

MORTGAGE PARTNERSHIP FINANCE® (MPF®) PROGRAM

Delivery Commitments and Loan Fundings

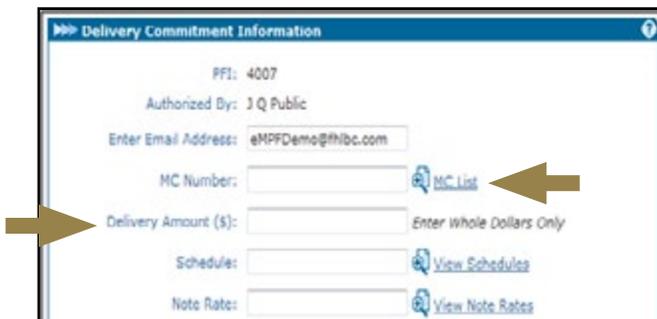
Delivery commitments and loan fundings under the MPF Program involve a few easy steps on our eMPF® transactional website (www.fhlbmpf.com, click on **eMPF** at the top right of the page, select **Visit the eMPF Website**). Selection options are clearly marked. Along the way, transaction confirmations will signify a completed transaction. When you have issues, the site will help correct your entries for a successful completion. Follow the steps below for entering into mandatory delivery commitments under the MPF Program’s traditional products and subsequently funding your loans.

Delivery Commitments

After logging into eMPF under your username and password, select the **Transactions** tab at the top of the screen and then **Delivery Commitments** on the left side.



Use the drop down **MC List** option to select your appropriate Master Commitment. Enter the delivery amount in the **Delivery Amount** field.



List of Available Master Commitments

Select a Master Commitment number in the table below.

MC Number	Execution Date	Amount	Uncommitted MC Amount	Remittance Type	Loan Type	Program	Servicing Model
11521	5/01/2012	\$500,000,000.00	\$499,120,000.00	A/A	Closed	Original	Servicing Retained
11522	5/01/2012	\$500,000,000.00	\$435,103,630.00	A/A	Closed	STND	Servicing Retained

[Close](#)

(continued on next page)

"Mortgage Partnership Finance", "MPF", and "eMPF" are registered trademarks of the Federal Home Loan Bank of Chicago. The "MPF Mortgage Partnership Finance" logo is a trademark of the Federal Home Loan Bank of Chicago.

DELIVERY COMMITMENTS AND LOAN FUNDINGS

(continued)

To select the number of days (# of Days) for the lock, e.g., 5, 15, 30, 45 or 60 calendar days, select the **View Schedules** link. Select the **Note Rate** from the **View Note Rates** link. Use the **Comments** area to record the borrower's name and account number or other specifics, as desired. Click **Submit** to process the Delivery Commitment.

List of Available Lock Terms and Product Types

Note: Schedules may be stopped during this transaction. To continue with this schedule you must complete the DC transaction within 60 seconds of selecting the schedule.

Please select a schedule from the list below.

Schedule Code	Product	Delivery Type	Expiration Date	# of Days	Remittance Type	Servicing Fee
05091300011	FX30	Mandatory	5/14/2013	3	A/A	25.0000000000
05091300012	FX30	Mandatory	5/23/2013	10	A/A	25.0000000000
05091300013	FX30	Mandatory	6/7/2013	20	A/A	25.0000000000
05091300014	FX30	Mandatory	6/21/2013	30	A/A	25.0000000000
05091300015	FX30	Mandatory	7/15/2013	45	A/A	25.0000000000

The **Pricing/Delivery Commitment Review** screen will display prior to issuing a binding Delivery Commitment and assigning a Delivery Commitment number.

IMPORTANT

- **Review each line item listed for accuracy.** Once a Delivery Commitment is issued, it is not possible to undo or remove it via the eMPF website. Call the MPF Service Center for assistance at 877.463.6673.
- **There is a 60-second hold time allotted for review.**

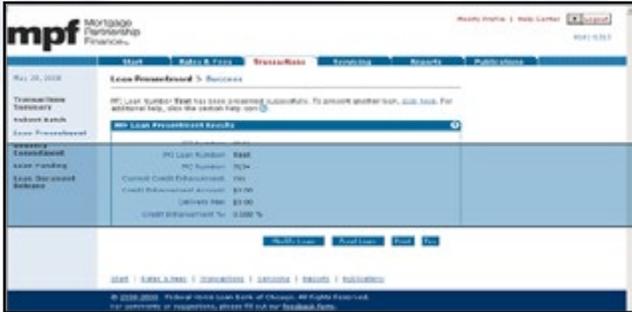
To revise the information listed, click the **Change DC Info** button at the bottom of the screen and return to the previous screen. Once the information on this page is correct, select the **Confirm DC** button to complete the creation of the Delivery Commitment and to receive a **Delivery Commitment Confirmation** (shown above). You can print this document by selecting the **Print** tab at the bottom of the screen.

Loan Fundings

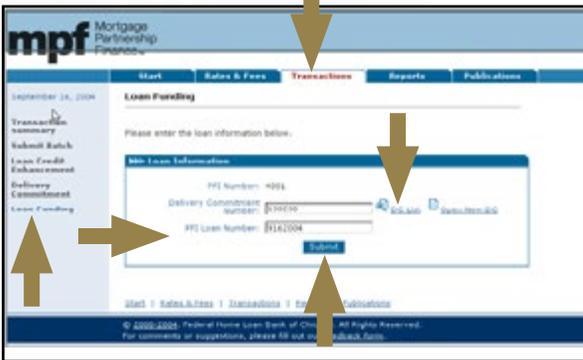
Once a mandatory Delivery Commitment is in place and the loan data has been presented via the Loan Presentation Form (OG3) or the MPF Program's batch processing option, you are able to fund via the eMPF website.

Funding a loan from the MPF Program Loan Presentation Option

Loan data must be presented *successfully* using the Loan Presentation option on eMPF, prior to any loan funding.



From the **Transactions** tab, and **Loan Funding** option, select the correct **Delivery Commitment** number from the **DC list** link and enter your loan number in the **PFI Loan Number** (your institution's alpha/numeric reference for the loan) field. Click **Submit**.

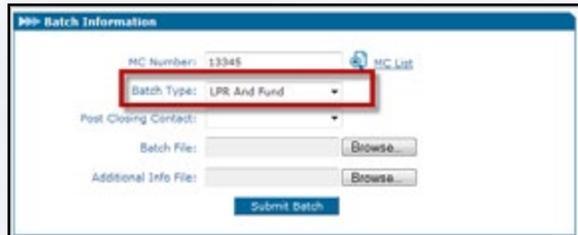


Complete the form below from the **Loan Information** tab and select **Fund this loan**. You have the option to print or fax the funding confirmation from the **Funding Confirmation** tab.

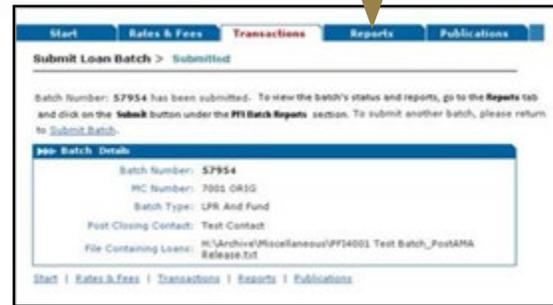


Funding a loan from the MPF Program Batch Processing Option

The error-free loan batch files can be funded under the **LPR and Fund** option (see brochure entitled *Batch Submission Process for Loan Presentation*, for complete batch processing instructions).



After the batch has been submitted a confirmation statement will appear.



A **Loan Confirmation** report can be viewed and printed from the **Reports** tab.



IMPORTANT

- If a loan has been funded, but you need to make data changes, call the MPF Service Center at 877.463.6673.
- All Delivery Commitment and Funding reports are located under the **Reports** tab.

LEARN MORE

If you have any questions about this process, please contact us.

MPF SERVICE CENTER

MPFServiceCenter@fhlbc.com

877.463.6673

FHLBANK TOPEKA MPF DEPARTMENT

Chris Endicott chris.endicott@fhlbtopeka.com

866.571.8171

For a full list of other helpful guides about the MPF Program, visit our website at www.fhlbtopeka.com/mpf, select **Operational Guides** tab.



Copyright © 2016 FHLBank Topeka. All rights reserved. This brochure is provided as general product information and is intended for educational purposes only. FHLBank's products and services are governed by various agreements between FHLBank and its customers as well as certain FHLBank policies and applicable regulations. In the event of any inconsistency between these materials and such agreements, policies and regulations, the agreements, policies and regulations shall be controlling. FHLBank does not, through its employees, agents or financial models, provide investment advice. It is the reader's responsibility to evaluate the risks and merits of any funding strategy or business proposal. Last updated Oct. 24, 2016.

www.fhlbtopeka.com | 866.571.8171