

RLSS Supplement #808 Year-to-Date Activity

At the end of the calendar year, you may want to consider giving your loan recipients their loan activity history for 2016. By doing this, they will be able to see at a glance their payment history for the year and how these payments were distributed to principal, interest, and other fees, plus their declining loan balance. By allowing them to review their history annually, this will help you to catch in a timely manner any payments that were not applied or any errors that may have been made. Supplement #808 Year-to-Date Activity is a great mechanism to use for this.

Further, when auditors come to your agency, they are typically auditing a specific period of time. They will most likely ask to see all loan disbursements and repayments that took place during the audit timeframe. This supplement is also an excellent tool to allow you to give this information to them for the specified period of time.

This supplement will allow you to specify the beginning and ending date range for which you wish to retrieve the Loan Activity history report. It will compare this date range with the activity dates entered when posting transactions and include only those entries.

In addition to specifying the date range, you may select a range of loan numbers, to print in alphabetical or numerical order, and if you wish to see the detail of every transaction for the specified timeframe or if you just want to see the summary of these transactions. You may also select to include only a specified activity type.

Additionally, the standard report selections of include all funds, counties, cities, status, loan officer, loan type and borrower type are available for you to further include/exclude loans to meet your needs and/or auditor's requests.

Feel free to contact GMS staff if you have questions. Orders may be placed via our website at www.gmsactg.com or by contacting our Maryland office at 800-933-3501 or emailing service@gmsactg.com.