

Report 659

Report Overview

Most of the following information is found on the report rules for this report. Report rules can be accessed from the Administration menu on the Portico Explorer Bar by clicking Profiles, then **Reports**.

Report Title	Participant Loan Remittance
Frequency	Daily
Media	Nautilus Essentials
Sequence	Participant Code
Level	Credit Union
Nautilus Essentials	Repository Selection: Reports Search Selection: Lending
M-Detail	Not Applicable
Related Reports, Windows and Tabs	Participant Information window Check Disbursal window Loans – Participation tab Participant Information dialog box

Report Purpose

The Participant Loan Remittance Report 659 displays the remittance amount due to each participant. The remittance amount includes the participant's portion of principal, loan interest, late charges, and insurance. The report will detail all financial activity on the loan from the last time the participant was reported to the current report date.

Creating and Producing the Report

The Participant Loan Remittance Report 659 will run daily. A participant will appear on the report monthly according to the *Day* field and the *Next Report Date* field defined on the Participant Information window. For example, if participant ABC is set up with a *Day* field of 15 and a *Next Report Date* field of 11/15/2012, participant ABC will appear on the report on the 15th of each month.

You can use the *Test Run* check box on the Participant Information window to generate a test report to review the activity of a specific participant and estimate the remittance due. The test run is generated in the back office cycle on the current day. The *Test Run* check box will allow the participant to appear on the 659 Report, but will not affect the *Next Report Date* field. A system edit will prevent a test run from being scheduled on the same day as the date in the *Next Report Date* field.

The 659 Report is sorted by participant code and includes a month's worth of data. Only participants with the corresponding report day will be on that day's report. The report details all loan activity from the last time the participant was reported to the current report date. Activity could include a new loan, payments, reversals, add-ons, uncollected interest and adjustments to the participant percentage or participant interest rate.

The interest remittance amount is determined by payments received and the actual amount of interest applied to the loan. The participant interest rate is retained at the member note level on the Loans - Participation tab.

The loan balance used to calculate the participant's portion of the balance is the principal balance of the loan at the time the payment is applied. The balance may include loan insurance premiums added on at month end or any advances during the month. The participant's percentage portion is retained in the Percentage field on

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the Participant Information window. The percentage at the time the payment is applied will be used in the calculation

When a report is run, the *Next Report Date*, *Last Report Date*, *Principal Balance* and *Uncollected Interest* fields on the Participation Information dialog box will automatically be updated.

If the *Active* check box on the Participant Information window is not selected, the participant will not appear on the 659 Report. If the *Active* check box is selected, but the participant has not had activity for the current reporting period, the participant will appear on the 659 Report.

Calculation Examples

The balance of the loan will not be used to calculate the participant's portion of the loan (365 day calculation). The percentage used to calculate the participant's portion of the loan balance is the participant's percentage at the time the payment is applied (effective date). The participant's percentage rates along with the effective dates of the participant's percentage rates will be evaluated to determine the participant's principal portion when a payment is applied. The actual principal amount applied to the loan X the participant's percentage will be used to calculate the participant's principal. For example:

lember has a loan balance = \$100,000 lember Interest Rate = 6% articipation portion of Loan Balance = 35% articipation portion of Interest = 4% ayment made on loan = \$600	System distributes loan payment as: Principal = \$ 90.41 Interest = \$ 509.59
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The remittance for the participant's portion of the loan balance would be: 90.41 X 35% = 31.65

If the participant's loan balance percentage changes during the reporting period, the participant's portion of the principal loan balance will be calculated using the actual principal amount applied X participant's percentage.

The participant's interest rate and effective dates of the interest rates will be evaluated to determine how to calculate the participant's portion of interest. History will be used to determine the actual interest amount that was applied to the loan at the time the payment is made. For example using the same scenario as above:

Member Interest Rate = 6% Participation portion of Loan Balance = 35%	System distributes loan payment as: Principal = \$ 90.41 Interest = \$ 509.59
Participation portion of Interest = 4% Payment made on Ioan = \$600	,

The remittance for the participant's portion of interest would be: $509.59 \times 35\% \times (4\%/6\%)/365 = 118.90$ (participant percentage) X (4%/6%) (participant int rate/loan interest rate) or Participant loan balance X participant rate X number of days since last payment

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If the credit union manually changes the loan interest rate on the member loan during a calculation period and manually changes the participant's interest rate, the effective date of the participant's interest rate that was changed will be considered. When the remittance is calculated, the system will look at the Effective Date fields in the Participation Interest Rates group box to determine the number of days the new rate has been effective. For example using the same scenario as above:

Member has a loan balance = \$100,000 Member Interest Rate = 6% Participation portion of Loan Balance = 35% Participation portion of Interest = 4% Payment made on loan = \$600 Member loan rate changes from 6% to 5% Participant's portion of interest changes from 4% to 3%

System distributes loan payment as: Principal \$ 147.98 Interest+ \$ 164.38 (10 days) Interest+ \$ 287.67 (21 days) Total Interest applied \$452.02

The remittance for the participant's portion of interest would be:

164.38/6 X 4 X 35% \$ 38.36 287.67/5 X 3 X 35%+ \$ 60.41 Total Participant's interest \$98.77

The remittance for the participant's portion of the loan balance would be: 147.98 X 35% = \$51.79

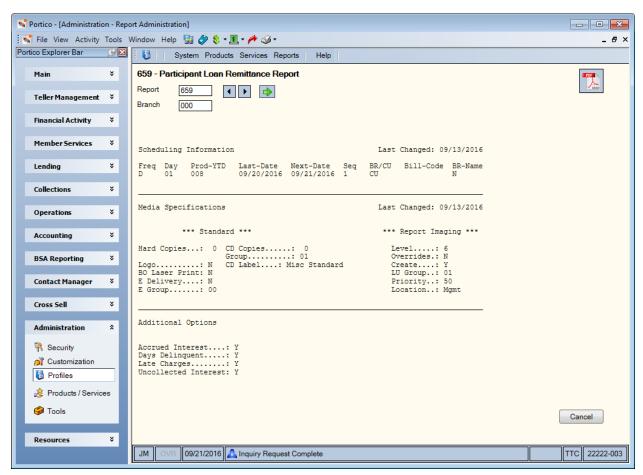


Note: If a check is returned before the reporting period, and no fees or insurance add-ons has occurred this will be considered as a "non-payment".

If a loan is refinanced, meaning the original loan is paid off and a new loan is setup, the Beginning Loan Balance field on the new loan should be 0.00. To accurately record the refinance of the original loan, you should use the New Loan - Refinance/Fees tab. The 659 Report will display a transaction description of REFINANCE and exception code 06-PRINCIPAL AMOUNT FOR REFINANCED LOAN NOT INCLUDED IN THE REMITTANCE TOTAL will appear on the report.

When a participant is no longer associated to a member loan, you can add a closed date and change the Participant Percentage field to 0% with the same effective date as the closed date. Accrued interest will be calculated to the effective date of the percentage change and the participant principal will be included in the remittance total.

Additional Report Rules





Note: Refer to the "Report Rules Fields" section of the Report Introduction for field descriptions of the basic report rules.

Field Descriptions

The following table describes the field(s) found in the Additional Options section of the report rules for this report.

Field	Description
Accrued Interest	If Y, accrued interest will be calculated and displayed in the Participant Loan Summary section and Participant Loan Remittance Summary section of the 659 Report. If N, accrued interest will not be calculated or displayed in the Participant Loan Summary section and Participant Loan Remittance Summary section of the 659 Report. System default is N.
Days Delin- quent	If Y, the days delinquent will be displayed in the Participant Loan Remittance Summary section of the 659 Report. If N, the DAYS DELQ column will not appear in the Participant Loan Remittance Summary section of the 659 Report. System default is N.
Late Charges	If D, the late charges will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report. The late charges will be included in the Total Remittance, but will not be included in the Participant Net Pay. If Y, the late charges will be displayed in the Participant Loan Remittance Detail section, Par-

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Field	Description
	ticipant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report. If the <i>Include Late Charge</i> check box is selected on the Participant Information dialog box, the late charges will be included in the Participant Net Pay and Total Remittance. If the check box is not selected, late charges are not included in the Participant Net Pay and Total Remittance. If N, the late charges will not be displayed in the 659 Report, nor included in the Participant Net Pay and Total Remittance. The <i>LATE CHARGE</i> column will contain 0.00 in the Participant Loan Remittance Detail section, and the <i>LATE CHARGE</i> column will not appear in the Participant Loan Remittance Summary section. The <i>Include Late Charge</i> check box on the Participant Information dialog box will be disabled.
Uncollected Interest	If Y, the uncollected interest will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report, and considered in the remittance totals on the report. System default is Y. If N, the uncollected interest will not be displayed in the 659 Report, and not considered in the remittance totals on the report. The UNCOLL INT column will be blank in the Participant Loan Remittance Detail section, and the UNCOLL INT column will not appear in the Participant Loan Remittance Summary section .

Participant Loan Remittance Detail

2222-000 REPORT 659			TTANCE DETAIL			PAGE	
CORTICO TEST CREDIT UNION	ACTIVITY FRO	M 02/01/16	THROUGH 02/29/	/16		DATE 02/	29/16
PARTICIPANT: LCF - LAST CHANCE FINANCIAL SERVI	CES	TEST COMMEN	T REGARDING PA	ARTCIPANT			
EMBER NUMBER: 1208 - JENNIFER MEMBER							
NOTE NUMBER: TX0414			2.240%				
			90.000000%				
ORIGINAL LOAN AMOUNT: 23,453.15	PARTICIPANT INTE	REST RATE:	1.990%	NEXT PAY	MENT DUE DATE	: 03/10/16	
TXN EFF CAN\	STARTING					EXCP	
DATE DATE DESC TKN AMT	BALANCE F	RINCIPAL	INTEREST LA	ATE CHARGE	UNCOLL INT	CODE	
02/01/16 02/01/16	18,285.45						
BEGINNING BALANCE	16,456.91						
02/08/16 02/08/16 05869 425.00	18,285.45	390.23-	34.72	0.00			
EFT LN PMT TRANSF	16,456.91	351.21	27.80	0.00	20.62-	03	
02/29/16 02/29/16 15790 12.88	17,895.22	12.88	0.00	0.00			
LOAN PROTECT PR	16,105.70	11.59	0.00 +	0.00	0.42-	03	
RANSACTION EXCEPTIONS:							
3 - CALCULATED INTEREST AMOUNT TO REMIT EXCEE	DS ACCRUED INTERE	ST AMOUNT.	PLEASE VERIFY	AND ADJUST			
	PARTICIPA	NT LOAN SUM	MARY				
	EXCP						EXCE
	MOUNT CODE					AMOUNT	CODE
	51.21						
	27.80						
	0.00		TICIPANT REMAI			16,117.29	
	0.42		DIT UNION REMA AL REMAINING I		IPAL	1,790.81 17,908.10	
	67.00		RUED INTEREST	EN LINCIPAL		17,508.10	
MEMITTANCE EXCEPTIONS:							



Note: Refer to the "Generic Report Fields" section of the Report Introduction for descriptions of headings that are the same on every report.

Report Headings/Fields

The following table describes the unique headings/fields and information found in the Detail section of this report.

Heading/Field	Description
PARTICIPANT	The unique code given the participant followed by the participant name.
COMMENT	The value from the <i>Comment1</i> field on the Participant Information window will appear to the right of the participant code and name.
MEMBER NUMBER	The member account number with the participation loan.
NOTE NUMBER	The loan note number associated with the participant.
LOAN RATE	The loan interest rate at the beginning of the reporting period.
REMITTANCE BEGIN DATE	The date when the participant began accruing interest and collecting their portion of the principal.
PARTICIPANT PERCENTAGE	The participant's loan percentage rate at the beginning of the reporting period.
ACCRUED INTEREST DATE	The date interest was last calculated.
ORIGINAL LOAN AMOUNT	The original loan balance. The amount in this field is what was entered when the loan was booked.
PARTICIPANT INTEREST RATE	The participant's interest rate at the beginning of the reporting period.

Heading/Field	Description
NEXT PAYMENT DUE DATE/CLOSED DATE	The next payment due date for the loan. If the participant is closed, then a CLOSED DATE field will appear.
TXN DATE	The date the transaction occurred.
EFF DATE	The effective date of the transaction
CAN/DESC	The first line is the computer assigned number. The second line is a brief description of the transaction
DESC	The description of the transaction: beginning balance, payment, reversal, Insurance (add-on), new loan, participant % change, closed, loan advance, or loan advance transfer. If the participant rate changes within the reporting period, the report will show the new rate as part of the description.
TXN AMT	The transaction amount applied to the loan
STARTING BALANCE	The balance information appears in two lines. The first line will always display the starting balance of the loan at the beginning of the reporting period. If activity occurs on the loan, the balance will represent the balance of the loan before the activity occurred. Activity could be a new loan, payment, reversal, add-on or participant rate change or participant interest rate change. The second line represents the participant's portion of the loan balance. The first line of the balance will always display the staring balance of the participant's portion of the loan at the beginning of the reporting period. If activity occurs on the loan, the second balance will represent the balance of the loan before the activity occurred.
PRINCIPAL	The principal amount applied to the loan. The principal amount will appear on 2 lines; the first line is the amount of principal applied to the loan and the second line is the participant's portion of the principal amount of the payment applied (principal amount X participant's percentage).
INTEREST	The interest amount applied to the loan. The interest amount will appear on 2 lines; the first line is the amount of interest applied to the loan and the second line is the participant's portion of the interest amount of the payment applied:
	 (interest amount applied to the loan X participant percentage X (participant interest rate/loan interest rate) / 365
	(participant loan balance X participant rate X number of days since last payment)/365
LATE CHARGE	The portion of the collected late charges due the participant. The late charge will be calculated using the participant's percentage. If the Late Charges field is D on the 659 Report Rules, the late charges will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report. The late charges will be included in the Total Remittance, but will not be included in the Participant Net Pay.
	If the <i>Late Charges</i> field is Y on the 659 Report Rules, the late charges will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report. If the <i>Include Late Charge</i> check box is selected on the Participant Information dialog box, the late charges will be included in the Participant Net Pay and Total Remittance. If the check box is not selected, late charges are not included in the Participant Net Pay and Total Remittance. If the <i>Late Charges</i> field is N on the 659 Report Rules, the late charges will not be displayed
	in the 659 Report, nor included in the Participant Net Pay and Total Remittance. The <i>LATE CHARGE</i> column will contain 0.00 in the Participant Loan Remittance Detail section, and the <i>LATE CHARGE</i> column will not appear in the Participant Loan Summary section and Participant Loan Remittance Summary section. The <i>Include Late Charge</i> check box on the Participant Information dialog box will be disabled.

Heading/Field	Description
UNCOLL INT	The participant's portion of uncollected interest. This amount will normally appear as 0.00. However, if a payment is received within the reporting period that does not cover interest due (plus FCCBNC) and no other payments are received by the end of the reporting period, the participant's uncollected interest will appear on the report. Uncollected Interest will also be on the report if the participant's percentage or interest rate changes within the reporting period and the loan has no other activity. If the <i>Uncollected Interest</i> field is N on the 659 Report Rules, the <i>UNCOLL INT</i> column heading will appear but no amounts will be displayed in the column.
EXCP CODE	The code indicating the exception that occurred when calculating the remittance.
PARTICIPANT LOA	AN SUMMARY
PARTICIPANT PRINCIPAL	The total amount of principal due the participant.
PARTICIPANT INTEREST	The total amount of interest due the participant
PARTICIPANT LATE CHARGES	The total amount of late charges due the participant. If the <i>Late Charges</i> field is D on the 659 Report Rules, the late charges will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report, but not included in the remittance totals on the 659 Report. If the <i>Late Charges</i> field is Y on the 659 Report Rules, the late charges will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report. If the <i>Include Late Charge</i> check box is selected on the Participant Information dialog box, the late charges will be included in the participant remittance totals. If the check box is not selected, late charges are not included in the participant remittance totals. If the <i>Late Charges</i> field is N on the 659 Report Rules, the late charges will not be displayed in the 659 Report, nor included in the remittance totals. The <i>LATE CHARGE</i> column will contain 0.00 in the Participant Loan Remittance Detail section, and the <i>LATE CHARGE</i> column will not appear in the Participant Loan Summary section and Participant Loan Remittance Summary section. The <i>Include Late Charge</i> check box on the Participant Information dialog box will be disabled.
PARTICIPANT REMAINING PRINCIPAL	The remaining principal amount of the loan for the participant
PARTICIPANT UNCOLLECTED INTEREST	The total amount of uncollected interest due the participant. If a payment is received within the reporting period that does not cover interest due (plus FCCBNC) and no other payments are received by the end of the reporting period, the participant's uncollected interest will appear on the report. If the Uncollected Interest field is N on the 659 Report Rules, the PARTICIPANT UNCOLLECTED INTEREST field will display 0.00.
TOTAL REMAINING PRINCIPAL	The remaining principal amount of the loan for the credit union
PARTICIPANT NET PAY	The net amount of remittance due the participant. If the Late Charges field is Y on the 659 Report Rules, then the participant portion of the late charges are included in the Participant Net Pay. If the Late Charges field is D or N on the 659 Report Rules, then the participant portion of the late charges are not included in the Participant Net Pay. If the Uncollected Interest field is Y on the 659 Report Rules, then the participant portion of the uncollected Interest is considered in the Participant Net Pay calculation.

Heading/Field	Description
	If the Uncollected Interest field is N on the 659 Report Rules, then the participant portion of the uncollected Interest is not considered in the Participant Net Pay calculation.
	The PARTICIPANT NET PAY field in the Participant Loan Summary sub-section of the Participant Loan Remittance Detail section will be displayed regardless of the Late Charges or Uncollected Interest fields on the 659 Report Rules.
TOTAL REMAINING PRINCIPAL	The total amount of the loan principal (participant principal + credit union principal = loan balance)
TOTAL REMITTANCE	The participant's total amount of remittance due depending on the options selected on the 659 Report Rules.
	 If the Late Charges field is Y on the 659 Report Rules, then the participant portion of the late charges are included in the Total Remittance. If the Late Charges field is D or N on the 659 Report Rules, then the participant portion of the late charges are not included in the Total Remittance. If the Uncollected Interest field is Y on the 659 Report Rules, then participant portion of the uncollected Interest is considered in the Total Remittance calculation. If the Uncollected Interest field is N on the 659 Report Rules, then participant portion of the uncollected Interest is not considered in the Total Remittance calculation.
ACCRUED INTEREST	The amount of interest that has accrued since the last payment date. If the <i>Accrued Interest</i> field is N on the 659 Report Rules, accrued interest will not be calculated or displayed in the Participant Loan Summary section and Participant Loan Remittance Summary section of the 659 Report.

Participant Loan Remittance Summary

22222-000 REPORT MODEL OFFICE BRAI			PARTICI	PANT LOAN	REMITTANCE	SUMMARY			PAGE 2' DATE 02/29/1
PARTICIPANT: LCF	- LAST CHANCE F	INANCIAL SERVICES		ACTI	VITY FROM 01	/31/16 THROUGH	02/29/1	6	
ACCOUNT	PRIOR MONTH/	PRINCIPAL/	LN PROT/	LATE	NET	ACCT INT/	DAYS	TOTAL	
NOTE	MONTH END BAL	INTEREST	DIS INS	CHARGE	PAYMENT	UNCOLL INT	DELQ		
1179802	16,456.91	351.21	11.59		367.42	6.32	12	367.00	
TX3107	16,117.39	27.80				-0.42			
1179804	12,959.35	312.09	15.08		336.70	17.19	5	336.55	
LA1233	12,647.25	24.61*	59.47			-0.15			
1179817	15,073.52	265.12		0.00	293.80	17.51	365	293.80	
MO 0 40 7	14,808.40	28.68							
TOTAL	44,489.78	1,002.97	26.67	0.00	997.92	41.02		997.35	
	45,573.04	81.09	59.47			0.57			

Report Headings/Fields

The following table describes the unique headings/fields and information found in the Summary section of this report.

Heading/Field	Description
PARTICIPANT	The unique code given the participant followed by the participant name.
ACTIVITY FROM/THROUGH	The reporting period
ACCOUNT	The member account number with the participation loan.
NOTE	The loan note number associated with the participant.
PRIOR MONTH	The participant ending balance at the end of the previous reporting period.
MONTH END BAL	The participant remaining balance for the reporting period.
PRINCIPAL	The sum of the participant's portion of principal in the reporting period for a single loan
INTEREST	The sum of the participant's portion of interest in the reporting period for a single loan
LN PROT	The participant portion of the loan protection insurance added to the loan for the reporting period.
DIS INS	The participant portion of the disability insurance added to the loan for the reporting period.
LATE CHARGE	 The total amount of late charges due the participant. If the Late Charges field is D on the 659 Report Rules, the late charges will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report. The late charges will be included in the Total Remittance, but will not be included in the Participant Net Pay. If the Late Charges field is Y on the 659 Report Rules, the late charges will be displayed in the Participant Loan Remittance Detail section, Participant Loan Summary section, and Participant Loan Remittance Summary section of the 659 Report. If the Include Late Charge check box is selected on the Participant Information dialog box, the late charges will be included in the Participant Net Pay and Total Remittance. If the check box is not selected, late charges are not included in the Participant Net Pay and Total Remittance. If the Late Charges field is N on the 659 Report Rules, the late charges will not be displayed in the 659 Report, nor included in the Participant Net Pay and Total Remittance. The LATE CHARGE column will contain 0.00 in the Participant Loan Remittance Detail section, and the LATE CHARGE column will not appear in the Participant Loan Remittance Summary section. The Include Late Charge check box on the Participant Information dialog box will be disabled.
NET PAYMENT	The net payment amount due the participant.

Heading/Field	Description
	 If the Late Charges field is Y on the 659 Report Rules, then the participant portion of the late charges are included in the Net Payment. If the Late Charges field is D or N on the 659 Report Rules, then the participant portion of the late charges are not included in the Net Payment. If the Uncollected Interest field is Y on the 659 Report Rules, then participant portion of the uncollected Interest is considered in the Net Payment calculation. If the Uncollected Interest field is N on the 659 Report Rules, then participant portion of the uncollected Interest is not considered in the Net Payment calculation.
ACCT INT	The amount of interest that has accrued since the last payment date minus the number of days to the end of the reporting period. Accrued Interest is calculated: participant remaining principal X (participant rate X number of days)/365. The number of days are determined by the last payment date minus the report date. For example, if the last payment date was 09/20/2016 and the report date is 09/28/2016, the number of days would be 8. If the <i>Accrued Interest</i> field is N on the 659 Report Rules, accrued interest will not be calculated or displayed in the Participant Loan Summary section and Participant Loan Remittance Summary section of the 659 Report. System default is N.
UNCOLL INT	The total amount of uncollected interest due the participant. If a payment is received that does not cover interest due (plus FCCBNC) and no other payments are received by the end of the reporting period, the participant's uncollected interest will appear on the report. Uncollected Interest is calculated: participant ending balance X (participant rate/365) X number of days. The number of days is calculated using the accrued interest date + the last payment date. For example, if the Accrued Interest date is 08/31/2016 and the last payment date is 09/20/2016, the number of days would be 20. If the Uncollected Interest field is N on the 659 Report Rules, the PARTICIPANT UNCOLLECTED INTEREST field will be blank.
DAYS DELQ	If the <i>Days Delinquent</i> field is Yon the 659 Report Rules, the days delinquent will be displayed in the Participant Loan Remittance Summary section of the 659 Report. If the <i>Days Delinquent</i> field is N on the 659 Report Rules, the <i>DAYS DELQ</i> column will not appear in the Participant Loan Remittance Summary section of the 659 Report. System default is N.
TOTAL	The participant's total amount of remittance due depending on the options selected on the 659 Report Rules.
TOTAL PRIOR MONTH	The participant's total ending balance at the end of the previous reporting period.
TOTAL MONTH END BAL	The participant's total remaining balance for the reporting period.
TOTAL PRINCIPAL	The sum of a participant's portion of principal for all loans in the reporting period.
TOTAL INTEREST	The sum of the participant's portion of interest for all loans in the reporting period
TOTAL LN PROT	The participant's total portion of the loan protection insurance for the reporting period.
TOTAL DIS INS	The participant's total portion of the disability insurance for the reporting period.
TOTAL LATE CHARGES	The sum of the participant's portion of late charges for all loans in the reporting period
TOTAL NET PAYMENT	The total net payment amount due the participant.
TOTAL ACCT INT	The total amount of interest that has accrued since the last payment date minus the number of days to the end of the reporting period.
TOTAL UNCOLL INT	The sum of the participant's portion of uncollected interest for all loans in the reporting period

Heading/Field	Description
TOTAL	The participant's total amount of remittance due depending on the options selected on the 659 Report Rules.