

## **APPENDIX XI-9 SERVICEMEMBERS' CIVIL RELIEF ACT ELIGIBILITY AND REIMBURSEMENT FILES**

- Applicability:** Ginnie Mae I MBS Program and Ginnie Mae II MBS Program.
- Purpose:** To be used by an issuer to report SCRA eligibility information and interest reimbursement requests when using alternative systems. Data files must be submitted through the Ginnie Mae Bulletin Board System (“BBS”) using either the HyperTerminal or the Web-based Issuer Information System (“Web IIS”) file upload function.
- Prepared by:** Issuer.
- Prepared in:** Hard copy and electronic form.
- Distribution:** Send hard copy forms and packages to:
- Deloitte & Touche, LLP  
ATTN: Ginnie Mae – SCRA – 5<sup>th</sup> Floor  
1750 Tysons Boulevard  
McLean, VA 22102
- Transmit electronic reports to the Ginnie Mae BBS.
- Due Date:** Eligibility information is submitted on an ongoing basis. Interest reimbursement requests are to be submitted quarterly by August 10, November 10, February 10, and May 10.
- Instructions:** Procedures are set forth in Chapter 34. Hard copy loan eligibility information shall be prepared in accordance with Appendix XI-6 and Quarterly Reimbursement Requests in accordance with Appendix XI-8.

## DATA ELEMENT DESCRIPTION: SCRA LOAN ELIGIBILITY INFORMATION

Data Element	Data Element Description	A=Alpha N=Numeric D=Date	Size	Pos.	Remarks/Format
Rec.	Record ID	A	1	1	'H'
	Submission Type	A	1	2	'R' for a regular submission or 'C' for a corrected submission
	Issuer Number	N	6	3	NNNNNN
	Issuer Name	A	60	9	
	Issuer Address	A	40	69	
	Issuer City	A	15	109	
	Issuer State	A	4	124	
	Issuer Zip	N	9	128	NNNNNNNNN
	Filler	A	84	137	SPACES
Rec.	Record ID	A	1	1	'D'
	Issuer Number	N	6	2	NNNNNN
	Pool Number	N	6	8	NNNNNN
	<b><i>FHA/VA/RD/PIH Case Number *</i></b>	<b>A</b>	<b>15</b>	<b>14</b>	
	Issuer Loan Number	A	20	<b>29</b>	
	Borrower's Last Name	A	15	<b>49</b>	
	Borrower's First Name	A	10	<b>64</b>	
	Borrower's Social Security Number	N	9	<b>74</b>	NNNNNNNNN
	Property Address	A	19	<b>83</b>	
	Property City	A	18	<b>102</b>	
	Property State	A	4	<b>120</b>	
	Property Zip	N	9	<b>124</b>	NNNNNNNNN
	Loan Note Interest Rate	N	6	<b>133</b>	NNvNNNN
	Date of First Payment per Note	D	8	<b>139</b>	YYYYMMDD
	Military Effort	A	20	<b>147</b>	
	Active Federal Duty Start Date	D	8	<b>167</b>	YYYYMMDD
	Expected Release Date	D	8	<b>175</b>	YYYYMMDD
	Date of Request by Borrower	D	8	<b>183</b>	YYYYMMDD
	Military Orders Verified	A	1	<b>191</b>	'Y' or 'N'
	Date Submitted for Approval	D	8	<b>192</b>	YYYYMMDD

Data Element	Data Element Description	A=Alpha N=Numeric D=Date	Size	Pos.	Remarks/Format
	<i>Loan Type*</i>	<b>A</b>	<b>3</b>	<b>200</b>	<b><i>FHA - FHA Single family VAG - VA Guaranteed VAV - VA Vendee RD - Rural Development PIH - PIH Section 184 FH1 - Title I Manufactured Housing FMF - FHA Multifamily</i></b>
	Filler	A	18	<b>203</b>	SPACES
Rec.	Record ID	A	1	1	'T'
	Issuer Number	N	6	2	NNNNN
	Record Count	N	4	8	NNNN
	Filler	A	209	12	SPACES
Rec.	Record ID	A	1	1	'C'
	Count of Issuers	N	3	2	NNN
	Record Count	N	4	5	NNNN
	Filler	A	212	9	SPACES

\* **Must comply with case number format standards in this Guide.**

## DATA ELEMENT DESCRIPTION: SCRA REIMBURSEMENT REQUEST

Data Element	Data Element Description	A=Alpha N=Numeric D=Date	Size	Pos.	Remarks/Format (In a numeric field, a lowercase v is an implied decimal point)
Rec.	Record ID	A	1	1	'H'
	Submission Type	A	1	2	'R' for a regular submission or 'C' for a corrected submission
	Issuer Number	N	6	3	NNNNNN
	Issuer Name	A	60	9	
	Filler	A	122	69	SPACES
Rec.	Record ID	A	1	1	'D'
	Issuer Number	N	6	2	NNNNNN
	Reporting Quarter	N	1	8	1 = MAR, 2 = JUN, 3 = SEP, 4 = DEC
	Reporting Year	N	4	9	YYYY
	Pool Number	N	6	13	NNNNNN
	<b>FHA/VA/RD/PIH Case Number *</b>	<b>A</b>	<b>15</b>	<b>19</b>	
	Military Effort	A	20	<b>34</b>	
	Issuer Loan Number	A	20	<b>54</b>	
	Property Address	A	19	<b>74</b>	
	Loan Note Interest Rate	N	6	<b>93</b>	NNvNNNN
	Difference between Note Rate and 6%	N	6	<b>99</b>	NNvNNNN
	Due Date of Collection Received	D	8	<b>105</b>	YYYYMMDD
	Total Payment Received (P&I Only)	N	8	<b>113</b>	NNNNNNvNN
	Amount of Interest Due at Note Rate	N	8	<b>121</b>	NNNNNNvNN
	Scheduled Principal Applied to Loan	N	8	<b>129</b>	NNNNNNvNN
	Additional Principal Applied to Loan	N	8	<b>137</b>	NNNNNNvNN
	Interest Collected per SCRA	N	8	<b>145</b>	NNNNNNvNN
	Remaining Principal Balance of Loan	N	8	<b>153</b>	NNNNNNvNN

Data Element	Data Element Description	A=Alpha N=Numeric D=Date	Size	Pos.	Remarks/Format (In a numeric field, a lowercase v is an implied decimal point)
	Amount Eligible for Reimbursement	N	8	161	NNNNNNvNN
	<b>Loan Type*</b>	<b>A</b>	<b>3</b>	<b>169</b>	<b>FHA - FHA Single family</b> <b>VAG - VA Guaranteed</b> <b>VAV - VA Vendee</b> <b>RD - Rural Housing Service</b> <b>PIH - PIH Section 184</b> <b>FH1 - Title I Manufactured Housing</b> <b>FMF - FHA Multifamily</b>
	Filler	A	25	172	SPACES
Rec.	Record ID	A	1	1	'T'
	Issuer Number	N	6	2	NNNNNN
	Record Count	N	4	8	NNNN
	Filler	A	179	12	SPACES
Rec.	Record ID	A	1	1	'C'
	Count of Issuers	N	3	2	NNN
	Record Count	N	4	5	NNNN
	Filler	A	182	9	SPACES

\* Must comply with case number format standards published in this Guide.