

Statement Parameter Setup

The Statement Parameter Setup is used to determine how the statement will look with regards to certain items and what information will appear on the statement. The option for Non-Monthly Statement Period on this screen must be set to match the Statement Period that is selected. If it does not match, a box will appear on the screen stating this. Change this screen, if needed.

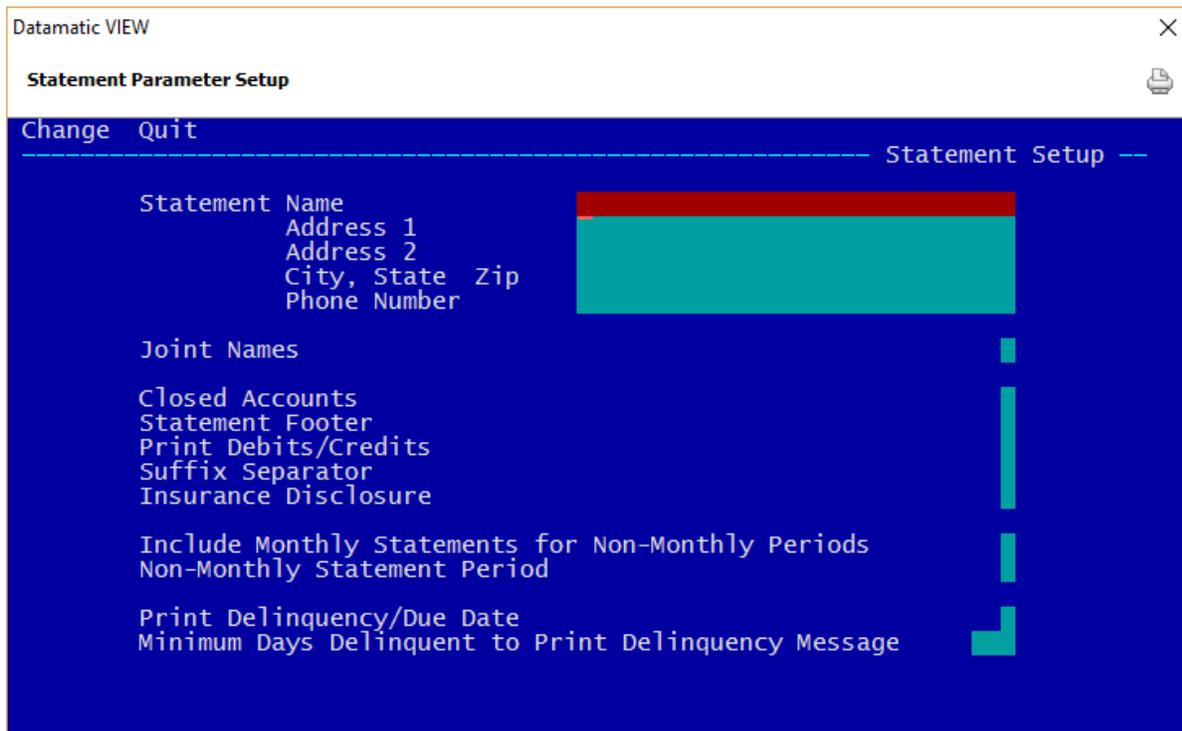


Figure 1

Statement Name, Address, City, State, Zip and Phone Number

If applicable, enter the information to appear on the member statements for the credit union name, address, city, state, zip and phone number. For credit unions that have their name and address pre-printed on the statement paper used, this information does not need to be filled in.

Joint Names

Value: 1 = Print Joint Member Name
2 = Do Not Print Joint Member Name

If the **“Print Joint Member Name”** option is selected, the system will look at the 00 (or 01) suffix for the Ownership Type. If joint, then the system will search for the joint name on the lowest suffix for that member.

Closed Accounts

Value: 1 = Exclude
2 = Include

This option only affects suffixes 02 or higher that are closed. If **“Include”** is selected, a closed suffix of 02 or greater will show on every statement, regardless of the frequency (monthly, quarterly, semi-annually, etc.), until the suffix is purged off the system. If **“Exclude”** is selected, a closed suffix of 02 or greater will only be included on the next statement, regardless of the frequency. The closed suffix will not be included on subsequent statements.

Statement Footer

Value: 1 = Draft Numbers Only
2 = Draft Numbers and Amounts

*****Note:** When option 2 is selected, the date the draft cleared will also be included.

Print Debits/Credits

Value: 1 = One Column
2 = Two Columns

Suffix Separator

Value: 1 = No Separator
2 = Dash Separator - See example of statement below with Dash Separator.

TRANSACTION DATE	TRANSACTION DESCRIPTION	AMOUNT	PAYMENTS, CREDITS NEW LOANS	FINANCE CHARGE	BALANCE
	00 REGULAR SHARES				
11-01-13	Previous Balance				362.66
11-06-13	Withdrawal-EFT Serv Chg	2.00			360.66
	ATM/Service Fees				
11-29-13	Withdrawal-EFT Serv Chg	2.00			358.66
	ATM/Service Fees				

	68 REAL ESTATE LOAN				
	HELOC				
	Annual Percentage Rate		5.450%		
	Periodic Rate		.01493151%		
	Variable Rate				
	Payment Amount	133.80			
	Next Payment is Due		12-15-2013		
11-01-13	Previous Balance				2182.42
11-15-13	Payment-Transfer	133.80	123.70	10.10	2058.72
11-15-13	New Balance				2058.72

	70 DRAFT SUFFIX				
11-01-13	Previous Balance				1518.33
11-15-13	Withdrawal-Transfer	133.80			1384.53
11-18-13	Draft 3468 TR # 22344943	65.00			1319.53
11-18-13	Draft 3469 TR # 22344944	141.01			1178.52
11-18-13	Draft 3470 TR # 22344945	182.23			996.29

----- Draft Reconciliation -----					
Date	Draft	Amount	Date	Draft	Amount
11-18	3468	65.00	11-18	3470	182.23
11-18	3469	141.01			

	81 CD				
			Certificate Number:	0	
			Certificate Term:	6 Months	
			Maturity Date:	03-10-2014	
11-01-13	Previous Balance				1500.00

Figure 2

Insurance Disclosure

Value: 1 = No Disclosure (default)
2 = Print Disclosure

If option 2 is chosen, the disclosure listed below*** will be printed on the statement for any member who has any suffix with INSURANCE (not Debt Protection), and has the appropriate Insurance Maximum's on the Setup screen. For Life or Disability, the system will print the one Maximum Age for the matching type of insurance. For Life and Disability, the system will print both ages. Nothing will be printed for any member, if the credit union does not turn on this option.

*****IMPORTANT NOTICE REGARDING CREDIT INSURANCE**

For members insured with Credit Insurance, coverage terminates on the last day of the month during which you reach the Maximum Age of xx for Credit Life, and xx for Credit Disability.

Include Monthly Statements for Non-Monthly Periods

Value: N = No
Y = Yes

Non-Monthly Statement Period

Value: S = Semi Annual
Q = Quarter
A - Annual

Print Delinquency / Due Date

Select what information will be printed on the member statements concerning delinquency and due date information.

Value: The descriptions for these options are as follows:

- 1 = None** - No delinquency (if applicable) or the due date for payments will be printed on the member statements.
- 2 = Delinquency Only** - Prints the delinquent amount (if applicable) and delinquency due date.
- 3 = Calendar Due Date Only** - Prints the first payment date after the current statement period regardless of the actual Next Payment Due Date.
- 4 = Delinquency and Calendar Due Date** - Prints the delinquency amount and the delinquency due date (if applicable) and the first payment date after the current statement period regardless of the actual Next Payment Due Date.
- 5 = Next Payment Date Only** - Prints the actual Next Payment Due Date on the loan for loans that are paid ahead or current. Delinquent loans will not display the actual Next Payment Due Date since the delinquent amount does not display with this option.

6 = Delinquency and Next Payment Date - Print the delinquency amount and the delinquency due date (if applicable) and the actual Next Payment Due Date. This option will display this information for delinquent, paid ahead and current loans.

****Note:** Delinquency and payment due date information only prints, if the loan has a balance.

Exception: Loan suffixes with the Loan Status Code of 08, 09, 34, 35, and 36 will not print the Payment Date on the statement nor the delinquent amount and Next Payment Due Date, if applicable.

Minimum Days Delinquent to Print Delinquency Message

Definition: Enter the number of days for a loan to be delinquent before the Delinquency Information (see option above) is printed on the statement, if set to options 2-6.

Value: Input the number of days between 1-999.

****Note:** The Draft Reconciliation portion of the statements will display both checks if there are two check numbers alike.

After making changes to the statement options, press enter. Press enter a second time to process the screen and save the changes. The screen will close and return to the System Settings window.

Business Member Statements

The Business statement format (optional) will breakdown the draft suffix transactions by type (Deposits, Drafts, EFT Debits and Other withdrawals). There is also a Balance Information and Summary section.

The **Statement Type** field under Member Information is used to indicate which members are to get a statement in the business format. The options for this field are:

- ⇒ Business
- ⇒ Standard

****Note:** The Business statement format will cause the start of the next page for draft suffixes 70-74. This will happen with each draft suffix, if more than one.

Example of the business statement format.

ABC Credit Union
 1234 E Main Street
 Anytown, USA 12345-6666

STATEMENT OF ACCOUNT
OWNERSHIP OF SHARE, DEPOSIT, AND CERTIFICATE ACCOUNTS SHOWN ON THIS STATEMENT IS NOT TRANSFERABLE EXCEPT ON THE BOOKS OF THE CREDIT UNION.

Each loan marked * is open end credit. The daily periodic rate and the **ANNUAL PERCENTAGE RATE** used to compute the **FINANCE CHARGE** for each of these loans is printed above the first transaction relating to that loan. The daily periodic rate is applied to your balance for each day such balance is outstanding; your balance changes as new amounts are borrowed and as payments are made or credits given.

NOTICE: SEE DISCLOSURE FOR IMPORTANT INFORMATION REGARDING YOUR RIGHT TO DISPUTE BILLING ERRORS.

MEMBER NAME

CITY OF MARYVILLE
 C/O SUMMER BREEZE
 556 W MILLER ROAD
 MARYVILLE MI 48991-5555

ACCOUNT NUMBER	STATEMENT PERIOD		
587455-7	10-01-15 TO 10-31-15		
SSN	SEQUENCE	MAIL CODE	PAGE
	B 331		1

This is a free form area to enter information to display on the member's statements. The message will show on the printed statements & the Datamatic version of e-statements. Thank you for using the Support Credit Union.

TRANSACTION DATE	TRANSACTION DESCRIPTION	AMOUNT	PAYMENTS, CREDITS NEW LOANS	FINANCE CHARGE	BALANCE
	00 REGULAR SHARES COFFEE FUND				
10-01-15	Previous Balance				10394.94
10-04-15	Withdrawal-Transfer Post Date:10-02-15	3502.33			6892.61
10-30-15	Withdrawal-Service Charge Business Service Charge	7.50			6885.11

	27 LOAN ACCOUNT INSTALL/REV				
			Annual Percentage Rate 7.125%		
			Periodic Rate .01952055%		
			Payment Amount 3502.33		
			Next Payment is Due 11-04-2015		
10-01-15	Previous Balance				138085.40
10-04-15	Payment-Transfer Post Date:10-02-15	3502.33	2693.68	808.65	135391.72
10-04-15	New Balance				135391.72

Figure 3

MEMBER NAME		ACCOUNT NUMBER	STATEMENT PERIOD		
CITY OF MARYVILLE C/O SUMMER BREEZE 556 W MILLER ROAD MARYVILLE MI 48991-5555		587455-7	10-01-15 TO 10-31-15		
		SSN	SEQUENCE	MAIL CODE	PAGE
			B 332		2

This is a free form area to enter information to display on the member's statements. The message will show on the printed statements & the Datamatic version of e-statements. Thank you for using the Support Credit Union.

TRANSACTION DATE	TRANSACTION DESCRIPTION	AMOUNT	PAYMENTS, CREDITS NEW LOANS	FINANCE CHARGE	BALANCE	
	73 BUSINESS CHECKING					
=====						
DIVIDENDS						
=====						
10-31-15	Dividend	1.76				
	Business Draft Dividends					
	Annual Percentage Yield Earned: 0.80% from 10-01-15 thru 10-31-15					
	Total	1.76	1			
=====						
DRAFTS						
=====						
	Date	Draft	Amount	Date	Draft	Amount
	10-05	1129	186.00	10-05	1132	198.22
	10-05	1131*	271.46			
	Total		655.68		3	
=====						
OTHER WITHDRAWALS						
=====						
10-30-15	Withdrawal-EFT Serv Chg		2.00			
	ATM/Service Fees					
	Total		2.00	1		
=====						
BALANCE INFORMATION						
=====						
	Date	Balance	Date	Balance	Date	Balance
	10-01	3,158.00	10-05	2,502.32	10-30	2,500.32
	10-31	2,502.08				
	Average Balance		2,586.85			
=====						
SUMMARY						
=====						
Previous Balance	Total Debits	Total Credits	Service Charges	Ending Balance		
3,158.00	655.68 3	1.76 1	2.00	2,502.08		
=====						
CONTINUED ON NEXT PAGE						

	Total Year-to-date
Total Share Dividends	\$72.97
Total Non-Mortgage Loan Interest	\$8,893.52

Figure 4

Other Statement Information

Due to Regulation Z changes, member statements will contain additional information and summaries. Regulation Z requires some statement changes for Non Real Estate Open End loans, or loans under an Open End Plan.

If a member has any Non Real Estate Open End loans or loans under an Open End Plan, the system will print an additional statement footer with the information required by Reg Z.

The system uses the **“Open End Application Date”** and **“Open End Plan Cancel Date”** fields under Member Information to determine if additional statement disclosures are needed on Installment Loans under an Open End Plan. The following rules will apply:

The rules for determining the open end status for the statement disclosure are:

- Non-Mortgage Loans with Line of Credit or number of payments = zero are always open end.
- Installment loans opened during the plan are treated like open end.
- Installment loans opened outside of the plan are treated as closed end loans.

When one or both of the dates (Open End Application Date and Open End Plan Cancel Date) are blank:

- If both dates are blank, then the open end status of installment loans is determined by the Open End Plan code (yes or no). This is the way it has functioned in the past. If the plan is in place, then the loans are open end – regardless of when they are opened.
- If the Open End Application Date is blank, and there is a plan in place, all installment loans are covered by the plan – regardless of when the loan was opened.
- If the Open End Plan Cancel Date is blank and there is no plan in place then the installment loans are not part of the plan.

When both of these dates (Open End Application Date and Open End Plan Cancel Date) are in place:

- If an Open End Plan is in place, an installment loan with a date open before the Open End Application Date is not included in the plan.
- If an Open End Plan is no longer in place, an installment loan with an open date between the Open End Application Date and the Open End Plan Cancel Date would still be treated as if it was part of the plan.
- If an Open End Plan is no longer in place, an installment loan with an open date after the Open End Plan Cancel Date is not included in the plan.

In addition to the footer, the system will also do the following:

1. Print **“Open End Loan”** or **“Open End Plan”** in the Suffix header.
2. All Loan Late Fee’s or Insurance Add-On’s will show **“See Fees Below”** for a description, with detail in the footer.
3. No longer print the Periodic Rate (i.e. Daily Rate) for Open End Loans/Plans.

Here are some samples:

05 LOAN ACCOUNT	*Annual Percentage Rate*	1.000%	
	Open End Plan		
	Variable Rate		
	Payment Amount	29.63	
09-01-04 Previous Balance			0.00
09-01-04 Loan Issue-Check	1000.00		1000.00

Figure 5

09-01-04 Loan Issue-Add On	250.00			1249.78
09-01-04 Loan Payment-Interoffice Trf.	1497.40	1249.78	217.62	0.00
09-01-04 See Fees Below	30.00	0.00	0.00	0.00
09-01-04 Loan Issue-Interoffice Trf.	2497.40			2497.40
09-01-04 Loan Payment-Interoffice Trf.	2497.40	2497.40	0.00	0.00

Figure 6

The words **“Variable Rate”** have been added to the suffix header for ANY loan that has a legacy or index variable rate code:

05 LOAN ACCOUNT	*Annual Percentage Rate*	1.000%	
	Variable Rate		
	Payment Amount	29.63	
09-01-04 Previous Balance			0.00
09-01-04 Loan Issue-Check	1000.00		1000.00

Figure 7

Another sample:

09 LOAN ACCOUNT	*Annual Percentage Rate*	2.750%	
	Open End Plan		
	Payment Amount	25.00	
09-01-04 Previous Balance			0.00
09-03-04 Loan Issue-Add On	100.00		100.00
09-03-04 See Fees Below	0.13		100.13
09-03-04 New Balance			100.13
50 Escrow Suffix			
09-01-04 Previous Balance			0.00
09-01-04 Deposit	101.00		0.00
61 REAL ESTATE LOAN	*Annual Percentage Rate*	5.000%	
	Periodic Rate	.01369863%	
	Payment Amount	600.00	
09-01-04 Previous Balance			0.00
09-03-04 Loan Issue-Interoffice Trf.	10000.00		10000.00
09-03-04 New Balance			10000.00

Figure 8

The footer includes:

1. A description of how the balance is used to compute interest.
2. Detail of the Fee transactions (from the second #2 on previous page).
3. Statement Period and Year to Date Fees.
4. Statement Period and Year to Date Interest on the individual open end loan suffixes.

****Note:** The statements will not print the Fee section if there is no Statement Period or Year to Date fees, and statements will not print the Interest section if there is no Statement Period or Year to Date interest.

Here is a sample with both Fees and Interest:

OPEN END LOAN/PLAN SUMMARY			
The balance used to compute interest is the unpaid balance each day after payments & credits to that balance have been subtracted and any additions to the balance have been made.			
FEES			
09-01-04	05 LOAN ACCOUNT	Late Fee	30.00
09-03-04	06 LOAN ACCOUNT	Debt Protection	53.44
09-03-04	07 LOAN ACCOUNT	Debt Protection	10.71
09-03-04	09 LOAN ACCOUNT	Life	0.13
Total Fees for this period			94.28
Total Fees for this year			12.34
INTEREST CHARGED			
	05 LOAN ACCOUNT	Interest Charge	767.87
	06 LOAN ACCOUNT	Interest Charge	112.43
Total Interest for this period			880.30
Total Interest for this year			112.43

Figure 9

In order to separate the complete MEMBER totals at the end of the statement from these OPEN END totals, Datamatic has also added a "MEMBER SUMMARY" line to help define these better:

MEMBER SUMMARY		
	Total For This Period	Total Year-to-date
Total Overdraft Fees	\$0.00	\$31.00
Total Returned Item Fees	\$0.00	\$0.00
Total Share Dividends		\$63.38
Total IRA/HSA/ESA Interest		\$79.01
Total Mortgage Loan Interest		\$1,255.10
Total Non-Mortgage Loan Interest		\$472.14

Figure 10

****Note:** The "Total Overdraft Fees" (for this period and YTD) also includes any batch Courtesy Pay Fees for remaining overdrawn xx number of days.

Here are the rules for what figures will be printed on the member statements in the Member Summary:

- The Overdraft Paid/Return fees section will only print if one of the four overdraft totals is > 0.
- The Share Dividends line will always print.
- The IRA Interest line will only print if it is > 0.
- The Dividends Withheld line will only print if it is > 0.
- The Mortgage Loan Interest line will only print if it is > 0.
- The Non-Mortgage Loan Interest line will always print.
- The 1099/1098 totals will only print on statements that end in December.

More examples of the Member Summary.

MEMBER SUMMARY

	Total For This Period	Total Year-to-date
Total Overdraft Fees	\$0.00	\$108.00
Total Returned Item Fees	\$0.00	\$30.00
Total Share Dividends		\$2,530.22
Total IRA/HSA/ESA Interest		\$706.94
Total Dividends Withheld		\$430.19
Total Mortgage Loan Interest		\$726.81
Total Non-Mortgage Loan Interest		\$28,269.60

Figure 11

MEMBER SUMMARY

	Total Year-to-date
Total Share Dividends	\$14.41
Total Mortgage Loan Interest	\$2,090.80
Total Non-Mortgage Loan Interest	\$48.34

Figure 12