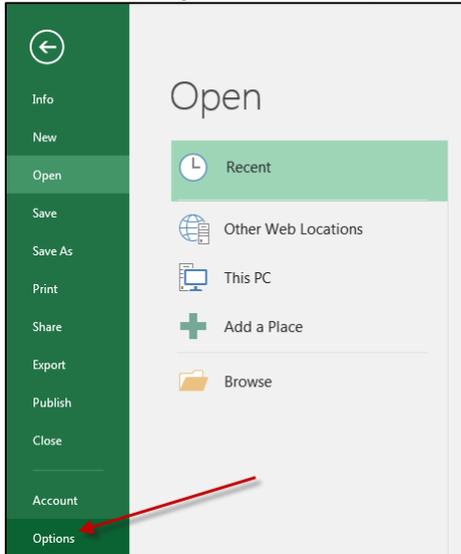
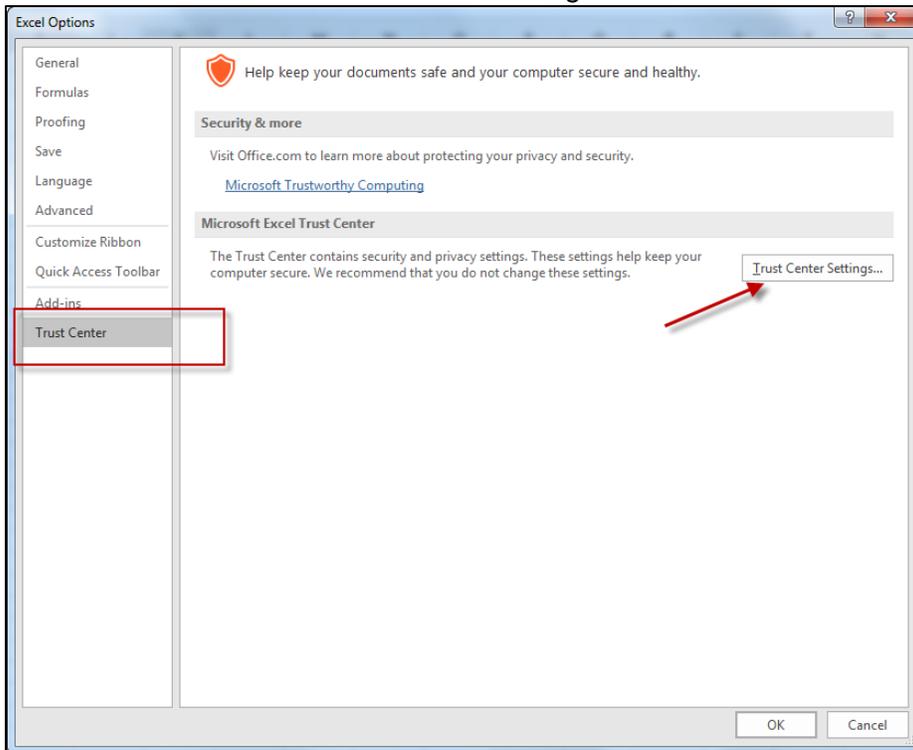


Please follow the instructions outlined in this document if you have trouble editing excel assessments (i.e., AIE, QIE, CREFC, etc.) from the PRS application:

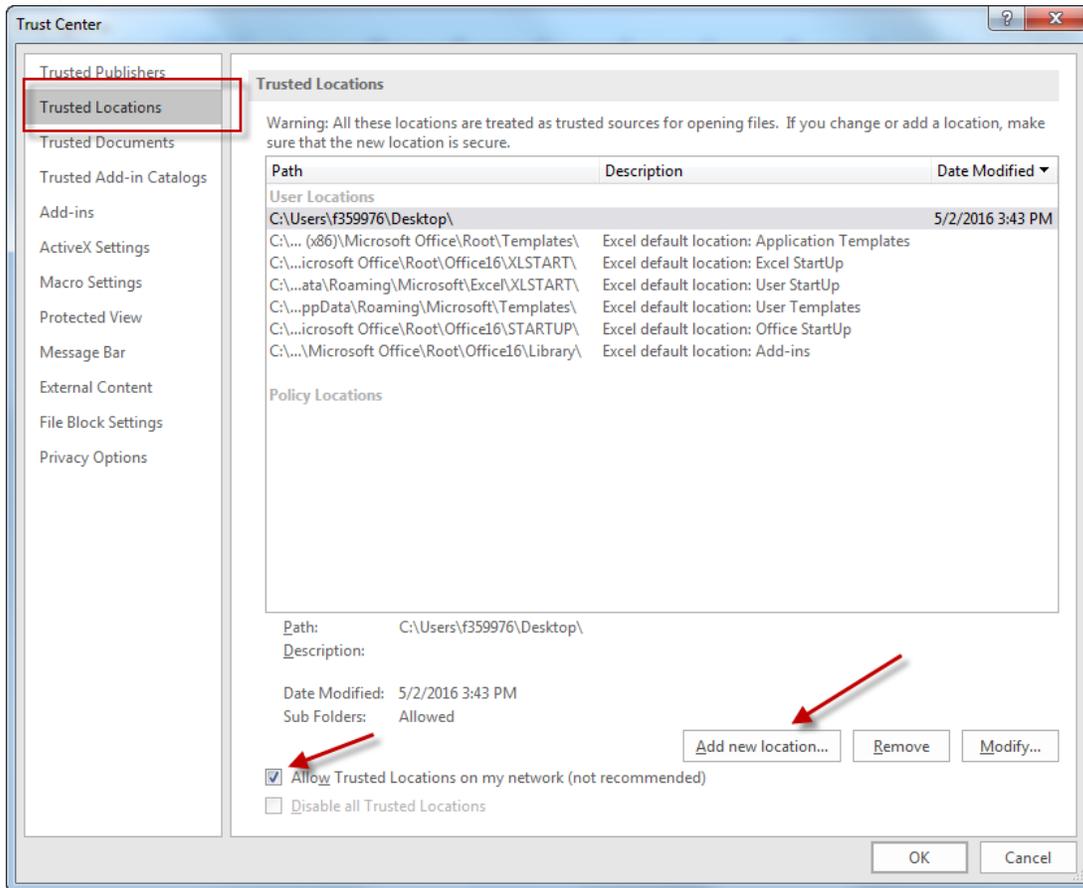
- 1) In Excel, navigate to File->Options



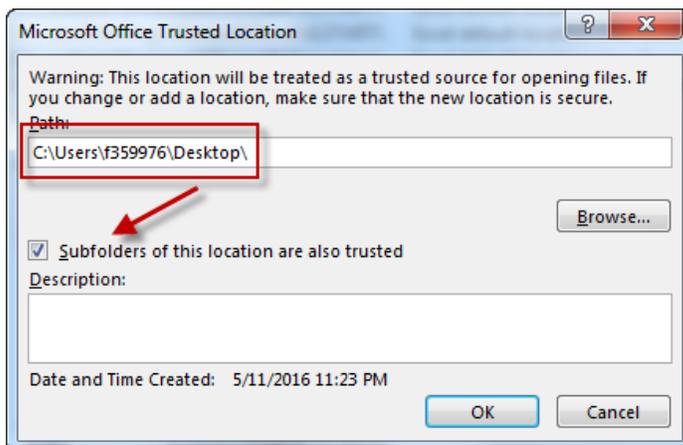
- 2) Click on Trust Center -> Trust Center Settings



3) Next click on Trusted Locations -> Allow Trusted Locations on my network -> Add new Location

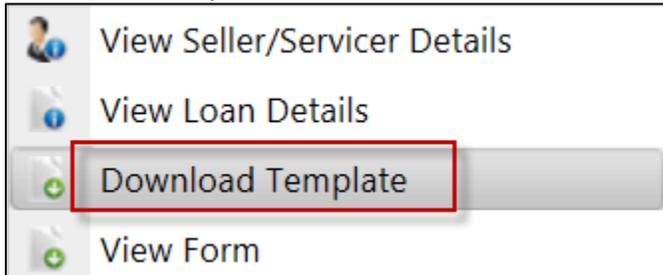


4) Click on Browse to Desktop and check Subfolders of this location are also trusted -> Ok

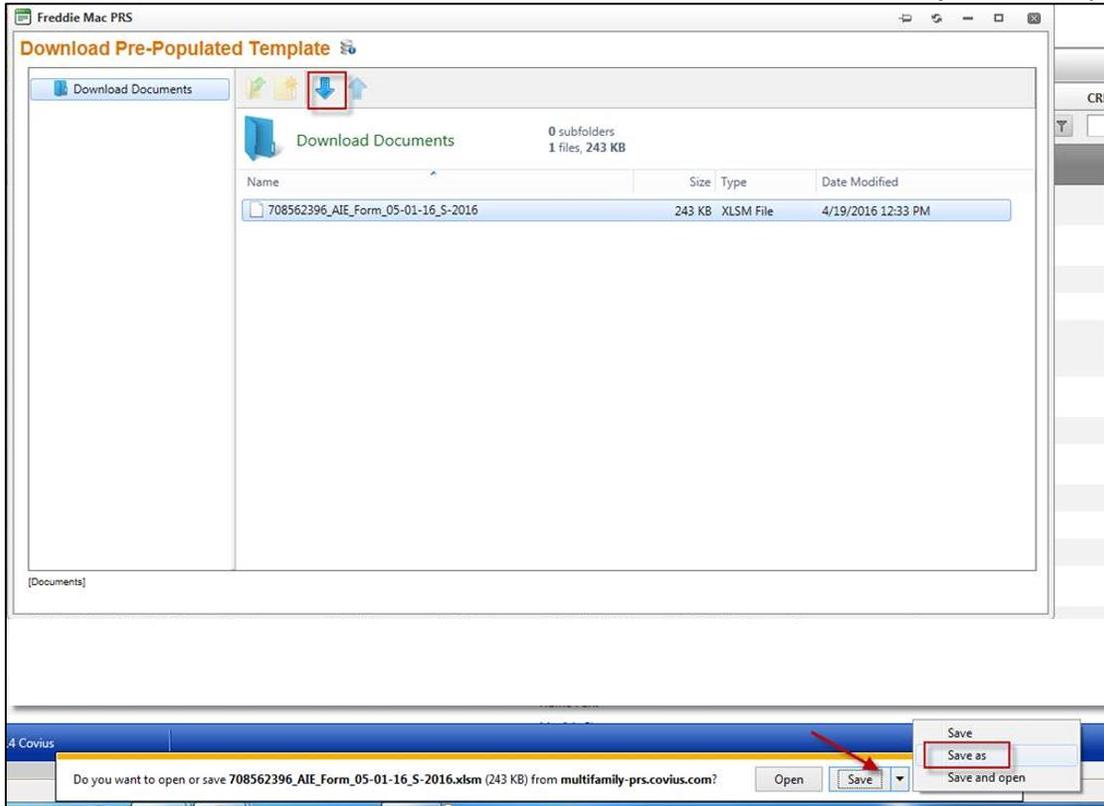


Once the above steps are complete, please download a pre-populated form from PRS and save it as follows:

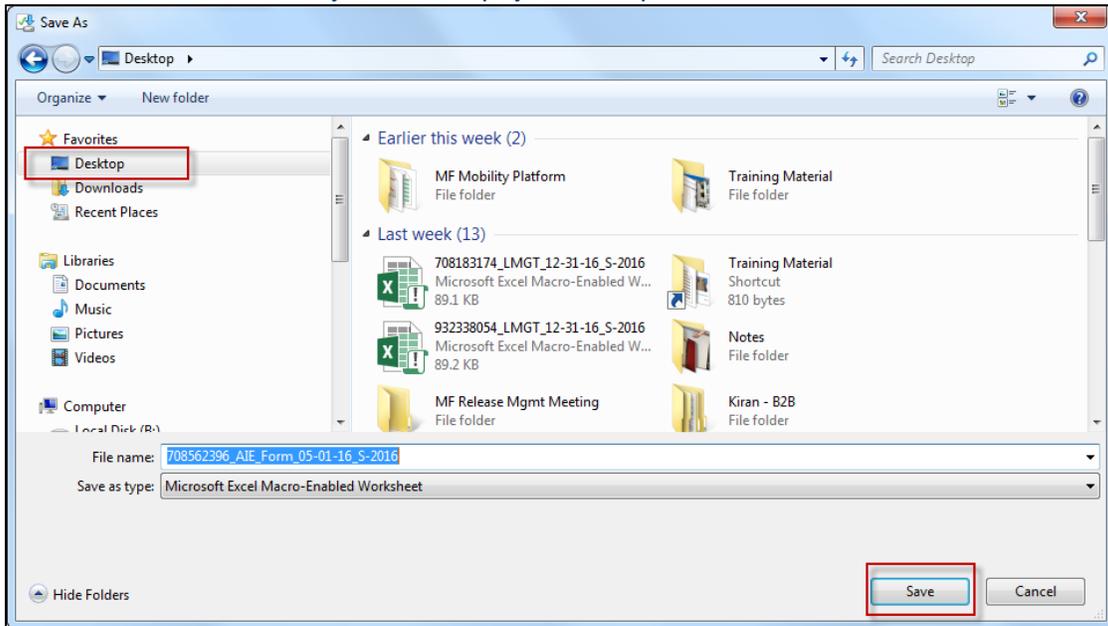
1. Go to the Assessment queue (e.g. Annual Financial -> Due queue) and right click to select "Download Template" for one of the loans



2. Click on the "Down" arrow and select Save – Save as to save the file on your desktop



3. Once the file is saved on your desktop, you can open and edit



If you have any questions, please contact the MF Service Desk at 1-866-MULTI-FM or mf_service_desk@freddiemac.com.