

Suffix Title Setup

The Suffix Title Setup is used to setup unique suffix titles that will be used for different suffixes as an account description on transaction receipts and member statements. The suffix titles are also displayed on the Member Summary window and Account Closeout wizard.

There are five tabs with 20 suffixes on each tab. A maximum of 20 spaces is allowed in the title.

Note: See the next page for the exceptions.

Figure 1

To enter a title for a specific field, after selecting the correct tab, use the arrow keys to highlight the area next to the code or click on the area. Enter the desired wording then select Save to save the changes.

TIP: If no suffix title is entered for a share suffix(es), the suffix title on the member statements will be blank, except for IRA and CD-IRA suffixes. These use the Account Type for the suffix title.

Member Statements - Share suffixes - single line title on statements.
 Loan suffixes - two line titles on statements.

Shares

The suffix title used on the member statements comes from the Suffix Title Setup window, except for IRA and CD-IRA suffixes (see below).

If a unique title is entered on the Suffix Title Setup window, that title will be used, except for all IRA and CD-IRA suffixes. All IRA and CD-IRA suffixes use the Account Types (in sentence case) for the suffix title on statements. No credit union defined titles will be used.

The **default Share Suffix Titles** are as follows:

Suffix Range	Titles
00-01	Share Accounts
02-04	Special Deposits
45-59	Special Deposits
70-74	Share Draft Accounts
80-89	Certificate of Deposits
90-99	Special Deposits

Note: If the credit union does not want these share suffix titles to show on Member Statements, the default titles will need to be replaced on the Suffix Title Setup window with the desired suffix titles.

Loans

The system suffix titles (see below) are used on the **first line** of the title on the member statements. The **second line** will either be blank or the unique title entered by the credit union on the Suffix Title Setup window.

Suffix Range	Titles
05-39	Loan Accounts (see note below)
40-44	VISA
60-69	Real Estate Loans
75-79	*Line of Credit Loan

Note: “*REVOLVING CR LOAN” will only be printed on statements if the loan class is “Open End Revolving Credit”. Therefore, suffixes 05-39 can be used for either closed end installment loans or open end revolving credit loans, as long as the loan class is correct.