallel$	= 8 i ? 0				TR (3287) 7/18/13

This report shows loan-to-value ratios on your loan accounts a little differently than the LTV you are used to seeing on individual collateral records. With this report, you can choose to calculate LTV according to either the *current* loan balance or the original loan balance. In addition, the report will also look at all collateral records attached to the loan and calculate LTV using values from multiple collateral items.

• NOTE: Only collateral types that use Definition Type R (Real Estate) will be included in this calculation.

This report will be very handy for reviewing mortgage loans that are nearing 80% LTV and therefore requiring PMI termination, as well as to check for exceptions to credit union policy on your LTV ratios.

• NOTE: This is different from how LTV is calculated and displayed on the individual collateral record. That LTV will still be calculated based on the loan's original balance and using the value of that single collateral item only. The new report simply lets you view LTV in a different way than you see it on individual collateral records.

You can choose a specific loan category or business unit to report, and can sort by account number or LTV ratio. The calculation can be based on current or original loan balance, and you can specify a cut-off ratio to display on the report (such as 79.00% if you want to see loans getting close to PMI termination). You can even choose to see only loans that actually have your PMI escrow type attached to them if you wish.

If you would like the LTV for line-of-credit loans to use the disbursement limit instead of the current balance in the calculation, then be sure to activate the "Use disbursement limit to calculate LOC loans" option on the loan category configuration (accessed from the Loan Products (MNCNFB) menu) for the appropriate loan categories.

Refer to the CU*BASE online help for assistance with using the fields on this screen. Click it to access the help system.

REPORT SAMPLE

Following is a sample of the Loan-to-Value Report

INCLUDES	08:26:47 ON 11/14/11 WRITTEN OFF LOANS LATERAL TYPES INCLUDED: ALL	TEST CREDIT UNION I CURRENT LOAN TO VALUE REPORT					LLNTVRG	PAGE USER	1		
LTV %	ACCT TYP NAME	COLL#		COLL DEFN			LOAN BALANCE	ESTIMATED VALUE			
.00 .00 .00 95.23	22222 790 STEVEN MEMBER 33333 892 CONNOR MEMBER 44444 705 KEVIN MEMBER 12122 705 DONALD MEMBER	002 001 001 001	H N N N	M M M	32 49	10/12/11 10/10/11 10/10/11 10/10/11	1,000.00	5,250.00 1,000.00 150,000.00 1,050.00			