

Create Your Own Reports in Investor Accounting Manager



The “Create Your Own Reports” screen in Investor Accounting ManagerSM allows you to conduct searches on your portfolio based on loan characteristics and criteria that you choose.

Step	Action	Method
1	Select <u>Create Your Own Report!</u>	Click the paintbrush icon on the left side of the Investor Accounting Manager SM homepage.
2	Select the fields you want in your report.	Select the fields from the Select Fields for your report box. You are limited to a row width of 145 characters to be displayed on the report. See the <i>Used %</i> on the right side of the screen to see how much space you have used. The available fields are listed on the back of this reference.
3	Select the order in which you want the fields to appear in your report.	Select the field to move in the Order of Fields to Display box. Click the Move Up or Move Down arrow to change the order of the field.
4	Filter the report.	Select the filter(s) you wish to use. Either enter the information or use the drop down menus available. If you do not filter your report, the report will display every loan in your portfolio. The available filter options are listed on the back of this reference.
5	Sort the report.	Choose which fields you want sorted first, second, and third. You may choose whether or not you want the information in ascending or descending order, and you have the choice to add subtotals.
6	Generate the report.	Click Generate the Complete Report to compile your selections. You can now view the report.
7	Print the report.	Click Download/Print (on the generated report) to print. The report will appear in PDF file format. Print by clicking the printer icon in Adobe’s tool bar.
8	Download the report.	Click Download to Your Spreadsheet! on the right side of the generated report. The file will be downloaded as a CSV file that can be used in a spreadsheet or database application.

Available Fields

Required:

Freddie Mac Loan Number
Servicer Loan Number

Fields (Alphabetically):

Accounting Cycle
Accelerated Remittance Cycle
(ARC) Days
Accounting Net Yield (ANY)
Accounting Net Yield Effective
Date
Adjustment Rate Round Percentage
Balloon Term Years
Contract Number
Credit Enhancement Collateral
Flag
Detailed Loan Product (DLP)
Due Date Last Paid Installment
(DDLPI)
Exception Code
Exception Date
Exception Interest Due FM
Funding Date
Guarantee Fee
Inactivation Cycle Date
Index Source Code
Last Payment Received Date
(LPRD)
Loan Status Code
Lookback Period
Maturity Date
Monthly Interest Due FM
Mortgage Life Ceiling
Mortgage Life Floor
Mortgage Rate Adjustment
Period
Negative Amortization Balance
Net Margin
Next Adjustment Date
Participation Percentage
Amortization

Participation Negative Amortization
Participation Unpaid Balance
Payoff Acceleration Remittance
Cycle
Periodic Decrease Rate Cap
Periodic Increase Rate Cap
Prepayment Penalty Due FM
Principal Due FM
Proceeds Due Date
Reinstatement Cycle Date
Remittance Due Date
Remittance Option Code
Servicing Fee
Super Accelerated Remittance
Cycle
Unpaid Principal Balance

Filter Options

Accounting Cycle	Filter using a particular cycle (previous, current or next).
FM Loan	Filter using a specific Freddie Mac loan by typing the loan number.
Servicer Loan	Filter using a specific loan by typing the Servicer loan number, or multiple loan numbers separated by a comma.
Loan Status	Filter using certain loan statuses (Active, Delinquent, Foreclosure, REO).
DLP	Filter using detailed loan product type (ARM, Balloon, Cramdown, FHA/VA, Modifications, Multifamily, Second, SFFR).
Remit. Optn. Cd.	Filter using remittance options (ARC, First Tuesday, Gold, Super ARC).
PARC	Filter using PARC status. Select "Yes" if you want to show only PARC loans. Select "No" if you do not want to include PARC loans.
CE Collateral Flag	Filter using credit enhancement flags. Select "Yes" if you want to show only loans with credit enhancement flags. Select "No" if you do not want to include loans with credit enhancement flags.
Exception Code	Filter using certain exception codes (Non exception, Inactive loan, Reinstated loan, Payoff—Matured, Payoff—Prepaid, Payoff—Repurchased, Convertible ARM, Transfer to REO, Third-party Foreclosure, FHA/VA Foreclosure, FHA/VA Third-party Foreclosure Sale, Principal Balance Correction).
Funding Dt.	Filter using the date upon which Freddie Mac took ownership of the loan.
Remittance Due Dt.	Filter using the date upon which proceeds are due to Freddie Mac for liquidations.
Exception Dt.	Filter using the date the mortgage exception occurred during the accounting cycle.