

CSV or XML File Specifications

Tag Requirements - Review the below requirements to help you prepare your CSV or XML file for system upload. **Failure to provide Tags as identified below will result in a system error - Tags are case sensitive with no spaces.** You must prepare a separate CSV or XML file for each type of activity and sub-activity. For example, if you selected Yes for the Broker question and also selected Yes to Real Estate, Personal Property, and Unsecured you must upload 3 separate CSV or XML Files.

Annual Assessment Report (AAR) - Origination Questions

1. **Did your company BROKER any Washington loans during 2024?** (Include table funded loans. Do not include loans for commercial/business/investment purposes, reverse mortgages, or denied or withdrawn loans.)

❖ *Real Estate Tag Requirements:*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateFunded	Date (Short Date) MM/DD/YYYY	Provide the Date the loan was funded	1/1/2024	Yes
InterestRate	General	Provide the interest rate	3.2 or 3.258	Yes
LienPosition	General	Provide the Lien Position	First/1 st /1 Any combination	Yes
PrincipalAmount	Number	Principal loan amount on note or security instrument	254125.78 No dollar signs or commas	Yes

❖ *Personal Property or Unsecured Tag Requirements:*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateFunded	Date (Short Date) MM/DD/YYYY	Provide the Date the loan was funded	1/1/2024	Yes
InterestRate	General	Provide the interest rate	3.2 or 3.258	Yes
PrincipalAmount	Number	Principal loan amount on note or security instrument.	254125.78 No dollar signs or commas	Yes

2. Did your company MAKE any Washington loans during 2024? (Do not include loans for commercial/business/investment purposes, reverse mortgages, or denied or withdrawn loans.)

❖ *Real Estate Tag Requirements:*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateFunded	Date (Short Date) MM/DD/YYYY	Provide the Date the loan was funded	1/1/2024	Yes
InterestRate	General	Provide the interest rate	3.2 or 3.258	Yes
LienPosition	General	Provide the Lien Position	First/1 st /1 Any combination	Yes
PrincipalAmount	Number	Principal loan amount on note or security instrument	254125.78 No dollar signs or commas	Yes

❖ *Personal Property or Unsecured Tag Requirements:*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateFunded	Date (Short Date) MM/DD/YYYY	Provide the Date the loan was funded	1/1/2024	Yes
InterestRate	General	Provide the interest rate	3.2 or 3.258	Yes
PrincipalAmount	Number	Principal loan amount on note or security instrument	254125.78 No dollar signs or commas	Yes

3. Did your company PURCHASE any Washington loans during 2024? (Do not include loans for commercial/business/investment purposes, reverse mortgages, or denied or withdrawn loans.)

❖ *Real Estate Tag Requirements:*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateFunded	Date (Short Date) MM/DD/YYYY	Provide the Date the loan was purchased	1/1/2024	Yes
InterestRate	General	Provide the interest rate Example: 3.2 or 3.258	3.2 or 3.258	Yes
LienPosition	General	Provide the Lien Position	First/1 st /1 Any combination	Yes
PrincipalAmount	Number	Principal Loan Amount on date of purchase	254125.78 No dollar signs or commas	Yes

❖ *Personal Property or Unsecured Tag Requirements:*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateFunded	Date (Short Date) MM/DD/YYYY	Provide the Date the loan was funded	1/1/2024	Yes
InterestRate	General	Provide the interest rate Example: 3.2 or 3.258	3.2 or 3.258	Yes
PrincipalAmount	Number	Principal loan amount on note or security instrument	254125.78 No dollar signs or commas	Yes

4. Did your company MAKE any Washington Reverse Mortgage loans during 2024? (Do not include denied or withdrawn loans.)

❖ *Real Estate Tag Requirements:*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateFunded	Date (Short Date) MM/DD/YYYY	Provide the Date the loan was funded	1/1/2024	Yes
InterestRate	General	Provide the interest rate Example: 3.2 or 3.258	3.2 or 3.258	Yes
AdvancesMade	Number	Total amount of advances made at closing	254125.78 No dollar signs or commas	Yes (If No, enter zero)

Consolidated Annual Report (CAR) – Residential Loan Servicing Questions

- 1. Did your company own MORTGAGE SERVICING RIGHTS (MSRs) to loans, and/or whole loans contracted out to a sub servicer not licensed under the Consumer Loan Act during 2024?** **Report the count and principal balance of loans serviced on January 1, 2024, plus the count and beginning principal balance of loans boarded during the year. Do not report year-end figures.*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateBoarded	Date (Short Date) MM/DD/YYYY	Date loan boarded into system	1/1/2024	Yes
InterestRate	General	Current interest rate as of 12/31/2024	3.2 or 3.258	Yes
LienPosition	General	Lien position	First/1 st /1 Any combination	Yes
PrincipalAmount	Number	Principal amount on date boarded in 2024 or principal balance on 01/01/2024	254125.78 No dollar signs or commas	Yes
ActualServicer	General	Provide the name of the entity that you contracted with as a Sub-servicer	OneMortgage/123 Mortgage Any combination	Yes

- 2. Did your company own MORTGAGE SERVICINGS RIGHTS (MSRs) to loans, and/or whole loans contracted out to a sub servicer licensed under the Consumer Loan Act during 2024?** **Report the count and principal balance of loans serviced on January 1, 2024, plus the count and beginning principal balance of loans boarded during the year. Do not report year-end figures.*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateBoarded	Date (Short Date) MM/DD/YYYY	Date loan boarded into system	1/1/2024	Yes
InterestRate	General	Current interest rate as of 12/31/2024	3.2 or 3.258	Yes
LienPosition	General	Lien position	First/1 st /1 Any combination	Yes
PrincipalAmount	Number	Principal amount on date boarded in 2024 or principal balance on 01/01/2024	254125.78 No dollar signs or commas	Yes
ActualServicer	General	Provide the name of the entity that you contracted with as a Sub-servicer	OneMortgage/123 Mortgage Any combination	Yes

3. As a MASTER SERVICER (owner of MSRs), and/or owner of WHOLE LOANS, did your company directly service Washington State Residential Mortgage Loans (not contracted to a sub servicer) during 2024? **Report the count and principal balance of loans serviced on January 1, 2024, plus the count and beginning principal balance of loans boarded during the year. Do not report year-end figures.*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateBoarded	Date (Short Date) MM-DD-YYYY	Date loan boarded into system	1/1/2024	Yes
InterestRate	General	Current interest rate as of 12/31/2024	3.2 or 3.258	Yes
Lienposition	General	Lien position	First/1 st /1 Any combination	Yes
PrincipalAmount	Number	Principal amount on date boarded in 2024 or principal balance on 01/01/2024	254125.78 No dollar signs or commas	Yes
AdvancesMade	Number	Total reverse mortgage advances made in 2024	25000.00 No dollar signs or commas	Yes (If No, enter zero)
AccruedInterest	Number	Total reverse mortgage accrued interest in 2024	125.78 No dollar signs or commas	Yes (If No, enter zero)

4. Did your company act as a SUB SERVICER of Washington Residential Mortgage Loans on behalf of a Master Servicer, and/or owner of WHOLE LOANS, during 2024? **Report the count and principal balance of loans serviced on January 1, 2024, plus the count and beginning principal balance of loans boarded during the year. Do not report year-end figures. Report all residential mortgage loans sub-serviced on behalf of a master servicer; do not include the loans you are the master servicer of.*

Tag	Format	Description	Example	Required?
LoanNumber	General	Provide the Loan or Account Number	2151/TR2515 Any combination	Yes
DateBoarded	Date (Short Date) MM/DD/YYYY	Date loan boarded into system	1/1/2024	Yes
InterestRate	General	Current interest rate as of 12/31/2024	3.2 or 3.258	Yes
LienPosition	General	Lien position	First/1 st /1 Any combination	Yes
PrincipalAmount	Number	Principal amount on date boarded in 2024 or principal balance on 1/1/2024	254125.78 No dollar signs or commas	Yes
AdvancesMade	Number	Total reverse mortgage advances made in 2024	25000.00 No dollar signs or commas	Yes (If No, enter zero)
AccruedInterest	Number	Total reverse mortgage accrued interest in 2024	125.78 No dollar signs or commas	Yes (If No, enter zero)

ActualServicer	General	Provide the name of the entity that contracted with you as the Master Servicer	OneMortgage/123 Mortgage Any combination	Yes
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