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LA Pro Reports
As of Version 10.13 dated June 8, 2010

1. *Ad Hoc Reports* let you produce on-the-fly reports based on one table. You can use the Find feature to tailor your report results.

2. *Aging Report* is an overview of loans and their delinquency relative to the LA Pro system date. The report shows this information:
   - Customer name
   - Loan ID
   - Principal Balance
   - Amounts that are 1 to 30 days overdue, 31 to 60 days overdue, 61 to 90 days overdue, and more than 90 days overdue. Loans that are not overdue are also shown.
   - Total amount that is overdue for each loan
   - Grand totals

3. *Amortization Schedules* show the amount of each scheduled loan payment that is expected to be applied to principal and interest (and fees if selected) over the life of the loan and also the unpaid principal balance remaining after each scheduled loan payment is made.

4. *Audit Letter* - The audit letter is designed to be printed and mailed to each customer to verify their loan information as of a certain date. The letter shows this information for each loan:
   - Date of note
   - Maturity date
   - Principal balance
   - Collateral
   - Interest rate (current)
   - Unpaid interest (current)
   - Date interest is paid to
   - Interest rate (deferred)
   - Unpaid interest (deferred)

5. *Balance Activity Report* provides the following information:
   - Customer ID
   - Loan ID
   - Payment type
   - Beginning loan balance as of the begin date you specify
   - Principal paid during the reporting period
   - Ending loan balance as of the end date you specify
   - Accruing loan balance as of the end date you specify
   - Interest paid during the reporting period
   - Fixed base rate

6. *Base Rate History Report* provides information about each rate maintained with the Rates option and shows the description, effective date, and rate for each Base Rate Code.

7. The *Batch Amortization Schedules* option offers two ways to print amortization schedules:
   - Print amortization schedules for newly re-amortized loans.
   - Print amortization schedules for loans by Payment Type regardless of whether they have been re-amortized.

8. The *Batch Processes Log* is a report of what happens when a batch of processes is run. It identifies the batch name, the start and stop times of the job, the processes in the batch, the parameters for each process, and what happened when each process was run.

9. *Billing History Report* provides this information about loans for which bills have been generated and updated:

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- Customer ID, name
- Facility ID
- Loan ID
- Due date
- Current principal, interest, fee, and other amounts due
- Past due principal, interest, fee, and other amounts
- Total due

Information is printed on the report for loans with a bill status of History. You must generate bills and update billing information in order for a loan's billing history to appear on this report.

10. The *Borrower Statement* of Account describes a loan's terms and balances and activity relevant to the loan. This information is provided:
    - Borrower account identification, interest this period, statement period
    - Loan terms and balances: Maturity, note rate, next payment due date, regular payment amount, payment frequency, principal balance, accruing balance, unpaid charges, and unpaid interest
    - Loan activity: Effective date, post date, reference, total received, distribution of interest, principal, late charges, and principal balance

11. The *Check Printing* option allows you to print these types of checks:
    - Dealer disbursement
    - Escrow disbursement
    - Escrow refund
    - Loan disbursement
    - Participant Remittance. You have the choice of subtracting or not subtracting participant service fees from participant remittance checks.

    The Check Printing option lets you preview checks before you print them and print them without previewing them. Checks are printed on blank checks you provide.

12. *Collateral History Report* displays information about changes that have been made to some of the fields on the collateral records.
    The report provides this information:
    - Customer ID, Facility ID, Loan ID
    - Description - New value in the Description 1 field on the Collateral record.
    - Collateral ID
    - Date of change - Date the Collateral record was changed.
    - Collateral Code - New value in the Collateral Code field.
    - Reference Number - New value in the Reference Number field
    - Original Value, Previous Value - New amount in the Original Value field and previous amount
    - # of units, Previous Value - New number in the Number of Units field and previous number
    - Date booked, Previous Value - New date in the Date Booked field and previous date

13. *Collateral Margin Analysis* reports are exception reports that identify under-collateralized facilities and loans. These two versions of the report are available: Facility Collateral Margin Analysis and Collateral Margin Analysis.
    - The Facility Collateral Margin Analysis report shows all facilities whose sum of Collateral Present Values is not within this percentage of the facility's Commitment.
    - The Collateral Margin Analysis report shows all loans whose sum of Collateral Present Values is not within this percentage of the loan's Principal Balance.

14. *Collateral Margin Analysis Short Form* report is an exception report that identifies under-collateralized facilities and loans. This report is similar to the Collateral Margin Analysis Report.
    This information is provided:
    - Loan number
    - Customer name
    - Total %
    - Commitment or principal balance

- Due date
- Total market value

15. *Collateral Report* displays the values of securities, stocks, certificates of deposit, and other information you maintain using the Collateral option. This information is provided:
    - Customer, facility, and loan identification
    - Collateral identification
    - Original and present collateral values
    - Number of units, price per unit, serial number
    - Date booked, expiration, CUSIP number

16. *Commitment Report* provides this information for each loan:
    - Customer ID, customer name
    - Loan ID
    - Date of loan
    - Principal Balance
    - Commitment

17. The *Coupon Books* option allows you to print the loan payment coupon books. LA Pro prints the loan payment information on pre-printed coupons supplied by the banking organization.

18. *Credit Union Income Summary* shows participant service fees earned and paid for a given period of time. This information is provided:
    - Credit Union ID - Participant ID
    - Credit union name - Participant business/last name.
    - Number of participant loans
    - Volume of loans outstanding - Sum of outstanding participant loan balances on end date of reporting period.
    - Origination fee paid - Sum of origination fees paid by the participant during the date range of the reporting period.
    - Service fee accrued - Sum of service fees accrued by the participant during the date range of the report.
    - Service fee receivable - Sum of service fee receivable up to the end date of the reporting period.
    - Total income - Sum of origination fee and service fee paid.
    - Grand total

19. The *Currency Master List* shows this information about Currency records, which you create using the Currencies option:
    - Currency Code
    - Symbol
    - Description
    - FX rate
    - Symbol Position
    - Decimal Symbol
    - Decimal Places
    - Digit Grouping Symbol

20. *Custom Billing Balance Check Report* is used with the Custom Billing feature. It identifies discrepancies between a loan's principal balance and the sum of the principal payments on the custom billing schedule. Discrepancies can be caused by adding a loan with custom billing and not completing the custom billing schedule or by making a loan disbursement to a loan with a custom billing schedule and not updating the custom billing schedule.
    The report shows loans with a principal balance that is different from the sum of the principal billing amounts on the custom billing schedule. The principal balance on the report is the principal balance on the Loan record. The sum of billing amount on the report is the sum of the principal payments on the custom billing schedule.

21. The *Customer Balance Inquiry* option displays information about customers, facilities, and loans and their balances. Customer information includes customer name and contact name and phone numbers, commitment cap, commitment, available, and used amounts and number of facilities and loans associated with the customer. The total number of loans and the number of active loans associated with the customer are also displayed.
    Facility information includes commitment, available, and used amounts, facility active and expiration dates; and number of loans associated with the facility. The total number of loans and the number of active loans associated with the facility are also displayed.
    Loan information includes principal and accruing balances, date of loan, and maturity date.
    The information can be viewed on your computer screen and printed.

22. *Customer Delinquency Report* provides information about delinquent loans, late fees, other fees, and escrow for each customer. This information is provided:
    - Customer name and Customer ID
    - Date last paid, amount last paid
    - Loan ID, type, purpose, GL Code
    - Principal balance
    - Due date
    - Principal and interest due
    - Late fee due
    - Other fees due
    - Escrow due
    - Penalties
    - Total due

23. *Customer Master List* provides the Customer ID and name, federal identification number, branch, officer, and address information for each customer in the LA Pro database.

24. *Daily Delinquency Report* provides this information about each delinquent loan:
    - Customer name, Customer ID, Loan ID
    - Date of loan, loan type
    - Original loan amount, current balance
    - Date last paid effective date, last paid posted date, amount last paid
    - Days delinquent, oldest due date
    - Billing amount, total past due
    - Past due principal, past due interest, past due late fee

25. *Deferred Fees and Cost Report* - Provides this information about deferred fees and costs:
    - Customer ID, Facility ID, Loan, ID, Fee ID
    - Customer name, branch, officer, purpose
    - GL Code, serial number, type, accrual basis
    - Begin date, end date, accumulated to date
    - Day Code, Effective yield percentage, daily accrual
    - Gross amount, direct cost, net deferred amount
    - Unrealized, realized, realized month to date, realized year to date

26. *Deferred Fees and Cost History Report* - Provides this information about deferred fees and costs as of a user-specified date:
    - Customer ID, Facility ID, Loan, ID, Fee ID
    - Customer name, branch, officer, purpose
    - GL Code, serial number, type, accrual basis
    - Begin date, end date, accumulated to date
    - Day Code, Effective yield percentage, daily accrual
    - Gross amount, direct cost, net deferred amount
    - Unrealized, realized, realized month to date, realized year to date

27. *Delinquency Notices* is a report that notifies customers that a loan payment is past due.

28. *Demand Review Report* shows loan payments made in either the current fiscal or calendar year, and it shows collateral associated with the loans. The report provides this information:
    - Name, address
    - Customer ID, Facility ID, Loan ID
    - GL Code, branch, officer
    - Loan type, interest basis, loan purpose
    - Classification, billing cycle, collateral value differential percentage
    - Day Code, Revolver Code, Sequence Code
    - Date of loan, maturity date, last payment effective date
    - Base rate, spread, current rate
    - Commitment, available, principal balance
    - Interest receivable, late fee balance, billing amount

29. *Escrow Analysis Disclosure Statement* shows all of the payments which are expected to be deposited into an escrow account and all of the disbursements which are expected to be made from an escrow account during the year ahead. The Real Estate Settlement Procedures Act (RESPA) requires servicers to provide these statements to borrowers within 45 days of the closing of a loan that has escrow.

30. *Escrow Review Listing* is a snapshot of all escrow account information in LA Pro. Provides this information:
    - Customer ID, Facility ID, Loan ID, GL Code, Address ID
    - Escrow ID, Item Value, Stop Disbursement Transactions, Escrow Type, Description
    - Bill Cycle, Account Balance, Unpaid Balance
    - Next Bill Date, Base Rate Code, Bill Amount Code, Bill Percentage, Bill Amount
    - Analysis ID, Annual Cycle Code, Next Analysis, Last Disclosure Sent, Accumulate To
    - Reserve Amount Code, Reserve Percentage, Reserve Amount, Statement Start Balance, Low Balance Limit
    - Surplus/Shortage, Number of Repayments, Surplus Code, Shortage Code, Deficiency Code
    - Pay Positive Interest, Base Rate Code, Positive Spread, Positive Interest Rate, Interest Payable
    - Pay Negative Interest, Base Rate Code, Negative Spread, Negative Interest Rate, Day Code
    - Scheduled disbursements
    - Projected disbursements

31. *Escrow Transaction Detail Report* shows initial escrow deposits and escrow payments.

32. *Facility Balance Report* provides this information about each facility:
    - Facility ID
    - GL Code, Revolver Code, Bill Print Code, Day Code
    - Active and expiration dates of the facility
    - Original and current commitment amounts
    - Original and unavailable amounts
    - Current available amount
    - Current used amount
    - Grand totals
    - Number of facilities

33. *Facility Fee Loan Report* provides this information about customer- and participant-level facilities, fees, and loans:
    - Customer identification, facility identification, participant facility identification
    - Customer name, officer, branch
    - GL Code, type
    - Active date, maturity date, Revolver Code

- Day Code, performing status, Rate Code
- Fixed base rate, spread, rate
- Principal, interest, late fee
- Interest month-to-date, original commitment
- Commitment, available, fee receivable

34. *Fee Balance Report* provides this information about each fee:
    - Fee identification
    - Fee type and rate
    - Beginning and ending dates
    - GL Code and Day Code
    - Performing status and fee purpose
    - Fee receivable amount
    - Fixed fee amount
    - Fee earned month to date
    - Fee basis balance
    - Daily accrual

35. *Fee Delinquency Report* provides this information about each delinquent fee:
    - Fee identification
    - Fee type, purpose, serial number, and GL Code
    - Fee receivable, oldest due fee, oldest aging fee, and billing cycle
    - Fees that are 1 to 15 days delinquent, 16 to 30 days delinquent, 31 to 60 days delinquent, 61 to 90 days delinquent, and over 90 days delinquent
    - Grand totals

36. *Fee Payments MTD Report* provides information about fee payments made for the month to date. Payment information is reported up to 1 day prior to the day on which you run the report.

37. *Fee Payments FTD Report* provides this information about each fee payment made from fee inception to date:
    - Customer ID, Fee ID
    - Customer name, Loan ID
    - GL Code, fee purpose
    - Fee type
    - Fees paid to date

38. *Fee Payments YTD Report* provides this information about each fee payment made for the year to date:
    - Customer identification
    - Facility identification
    - Loan identification
    - Facility fees paid for the year to date
    - Loan fees paid for the year to date
    - Subtotals and grand totals
    - Payment information is reported up to 1 day prior to the day on

39. *Fee Payments Report* provides this information about each fee payment:
    - Customer identification
    - Facility identification
    - Loan identification
    - Facility fees paid to date
    - Loan fees paid to date
    - Subtotals and grand totals

40. *Forecast Report* projects loan payments by month and year for a maximum of 98 years beginning from 1/1/1970 through 12/31/2067.

The report prints 7 years per page. Each year, beginning with the start date's year, is projected in its entirety, which means the report displays months 1 through 12 for all 7 years regardless of the number of payments being forecast.

41. *GL Account Balance Report* provides this information about general ledger accounts:
    - GL account
    - GL Code
    - Description
    - Previous balance
    - Debit and credit amounts
    - Ending balance

    The General Ledger Account Balance Report only shows correct beginning and ending balances and correct debits and credits for the reporting period if no general ledger transaction (GLTR) records have been purged. This report is of little use if GLTR records have been purged.

42. *GL Transaction Listing* provides this information about general ledger transactions:
    - Transaction number
    - General ledger account number
    - General Ledger Code
    - Effective and posted dates
    - Debit and credit amounts
    - Loan ID
    - Fee ID
    - Transaction type
    - Subtotals for each account type such as interest receivable, interest income, etc.
    - Grand totals

43. *Guarantor Report* provides this information about guarantors:
    - Guarantor name and description
    - Guarantor ID
    - Loan ID and principal balance
    - Customer name
    - Percentage of guarantee
    - Guaranteed amount
    - Type (guarantor or co-borrower)
    - Guaranteed balance

44. The *History Brief* features display an abbreviated loan or participant loan transaction history. There are several History Brief features such as Loan History Brief, Escrow History Brief, Unsettled Facility Fee Bills Brief, Unsettled Fee Bills Brief, Unsettled Loan Bills Brief, and Participant Loan History Brief. You can view the abbreviated history, print it, and invert the order in which it appears. You can also view the individual history records and reverse transactions.

45. *History Reports*. There are numerous types of history reports:
    History reports can be run from the History menu and from Reports in the Directory.
    History reports on the History menu:
    - Customer Consolidated Bill History
    - Deferred Fee/Cost History Report
    - Escrow History Report
    - Facility History Report
    - Fee History Report
    - History for Escrow
    - Loan Delinquency Notice History
    - Loan History Report
    - Loan Bill History
    - Participant Facility History Report

- Participant Fee History Report
- Participant Loan History Report
- Rates History
- Service Fee History

Each type of history report provides a complete audit trail of what has occurred during the period specified by the user to the type of record being processed.

46. The *Interest Accrual Report* shows the following information for all active loans:
    - Customer ID, Customer name
    - Loan ID
    - Bill Cycle Code
    - Days/Year Code
    - Next Bill Cut Date
    - Accrual Rate
    - Principal Balance
    - Accrued Receivable
    - Interest Earned MTD
    - Daily Accrual
    - Interest Last Billed
    - Prior Bill Adjustment

47. *Interest Receivable Balance Report* identifies loans whose current interest receivable is different than the sum of the previous interest receivable plus the general ledger transaction for interest accrual that is created by day end cycling.
    This report should be run immediately after day end cycling is run.
    This information is provided:
    - Loan ID
    - Previous interest receivable
    - GLTR interest accrual
    - Today's interest receivable
    - Out of balance

48. *Interest Statement Report* provides a summary of the amount of interest paid for the current or previous year by either Customer ID, Customer Name, Facility ID, Loan ID, GL Code.

49. *Invoices* are available in various different formats and can be customized using your logo and custom fields.

50. *Invoice Exception Report* provides a list of loans that are billing an amount that is not in line with what is currently in Interest Receivable. This report must be run before Bill Update.

51. *Invoice Register* provide a list of all loans that been billed during this billing run along with the details of how much each was billed. This report must be run before the Bill Update.

52. *IRS Form 5498* , IRA Contribution Information, is used to report the fair market value, any rollovers, and any contributions made to traditional IRAs, Roth IRAs, SEP-IRAs, or SIMPLE IRAs and recharacterizations of an IRA contribution to the IRS.

53. *IRS Form 1098*, Mortgage Interest Statement, is used to report interest paid for the year to the IRS.

54. IRS *Form 1099-C*, Cancellation of Debt, is used to report chargeoffs of loan principal to the IRS.

55. *IRS Form 1099-INT*, Interest Income Statement, is used to report the amount of interest each investor has been paid on a given loan for a given calendar year to the IRS.

56. *Late Fee History Report* lists all transactions that affected the late fee during the specified date range. These transactions include rate changes, late fee disbursements, late fee payments, late fee waivers, and late fee charge-offs. The following information is provided:

- Loan ID
- Customer ID, Customer name
- History ID of the transaction
- Effective Date of the transaction
- Posting Date of the transaction
- Synopsis and Description of the transaction
- Late Fee Amount of the transaction
- Loan Rate associated with the transaction
- Late Fee Balance resulting from the transaction

57. *Loan Analysis Report* – The Loan Analysis Report provides this information:
- Business Name
- GL Loan ID
- Loan ID
- Loan Officer
- Original Commitment
- Principal Balance as of the end date minus one day
- Average Principal Balance
- Income - Interest earned from the date range, up to and not including the end date.
- Average Rate

58. *Loan Balance Check* identifies loans whose principal and scheduled balances cannot be reconciled; that is, the current balance is different than balance in history.

59. *Loan Charge Off Report* lists this information about loans, late fees, and loan-level Other fees that have been charged off:
- Customer ID, facility ID, Loan ID
- Customer name, description, Fee ID
- Branch, officer, GL Code
- Interest receivable, charge off date, posting date
- Principal charge off amount (Principal on the report), late fee charge off amount (Late Charge), and loan-level Other fee charge off amount (Loan Fee)

60. *Loan Delinquency Report* shows this information about each delinquent loan:
- Loan identification
- Officer and branch
- Loan type and billing cycle
- Principal balance, interest receivable, oldest due, oldest aging
- Loans that are 1 to 15 days delinquent, 16 to 30 days delinquent, 31 to 60 days delinquent, 61 to 90 days delinquent, and over 90 days delinquent with principal, interest, and late fees overdue for each loan
- Grand totals

61. *Loan Disbursements LTD Report* provides this information about loan disbursements made from loan inception to date:
- Customer ID, customer name
- Facility ID, Loan ID, branch, GL Code
- Loan draw to date, other draw to date, escrow draw to date, and total draw for the loan to date
- Grand totals

62. *Loan Disbursements MTD Report* provides this information about loan disbursements made for the month to date:

- Customer ID, customer name
- Facility ID, Loan ID, branch, GL Code
- Loan draw, other draw, escrow draw, and total draw for the month to date
- Grand totals

63. *Loan Disbursements YTD Report* provides this information about loan disbursements for the year to date:
    - Customer ID, customer name
    - Facility ID, Loan ID, branch, GL Code
    - Loan draw, other draw, escrow draw, and total draw for the year to date
    - Grand totals

64. *Loan Disbursements Report* provides this information about loan disbursements:
    - Customer ID, customer name
    - Facility ID, Loan ID, branch, GL Code
    - Loan draw, other draw, escrow draw, and total draw
    - Grand totals

65. *Loan Ledger Report* shows a loan's terms, payment schedule, and statistics. The three sections of the report provide this information:
    - Loan terms - Account name, address, type, amount financed, finance charge, total payments, number of payments, amount of payments, note date, maturity date, date assigned, date purchased, assigned to, tax ID number, rate, phone numbers, and collateral type.
    - Payment Schedule - Date payment was received (posted), paid to date (effective date), amount received, late charge, NSF paid, interest charge, principal applied, and principal balance.
    - Statistics - Principal balance, unpaid interest, payments due, payoff today, next due date, principal paid, late charges paid, NSF charges paid, interest paid this year, interest paid overall, totals.

66. *Loan Payments LTD Report* provides this loan payment information from loan inception to date:
    - Customer ID, facility ID, Loan ID and customer name
    - Branch, GL Code
    - Payments applied to principal, escrow, interest, prepayment penalties, late fees, and Other fees for the loan to date
    - Grand totals

67. *Loan Payments MTD Report* provides this loan payment information for the month to date:
    - Customer ID, facility ID, Loan ID and customer name
    - Payments applied to principal, interest, late fees, and Other fees for the month to date
    - Grand totals
    - Payment information is reported up to 1 day prior to the day on which you run the report.

68. *Loan Payments YTD Report* provides this year-to-date loan payment information:
    - Customer ID, facility ID, Loan ID and customer name
    - Payments applied to principal, interest, late fees, and Other fees for the loan in the year to date
    - Grand totals
    - Payment information is reported up to 1 day prior to the day on which you run the report.

69. *Loan Payments Report* Provides this loan payment information:
    - Customer ID, facility ID, Loan ID and customer name
    - Payments applied to principal, interest, late fees, and Other fees
    - Grand totals

70. *Loans Outstanding Report* shows all loans that had an outstanding principal balance or had principal activity during the reporting period. Provides this information:
    - Customer, facility, and loan identification
    - Officer, branch, and customer name
    - GL Code and loan type
    - Active date, maturity date, and revolver Code
    - Day Code, performing status, and Rate Code
    - Fixed base rate, spread, rate
    - Principal, late fee, and interest month to date
    - Commitment and available amounts
    - Beginning balance, debit amount, credit amount, and ending balance

71. *Loans To One Borrower* – The Loans To One Borrower report shows all of the loans made to a borrower (customer) and the loans that are guaranteed by that borrower or other customers. Participant information is also provided. This information is provided:

    - Borrower Number - Customer ID or Participant ID
    - Borrower Name - Customer name or participant name. A C beside the name means it is a borrower's name. A G beside the name means it is a guarantor's name. A P beside the name means it is a participant's name.
    - Loan Number - Loan ID
    - Credit Limit - Facility commitment or participant facility commitment
    - Guaranty Percentage - Percentage of the loan that is guaranteed
    - Original Amount - Loan's original amount or participant loan's original amount
    - Available Balance - Facility's available balance or participant facility's available balance
    - Revolver Code - Facility's Revolver Code
    - Loan Balance - Loan's principal balance or participant loan's principal balance
    - Aggregate Debt - If the loan is a non-revolver (the facility's Revolver Code is C or N) and the loan is fully drawn, the Aggregate Debt is the loan's principal balance. If the loan is a non-revolver and the loan is not fully drawn, the Aggregate Debt is the facility's original commitment amount. If the loan is a revolver (the Facility's Revolver Code is R), the Aggregate Debt is the facility's original commitment amount.
    - Subtotals - Customer subtotals for each credit limit, original amount, available balance, loan balance and aggregate debt. The information displayed beside "Subtotal" is from the Fed Ident field on the Customer record.
    - Part Subtotals - Participant subtotals, sold and net, for each credit limit, original amount, available balance, participant loan balance, and aggregate debt

72. The *Loan Waiver Month to Date Report* provides this loan waiver information:
    - Customer ID, Customer name, Facility ID, Loan ID, branch, GL Code
    - Waivers of interest, late fees, penalties, principal, and total waived for the month to date
    - Waiver information is reported up to 1 day prior to the day on which you run the report.

73. The *Loan Waiver Year to Date Report* provides this loan waiver information:
    - Customer ID, Customer name, Facility ID, Loan ID, branch, GL Code
    - Waivers of interest, late fees, penalties, principal and total waived for the year to date
    - Waiver information is reported up to 1 day prior to the day on which you run the report.

74. The *Loan Waiver Loan to Date Report* provides this loan waiver information:
    - Customer ID, Customer name, Facility ID, Loan ID, branch, GL Code
    - Waivers of interest, late fees, penalties, principal, and total waived for the loan to date
    - Waiver information is reported up to 1 day prior to the day on which you run the report.

75. The *Loan Waiver Report* provides this loan waiver information:
    - Customer ID, Customer name, Facility ID, Loan ID, branch, GL Code
    - Waivers of interest, late fees, penalties, principal, and total waived

- Waiver information is reported up to 1 day prior to the day on which you run the report.

76. The *Maturing Loan Report* shows all loans that will be maturing in the given month. The following information is available on the report: Customer ID, Customer Name, GL Code, Loan ID, Maturity Date, Interest Rate, Principal Balance, Interest Receivable, Late Fee Balance, and Other Fee Balance.

77. *New Loan Report* shows all loans that have been created during the entered timeframe. The following information is available on the report: Loan ID, Participant ID, First/Last Business Name, Customer ID, Date of Loan, Maturity Date, Commitment, Rate, and Principal Balance.

78. *Notes Report* shows this information about all notes created using the Notes option or the Notes button:
    - Customer ID and name
    - Facility ID
    - Loan ID and Fee ID
    - User ID
    - Note date
    - Note text

79. *Notice of Rate Change Report/Letter* provides the customer with a notification that some aspect of their rate has changed. A standard letter format is provided but customers do customize to format the output on their letterhead or to add additional information.

80. *Paid Loan Report* provides a list of all loans that have been paid down. The following information is available on the report: Customer ID, Customer Name, Loan ID, Active Date, Maturity Date, Original Balance, Date it Last Went to Zero and the Paid off Date. The user can choose to sort the report by Customer ID or Loan ID.

81. *Paid Unsettled Brief Report* provides this information about what has been paid on customers' unsettled loan bills:
    - Customer ID, Facility ID
    - LoanID, GL Code
    - Due Date
    - Payment Effective Date
    - Paid principal, interest, late fee, penalty amounts. Only the amounts that been paid are shown.
    - Total paid

82. *Participant Deferred Fees/Cost Report* shows this information about participant deferred fees and costs:
    - Participant ID, percentage, Fee ID, serial number
    - Investor name, branch, officer, purpose
    - GL Code, type, accrual basis
    - Begin date, end date, accumulated-to date
    - Day Code, effective yield percentage, daily accrual
    - Gross amount, direct cost, net deferred amount
    - Unrealized amount, amount realized, amount realized month to date, amount realized year to date
    - Grand totals

83. *Participant Delinquency Report* shows information about the participants' share of delinquent loans. The report provides this information:
    - Customer name, Customer ID, date last paid, amount last paid
    - Loan ID, type, purpose, GL Code
    - Principal balance
    - Phone number
    - Due date
    - Principal, participant interest, late fees, fees, escrow, penalties, total due
    - Customer name

84. *Part Loan Balance Check Report* identifies participant loans whose principal and scheduled balances cannot be reconciled, which means the current balances are different than the balances in history. The report provides this information:
    - Loan ID
    - Principal balance
    - Accruing balance
    - Scheduled balance changes
    - Past due principal
    - Principal balance in the participant loan's history
    - Accruing balance in the participant loan's history
    - This report is similar to the Loan Balance Check Report.

85. *Participant Loan Disbursement LTD Report* shows this information about participant loan disbursements from inception to date:
    - Participant ID, participant name
    - Customer ID, Facility ID, Loan ID, GL Code
    - Loan draw to date (TD), other draw TD, escrow draw TD, and total draw TD
    - Grand totals

86. *Participant Loan Disbursements MTD Report* shows this information about participant loan disbursements for the month to date:
    - Participant ID, participant name
    - Customer ID, Facility ID, Loan ID, GL Code
    - Loan draw month to date (MTD), other draw MTD, escrow draw MTD, and total draw MTD
    - Grand totals

87. *Participant Loan Disbursement YTD Report* shows this information about participant loan disbursements for the year to date:
    - Participant ID, participant name
    - Customer ID, Facility ID, Loan ID, GL Code
    - Loan draw year to date (YTD), other draw YTD, escrow draw YTD, and total draw YTD
    - Grand totals

88. *Participant Loan Disbursement Report* shows this information about participant loan disbursements:
    - Participant ID, participant name
    - Customer ID, Facility ID, Loan ID, GL Code
    - Loan draw, other draw, escrow draw, and total draw for the participant loan
    - Grand totals

89. *Participant Loan Payments LTD Report* provides this information about money owed to participants from loan inception to date:
    - Participant ID, participant name
    - Customer ID, Facility ID, Loan ID and GL Code
    - Payments applied to principal, interest, late fees, and Other fees from loan inception to date
    - Grand totals

90. *Participant Loan Payments MTD Report* provides this information about money owed to participants for the month to date:
    - Participant ID, participant name
    - Customer ID, facility ID, Loan ID and GL Code
    - Payments applied to principal, interest, late fees, and Other fees for the month to date
    - Grand totals

91. *Participant Loan Payments YTD Report* provides this information about money owed to participants for the year to date:

- Participant ID, participant name
- Customer ID, facility ID, Loan ID and GL Code
- Payments applied to principal, interest, late fees, and Other fees for the year to date
- Grand totals

92. *Participant Loan Payments Report* provides this information about money owed to participants:
    - Participant ID, participant name
    - Customer ID, facility ID, Loan ID and GL Code
    - Payments applied to principal, interest, late fees, and Other fees for the loan to date
    - Grand totals

93. *Participant Loan Trial Balance Report* shows this information about all deals a participant is involved in:
    - Participant ID, percentage, Loan ID
    - Officer, branch, customer name
    - GL Code, loan type
    - Active date, maturity date, Revolver Code
    - Day Code, performing status, Rate Code
    - Fixed base rate, spread, rate
    - Principal balance, interest, late fee
    - Accruing balance, interest month to date, daily accrual
    - Commitment, available, original commitment

94. The *Participant Loan Waiver Month to Date Report* provides this loan waiver information:
    - Participant ID, Participant Name, Customer ID, Facility ID, Loan ID, GL Code
    - Waivers of interest, late fees, penalties, principal, and total waived for the month to date
    - Waiver information is reported up to 1 day prior to the day on which you run the report.

95. The *Participant Loan Waiver Year to Date Report* provides this loan waiver information:
    - Participant ID, Participant Name, Customer ID, Facility ID, Loan ID, GL Code
    - Waivers of interest, late fees, penalties, principal and total waived for the year to date
    - Waiver information is reported up to 1 day prior to the day on which you run the report.

96. The *Participant Loan Waiver Loan to Date Report* provides this loan waiver information:
    - Participant ID, Participant Name, Customer ID, Facility ID, Loan ID, GL Code
    - Waivers of interest, late fees, penalties, principal, and total waived for the loan to date
    - Waiver information is reported up to 1 day prior to the day on which you run the report.

97. The *Participant Loan Waiver Report* provides this loan waiver information:
    - Participant ID, Participant Name, Customer ID, Facility ID, Loan ID, GL Code
    - Waivers of interest, late fees, penalties, principal, and total waived
    - Waiver information is reported up to 1 day prior to the day on which you run the report.

98. The *Participant Master List* provides the Participant ID and name, federal identification number, branch, officer and address information for each participant maintained using the Participants option.

99. The *Participant Monthly Statement* provides a snapshot to the participant of what is due to them during the month. The following information is provided on the report: Customer Name, Customer ID, Payment Effective Date, Principal Balance, Interest Earned LTD, Interest Receivable, Service Fees, and the Total Receivable.

100. *Participant Remittance Register* - When you enter a payment for a participated loan, LA Pro creates participant loan payments. The Participant Remittance Register shows all participants' shares of the payment in one report.

You can print the register by payment effective date or posting date. When you set up the report using the Standard Reports option, select Effective Date or Posting Date on the Standard Reports window, respectively.

You can show posted and unposted payments on the register. To show only posted payments, select History Table on the Standard Reports window. To show posted and unposted payments, select Transaction Table.

The Participant Remittance Register provides this information about participant remittances:

- Participant Name, Participant ID
- Loan ID
- Remittance Date
- Principal, interest, fees, and total amount remitted for each participant
- Total remittances for all participants

101. *Participant Remittance Register B* – When you enter a payment for a participated loan, LA Pro creates participant loan payments. The Participant Remittance Register shows all participants' shares of loan payments in one report. The Participant Remittance Register provides this information about participant remittances:
    - Participant Name, Participant ID
    - Loan ID
    - Remittance Date
    - Principal, interest, fees, service fees, and total amount remitted for each participant
    - Total remittances for all participants

102. *Participant Remittance Statement* provides this information about participant remittances:
    - Borrower name, Loan ID, loan balance
    - Origination date, maturity date
    - Participant percentage, participation balance
    - Interest rate
    - Principal paid, principal YTD
    - Interest paid, interest YTD
    - Total participation amount, amount remitted
    - Monthly total, YTD total

103. *Participant Remittance Statement B* – When you enter a payment for a participated loan, LA Pro creates participant loan payments. The Participant Remittance Statement shows each participant's share of the payment. A separate statement is produced for each participant. The statement shows the participant's address and the remittance information described below and it is suitable for mailing to participants.
    - Participant name and address
    - Borrower name, Loan ID, loan balance
    - Origination date, maturity date
    - Participant percentage, participation balance
    - Interest rate
    - Principal paid the participant for this period, principal paid YTD
    - Interest paid the participant for this period, interest paid YTD
    - Service fee paid for this period and service fee paid YTD
    - Fee paid for this period and fee paid YTD
    - Total participation amount, amount remitted

104. *Participant Service Fee MTD Report* – The Participant Service Fee Paid MTD Report and Participant Service Fee Earned MTD Report are two separate reports. You run them by selecting the Part Service Fee MTD Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information. The reports show this information about participant service fee earnings and payments for the month to date:
    - Customer ID, Facility ID
    - Loan ID, Participant ID

- GL Code, Fee ID
- Rate, Day Code
- Begin date, end date
- Fee earned or paid, fixed fee amount

105. *Participant Service Fee Report* – The Participant Service Fee Paid Report and Participant Service Fee Earned Report are two separate reports. You can run them by selecting Part Service Fee Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information
The reports show this information about participant service fee earnings and payments for the date range you specify:
- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Begin date, end date
- Fee earned or paid, fixed fee amount

106. *Participant Service Fee TD Report* – The Participant Service Fee Paid TD Report and the Participant Service Fee Earned TD Report are two separate reports. You run them by selecting Part Service Fee TD Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information.
The reports show this information about participant service fee earnings and payments from fee inception to date:
- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Begin date, end date
- Fee earned or paid, fixed fee amount

107. *Participant Service Fee YTD Report* – The Participant Service Fee Paid YTD Report and Participant Service Fee Earned YTD Report are two separate reports. You run them by selecting Part Service Fee YTD Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information.
The reports show this information about participant service fee earnings and payments for the year to date:
- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Begin date, end date
- Fee earned or paid, fixed fee amount

108. *Payment Allocation Report* shows how a consolidated payment for a customer or customers is applied to loan principal, interest, and fees. If the payment is within the consolidated payment tolerance amount, the report shows how the payment is allocated. If the payment is not within the consolidated payment tolerance amount, the report shows why the payment was not allocated.

109. *Payment Receipt* provides a summary of what the customer paid. It is unofficial since it is the amount prior to posting of the transaction.

110. *Payoff Report* calculates loan payoff amounts, creates a note with the payoff information, and prints payoff letters. Future-dated rate changes are automatically included in the payoff amount. Late fees and Other fees can be included or excluded from the payoff calculation. Prepayment penalties are

automatically included. Escrow account balances can be included or excluded. For loans accruing on the scheduled balance, scheduled payments are taken into account when projecting payoff in the future.

111. The *Portfolio Report* is a report that can show information to the user for all portfolios by NAICS or Risk Rating. The following information is presented on the report: Loan ID, Participant ID, First/Last Business Name, Customer ID, Date of Loan , Maturity Date, Commitment, Rate, Principal Balance, and either Risk Rating or NAICS depending on which option the user selected.

112. *Portfolio Remittance Statement* – The Portfolio Remittance Statement provides this information about global service fee payments:
    - Borrower name, Loan ID, loan balance
    - Origination date, maturity date
    - Participant percentage
    - Interest rate
    - Principal paid this period
    - Principal paid YTD
    - Fees paid this period
    - Fees paid YTD
    - Service fee charge this period
    - Service fee charge YTD
    - Total loan balance
    - Total number of loans
    - Amount remitted

113. The *Portfolio Trial Balance Report* shows all of a credit union's loans and the participant loans the credit union is involved in. Information for each portfolio starts on a new page. The report provides a loan subtotal, participant loan subtotal, and grand total for each portfolio.
    This information is provided:
    - Customer ID, Participant ID, Facility ID, participation percentage, Loan ID
    - Officer, branch, customer name
    - GL Code, loan type
    - Active date, maturity date, Revolver Code
    - Day Code, performing status, Rate Code
    - Fixed base rate, spread, rate
    - Principal balance, interest, late fee
    - Accruing balance, interest month to date, daily accrual
    - Commitment, available, original commitment
    - Participations sold and retained
    - Participations purchased
    - Portfolio totals

114. *Printed Checks Report* provides this information about checks that have been printed using the Check Printing option:
    - Check number
    - Print date
    - Recipient's name
    - Reissue number
    - Memo
    - Check details
    - Check purpose
    - Check amount

115. The *Quick Report* option lets you design reports to meet your needs. Your reports can contain information from one to six LA Pro database tables, and the information can be presented in several ways.
    - You can do these things using the Quick Report option:

- Report on up to three tables in your LA Pro database.
- Show information for up to 24 fields on your report.
- Specify the conditions that must be met in order for information to appear on your report. For example, you can create a report showing all loans with a Payment Type of Amortized and Billing Cycle of Maturity.
- Specify the order in which you want information presented on your report. For example, you can sort information by Loan ID in ascending or descending order.
- Save your report setup.
- Choose the title of your report.
- Preview your report before you print it or print it without previewing it.

116. *Rate Change Notification* – You can print loan rate change notifications for loans with rate change transactions that have been posted. This means you can print notifications for rate changes that occurred in the past. You do this by selecting Rate Change Notification from the list of reports in the Standard Reports option.
An example of a rate change notification printed using Rate Change Notification in the Standard Reports option is shown below. The default Crystal Reports-format file used to produce these notifications is called RCHistNotice.rpt, and it is in the RPTSystem subdirectory where LA Pro is installed.
The notification shows this information:
- Customer account number
- Note number
- Old rate
- New rate
- Effective date of the rate change
- If the loan's billing amount was changed as a result of the rate change, the notification shows the old and new billing amounts.
- Customer's name and address

117. *Record Edits Report* provides this information about edits that have been made to LA Pro records:
    - Table and field name containing the fields that were edited
    - Key fields that were edited
    - System date and time when the fields were edited
    - User ID of the person who edited the fields
    - Old and new values of the fields that were edited

118. *RegZ Report* is a monthly statement that shows this information:
    - Loan principal balance
    - Interest payments
    - Interest rate

119. *Reminders Report* shows this information about reminders:
    - Customer ID and name
    - Facility ID, Loan ID, Fee ID
    - User ID of the reminder's author
    - Text of the reminder
    - Remind date
    - Repeat and retire settings on the Reminders option
    - This report does not show retired reminders.

120. *SBA Form 1502* is used by lenders to report 7(a) loan balances, payments, ongoing servicing fees, and status information. In LA Pro, SBA reporting means using the SBA Form 1502 option to produce the SBA Form 1502 extract file containing information about SBA-guaranteed loans. The information comes from what you enter as you set up and process loans using the Loans, Settings, and Addresses options. SBA reporting involves configuring LA Pro for SBA reporting, adding loans that require SBA reporting, and performing SBA reporting.

121. *Service Fee Master Report* shows this information about global service fees and participant service fee earnings:
- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Begin date, end date
- Fee receivable
- Fixed fee amount

122. *Service Fee MTD Report* – The Global Service Fee Paid MTD Report and the Global Service Fee Earned MTD Report are separate reports. You run them by selecting Service Fee MTD Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information.
The reports show this information about global service fee earnings and payments for the month to date:
- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Fee earned or fee paid
- Fixed fee amount

123. *Service Fee Report* – The Global Service Fee Paid Report and the Global Service Fee Earned Report are separate reports. You run them by selecting Service Fee Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information.
The reports show this information about global service fee earnings and payments for a date range you specify:
- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Begin date, end date
- Fee earned or fee paid
- Fixed fee amount

124. *Service Fee TD Report* – The Global Service Fee Paid TD Report and the Global Service Fee Earned TD Report are separate reports. You run them by selecting Service Fee TD Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information.
The reports show this information about global service fee earnings and payments from fee inception to date:
- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Begin date, end date
- Fee earned or fee paid
- Fixed fee amount

125. *Service Fee YTD Report* – The Global Service Fee Paid YTD Report and the Global Service Fee Earned YTD Report are separate reports. You run them by selecting Service Fee YTD Report in the Standard Reports option or the Batch Processes option and specifying if you want to see paid or earned information.
The reports show this information about global service fee earnings and payments for the year to date:

- Customer ID, Facility ID
- Loan ID, Participant ID
- GL Code, Fee ID
- Rate, Day Code
- Fee earned or fee paid
- Fixed fee amount

126. The *Sublimits Balance Report* shows the balance of the hierarchy of commitment to loan sublimits.

127. *Transaction Posted Report* shows what transactions posted.

128. *Transaction Review Report* shows all transactions entered for the day. This report is used to make sure all transactions are correct before they are posted.

129. *Trial Balance Report* is an overview of all facilities and loans in the LA Pro database. This information is provided:
    - Customer ID, facility ID, Loan ID
    - Officer, branch, customer name
    - GL Code and loan type
    - Active date, maturity date, Revolver Code
    - Day Code, performing status, and Rate Code
    - Original commitment
    - Fixed base rate, spread, and all-in rate
    - Principal, interest, and late fee balances
    - Interest earned month-to-date
    - Facility commitment and available amounts
    - Grand total by loan and customer
    - Number of loans

130. *Trial Balance History Report* is an overview of all facilities and loans in the LA Pro database as of a given date. This information is provided:
    - Customer ID, facility ID, Loan ID
    - Officer, branch, customer name
    - GL Code and loan type
    - Active date, maturity date, Revolver Code
    - Day Code, performing status, and Rate Code
    - Fixed base rate, spread, and all-in rate
    - Principal, interest (interest receivable), late fee balances
    - Accruing balance
    - Interest earned month-to-date
    - Facility commitment, available, and original commitment
    - Grand total by loan and customer
    - Number of loans

131. *Trial Balance Short Form Report* provides this information about all customers, loans, late fees, and Other fees in the LA Pro database:
    - Customer ID, customer name
    - Loan ID
    - Maturity date
    - Interest rate
    - Principal balance
    - Interest receivable
    - Late fee balance
    - Other fees balance
    - Loan ID totals
    - Subtotals

- Average rate
- Average balance

132. *Unsettled Brief Report* provides this information about a customer's unsettled loan bills:
    - Customer ID, Facility ID
    - Loan ID, GL Code
    - Due date
    - Unsettled principal, interest, late fee, penalty amounts
    - Totals

133. *Wire Transfer Request Form* is used to request that money be wired to participants after you make payments to participated loans. LA Pro prints the disbursing and payment information on this form. You or someone at your company must fill in the other areas of the form by hand (Explanation, Accounts to be Charged, and signatures).

Standard Reports that can be Customized:

Audit Letter Report
Auto Debit Billing Form
Billing Coupons
Borrower Statement
Check Forms
Consolidated Billing Form
Customer Delinquency Report
Delinquency Notices
Detail Billing Form
Facility Balance Report
Interest Statement
IRS Report Forms
Loan Delinquency Report
Loan Disbursement Report
Loan Payment Detail Report
Loan Payment Report
Paid Loan Report
Participant Delinquency Report
Participant Loan Trial Balance
Participant Remittance Statement
Participant Remittance Statement B
Payment Receipt
Payoff Report
Rate Change Notice
Rate Notice Letter
Sublimit Balance Report
Transaction Review
Trial Balance Short Form
Trial Balance Report
Wire Transfer