

DisplaySoft Real Estate
Software

USER GUIDE

Amortize Program

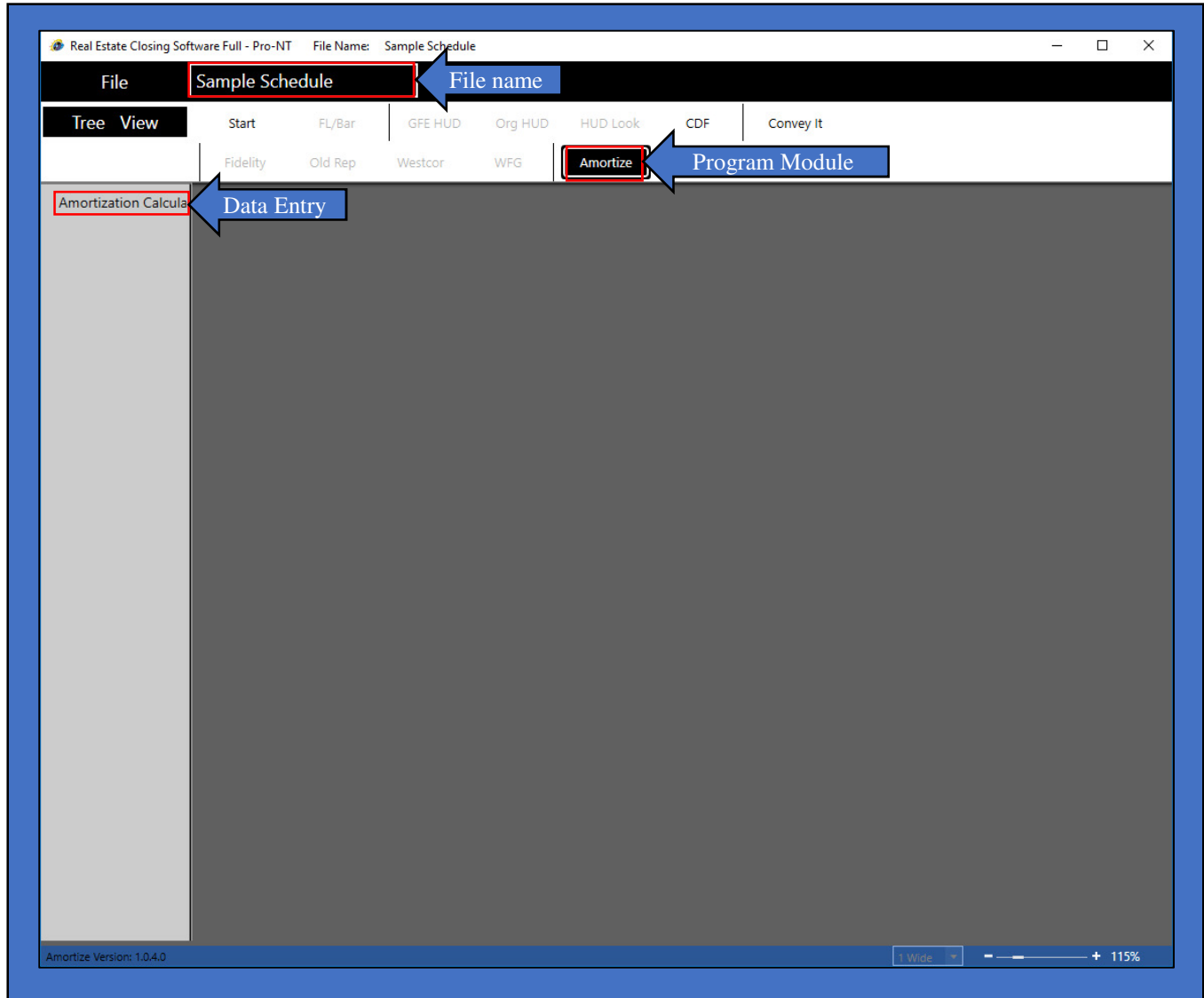


This publication contains fictitious information and should not be construed as legal training, but as a guide to DisplaySoft™ software product functions and design.

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GETTING STARTED

Open a File, click AMORIZE, and then click “Amortization Calculator” to get started.



DATA FROM START

Data entered in Start appears on the Amortization Schedule. This information can be changed or keyed in directly.

Real Estate Closing Software Full - Pro-NT File Name: Sample Schedule

File Sample Schedule

Tree View Start FL/Bar GFE HUD Org HUD HUD Look CDF Convey It

Fidelity Old Rep Westcor WFG Amortize

Amortization Schedule

Amortization Information

Date Issued Select a date 15

First Payment Due Date Select a date 15

Principle Loan Amount \$100,000.00

Annual Interest Rate 0.000

Amortize Over 0

Payment Amount \$0.00

Use calculated payment.

Transaction Information

Borrower Bob G. Borrower

Seller Sam Seller and Sally Seller

Property 1234 Property Street
Okeechobee FL 34974

Special Payments Generate Schedule

Payment No.	Payment Due Date	Payment Amount	Applied to Principal	Applied to Interest	Balance
AMORTIZATION SUMMARY					
Payoff Date:					
Amortized Amount: \$0.00					
Total Interest Paid: \$0.00					
Total Payments: \$0.00					
Total Number of Payments: 0					

Amortize Version: 1.0.4.0 1 Wide 115%

LOAN TERMS

Begin by selecting a “First Payment Due Date” and then fill in the loan and payment frequency information necessary to generate a payment schedule. Click the “Generate Schedule” button to obtain the payment amount (P&I) and to calculate the payment schedule, including the maturity date.

Amortization Schedule

Amortization Information
 Date Issued 10/09/2018
 First Payment Due Date 12/03/2018
 Principle Loan Amount \$100,000.00
 Annual Interest Rate 3.275
 Amortize Over 360
 Payment Amount \$436.58
 Use calculated payment.

Transaction Information
 Borrower Bob G. Borrower
 Seller Sam Seller and Sally Seller
 Property 1234 Property Street
 FL

Loan Information
 File No. Sample Schedule
 Based on 360 Days
 Monthly (12/Yr) Bi-Monthly (26)
 Quarterly (4/Yr) Semi Annual
 Annually (1/Yr)

Generate Schedule **Payment** **Calculate**

Payment No.	Payment Due Date	Payment Amount	Applied to Principal	Applied to Interest	Balance
1	12/03/2018	\$436.58	\$163.67	\$272.91	\$99,836.33
Totals For	2018	\$436.58	\$163.67	\$272.91	\$99,836.33
2	01/03/2019	\$436.58	\$164.11	\$272.47	\$99,672.22
3	02/03/2019	\$436.58	\$164.56	\$272.02	\$99,507.66
4	03/03/2019	\$436.58	\$165.01	\$271.57	\$99,342.66
5	04/03/2019	\$436.58	\$165.45	\$271.13	\$99,177.20
6	05/03/2019	\$436.58	\$165.91	\$270.67	\$99,011.29
7	06/03/2019	\$436.58	\$166.36	\$270.22	\$98,844.93
8	07/03/2019	\$436.58	\$166.82	\$269.76	\$98,678.11
9	08/03/2019	\$436.58	\$167.27	\$269.31	\$98,510.84
10	09/03/2019	\$436.58	\$167.73	\$268.85	\$98,343.11
11	10/03/2019	\$436.58	\$168.18	\$268.40	\$98,174.93
12	11/03/2019	\$436.58	\$168.64	\$267.94	\$98,006.29
13	12/03/2019	\$436.58	\$169.11	\$267.47	\$97,837.18
Totals For	2019	\$5,238.96	\$1,999.16	\$3,239.80	\$97,837.18
14	01/03/2020	\$436.58	\$169.56	\$267.02	\$97,667.62
15	02/03/2020	\$436.58	\$170.02	\$266.56	\$97,497.59
16	03/03/2020	\$436.58	\$170.49	\$266.09	\$97,327.10
17	04/03/2020	\$436.58	\$170.95	\$265.63	\$97,156.15
18	05/03/2020	\$436.58	\$171.43	\$265.15	\$96,984.72

SPECIAL PAYMENTS

The “Special Payments” button opens a window and offers a selection of payment options.

- Fill in the Loan information and then click the “Special Payments” button.
- Set the payment option.
- Click the “Add” button for each change.
- Exit the “Special Payments” window
- Click the “Generate Schedule” button.

In some instances, special payments will cause the loan to be paid in full before the “Amortize Over” payment number occurs, i.e., a balloon loan amortized over 360 monthly payments (loan information = 360 monthly payments) could be paid in full on the 60th payment (special payments = balloon).

The “Normal P&I” payment option is used to revert an “interest only” payment option, i.e., the first 12 payments are “interest only,” and then “Normal P&I” begins on the 13th payment.

Real Estate Closing Software Full - Pro-NT File Name: Sample Schedule

File Sample Schedule

Tree View Start FL/Bar GFE HUD Org HUD HUD Look CDF Convey It

Fidelity Old Rep Westcor WFG Amortize

Amortization Schedule

Amortization Information Date Issued 10/09/2018 15

Transaction Information Borrower Bob G. Borrower

Loan Information File No. Sample Schedule Based on 360 Days Monthly(12/Yr) Bi-Monthly(26/Yr) Quarterly(4/Yr) Semi Annually(2/Yr) Annually(1/Yr)

First Payment Due Date 12/03/2018 15 Seller Sam Seller and Sally Seller

Principle Loan Amount \$100,000.00

Annual Interest Rate 3.275

Amortize Over 360

Payment Amount \$436.58

Use calculated payment. Special Payments

Payment No. 1

Totals For

2

3

4

5

6

7

8

9

10

11

12

13

Totals For

14

15

16

17

18

Balance \$99,836.33

\$99,836.33

\$99,672.22

\$99,507.66

\$99,342.66

\$99,177.20

\$99,011.29

\$98,844.93

\$98,678.11

\$98,510.84

\$98,343.11

\$98,174.93

\$98,006.29

\$97,837.18

\$97,667.62

\$97,497.59

\$97,327.10

\$97,156.15

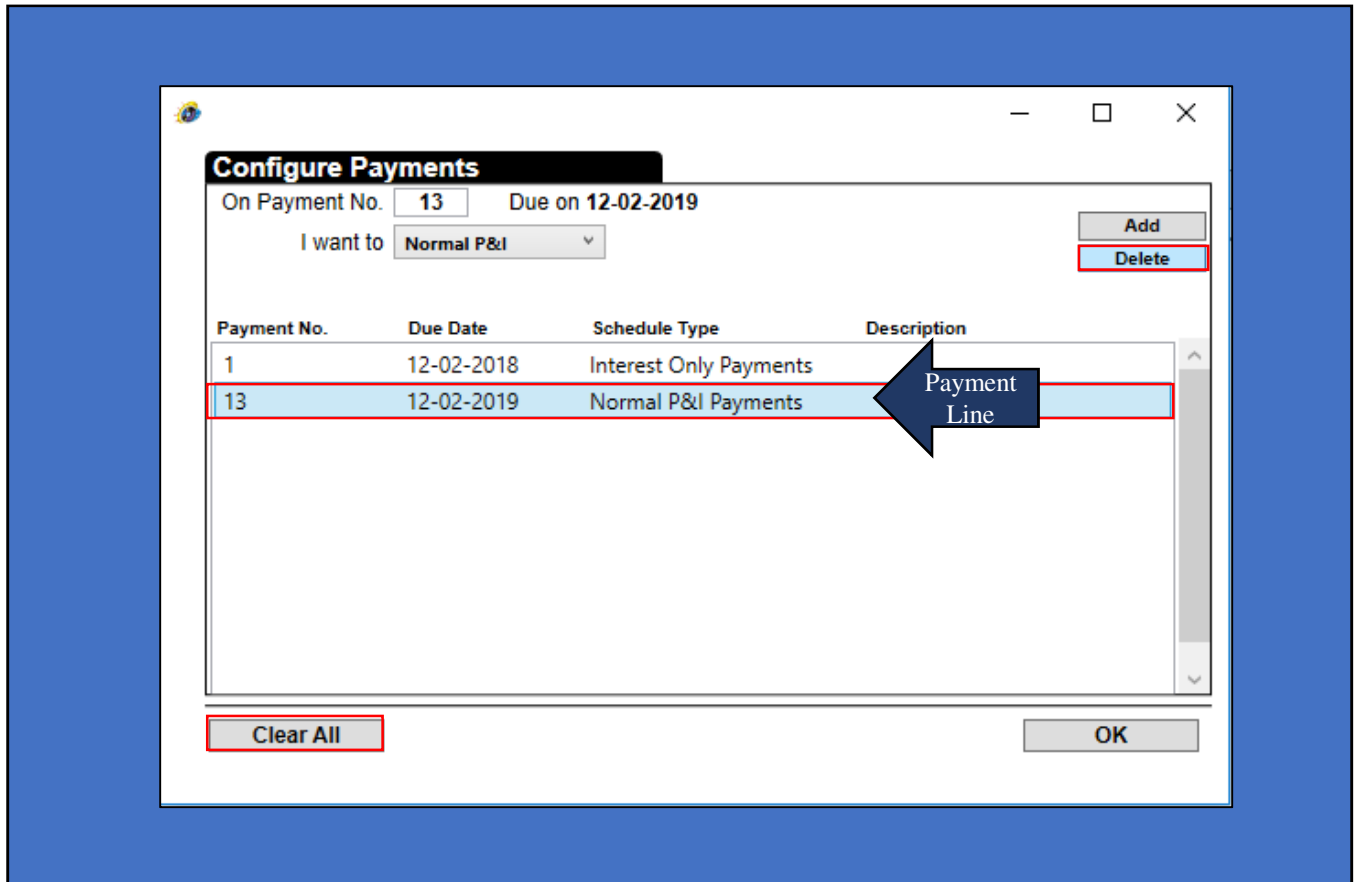
\$96,984.72

Amortize Version: 1.0.4.0

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To remove one special payment, click the payment number line to select the payment line, then click the “Delete” button to remove.

The “Clear All” button will remove all payment lines.



Configure Balloon Payment

This sample loan is amortized over 360 monthly payments. Inside the “Special Payments” button, the balloon payment is set for the 60th payment.

Amortization Schedule

Amortization Information Date Issued 09/26/2018 <input type="text" value="15"/> First Payment Due Date 11/02/2018 <input type="text" value="15"/> Principle Loan Amount \$100,000.00 Annual Interest Rate 3.375 Amortize Over 360 Payment Amount \$442.10 <input checked="" type="checkbox"/> Use calculated payment.	Transaction Information Borrower Bob G. Borrower Seller Sam Seller and Sally Seller Property 1234 Property Street Okeechobee FL 34974	Loan Information File No. Sample Based on <input type="checkbox"/> 360 Days <input type="checkbox"/> Monthly(12/Yr) <input type="checkbox"/> Bi-Monthly(26/Yr) <input type="checkbox"/> Quarterly(4/Yr) <input type="checkbox"/> Semi Annually(2/Yr) <input type="checkbox"/> Annually(1/Yr)
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Payment No.	Payment Due Date	Payment Amount	Applied to Principal	Applied to Interest	Balance
1					\$99,839.15
2					\$99,677.85
Totals For					\$99,677.85
3					\$99,516.08
4					\$99,353.88
5					\$99,191.21
6					\$99,028.09
7					\$98,864.50
8					\$98,700.45
9					\$98,535.95
10					\$98,370.98
11					\$98,205.55
12					\$98,039.66
13					\$97,873.30
14					\$97,706.47
Totals For					\$97,706.47
15					\$97,539.16
16					\$97,371.39
17					\$97,203.15
18	04/02/2020	\$442.10	\$168.72	\$273.38	\$97,034.43

Configure Payments
 On Payment No. Due on 11-02-2023
 I want to

Payment No.	Due Date	Schedule Type	Description
60	11-02-2023	Balloon Payment	

Cofigure Interest Only Payments

In this sample, the loan is amortized over 360 monthly payments. Inside the “Special Payments” the first 12 payments are set for “Interest Only” then converts to “Normal P&I” beginning on the 13th payment until the loan is paid in full on the 360th payment. The last payment will include the unpaid interest for the first 12 payments.

Amortization Schedule

Amortization Information Date Issued 09/26/2018 <input type="text" value="15"/> First Payment Due Date 11/02/2018 <input type="text" value="15"/> Principle Loan Amount \$100,000.00 Annual Interest Rate 3.375 Amortize Over 360 Payment Amount \$442.10 <input checked="" type="checkbox"/> Use calculated payment.	Transaction Information Borrower Bob G. Borrower Seller Sam Seller and Sally Seller Property 1234 Property Street Okeechobee FL 34974	Loan Information File No. Sample Based on <input type="checkbox"/> 360 Days <input checked="" type="checkbox"/> Monthly(12/Yr) <input type="checkbox"/> Bi-Monthly(26/Yr) <input type="checkbox"/> Quarterly(4/Yr) <input type="checkbox"/> Semi Annually(2/Yr) <input type="checkbox"/> Annually(1/Yr)
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Payment No.	Payment Due Date	Payment Amount	Applied to Principal	Applied to Interest	Balance
Intrest Only Payments					
1	11/02/2018	\$281.25	\$0.00	\$281.25	\$100,000.00
2					\$100,000.00
Totals For					
3					\$100,000.00
4					\$100,000.00
5					\$100,000.00
6					\$100,000.00
7					\$100,000.00
8					\$100,000.00
9					\$100,000.00
10					\$100,000.00
11					\$100,000.00
12					\$100,000.00
Normal P&I Pay					
13					\$99,839.15
14					\$99,677.85
Totals For					
15					\$99,516.08
16					\$99,353.88
17					\$99,191.21
18	04/02/2020	\$442.10	\$163.12	\$278.98	\$99,028.09
19	05/02/2020	\$442.10	\$163.58	\$278.52	\$98,864.50

Configure Payments

On Payment No. Due on 12-02-2019

I want to

Payment No.	Due Date	Schedule Type	Description
<input type="text" value="1"/>	12-02-2018	<input type="text" value="Interest Only Payments"/>	
<input type="text" value="13"/>	12-02-2019	<input type="text" value="Normal P&I Payments"/>	

Configure Extra Payment

The loan in this example is amortized over 360 monthly payments. Inside the “Special Payments” window, an extra payment is scheduled to occur on the 2nd payment, re-occurring (optional feature) every 6 payments. This loan will be paid in full on the 60th payment, including interest.

Amortization Schedule

Amortization Information

Date Issued 09/26/2018

First Payment Due Date 11/02/2018

Principle Loan Amount \$100,000.00

Annual Interest Rate 3.375

Amortize Over 360

Payment Amount \$442.10

Use calculated payment.

Payment No.	Payment Due Date	Payment Amount
1	11/02/2018	\$442.10
Extra Payment: \$100.00		
2	12/02/2018	\$542.10
Totals For 2018 \$984.20		
3	01/02/2019	\$442.10
4	02/02/2019	\$442.10
5	03/02/2019	\$442.10
6	04/02/2019	\$442.10
7	05/02/2019	\$442.10
Extra Payment: \$100.00		
8	06/02/2019	\$542.10
9	07/02/2019	\$442.10
10	08/02/2019	\$442.10
11	09/02/2019	\$442.10
12	10/02/2019	\$442.10
13	11/02/2019	\$442.10
Extra Payment: \$100.00		
14	12/02/2019	\$542.10
Totals For 2019 \$5,505.20		

Configure Payments

On Payment No. Due on 01-02-2019

I want to of Optional

Payment No.	Due Date	Schedule Type	Description
2	01-02-2019	Extra Payment	\$100.00

AMORTIZATION SUMMARY

The last page of the Amortization Schedule provides a loan summary.

The screenshot shows the 'Amortize' software interface. The title bar reads 'Real Estate Closing Software Full - Pro-NT' and 'File Name: Sample'. The main window has a menu bar with 'File' and a search field containing 'Sample'. Below the menu bar is a toolbar with icons for a tree view, a pin, and an upload arrow. The main area is divided into several sections: 'Tree View', 'Start', 'FL/Bar', 'GFE HUD', 'Org HUD', 'HUD Look', 'CDF', and 'Convey It'. Under 'Start', there are sub-sections for 'Fidelity', 'Old Rep', 'Westcor', and 'WFG'. A button labeled 'Amortize' is visible. The main data area contains a table with columns for payment number, date, and amounts. A red-bordered box highlights the 'AMORTIZATION SUMMARY' section, which includes the following details:

Payment #	Date	Amount	Interest	Principal	Balance
52	02/02/2023	\$442.10	\$185.62	\$256.48	\$91,006.83
53	03/02/2023	\$442.10	\$186.14	\$255.96	\$90,820.69
54	04/02/2023	\$442.10	\$186.67	\$255.43	\$90,634.02
55	05/02/2023	\$442.10	\$187.20	\$254.90	\$90,446.83
56	06/02/2023	\$442.10	\$187.72	\$254.38	\$90,259.11
57	07/02/2023	\$442.10	\$188.24	\$253.86	\$90,070.86
58	08/02/2023	\$442.10	\$188.78	\$253.32	\$89,882.08
59	09/02/2023	\$442.10	\$189.31	\$252.79	\$89,692.78
Balloon Payment					
60	10/02/2023	\$89,945.04	\$89,692.78	\$252.26	\$0.00

AMORTIZATION SUMMARY
 Payoff Date: 10/02/2023
 Amortized Amount: \$116,028.94
 Total Interest Paid: \$16,028.94
 Total Payments: \$116,028.94
 Total Number of Payments: 60

Page 2

Amortize Version: 1.0.4.0

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OUTPUT

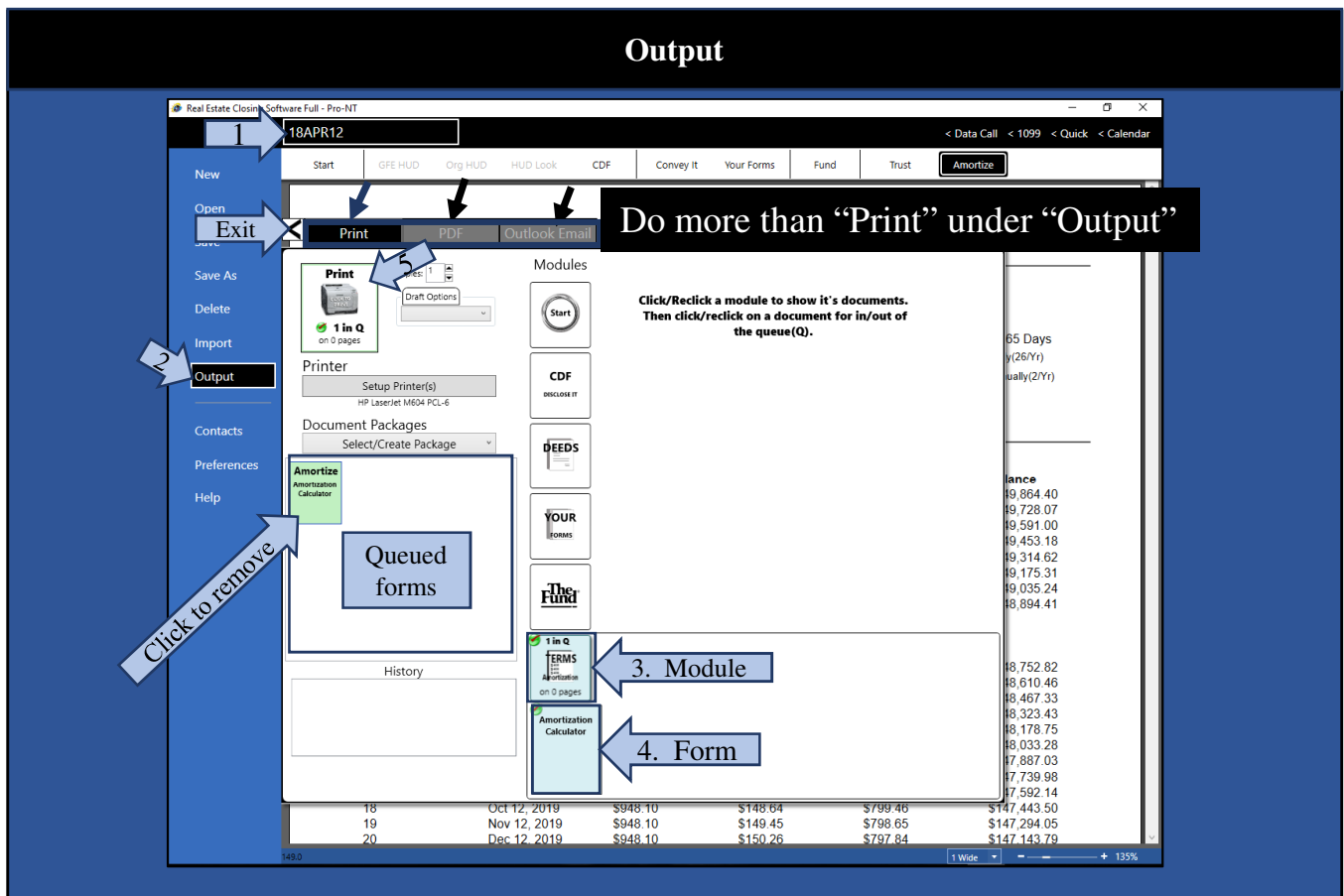
Once the data entry is completed, use “Output” to produce forms via Print, PDF and Email. Choose any form in any module and print them all at once.

Print, PDF and Outlook Email:

1. Click “File.”
2. Click “Output.”
3. Click the “Terms” program “Module” button.
4. Click the document form name, “Amortization Calculator” to add it to the “Queue.”
5. Click the Print (1 in Q) button; Or click “PDF,” or “Outlook Email,” to produce the queued forms.

Also:

- Click the document name in the queue to deselect a queued document (cancel).
- Click the expander to exit  output and return to data entry, or click “File” to return to the “Doc Menu” for data entry.



Output

18APR12

Start GFE HUD Org HUD HUD Lock CDF Convey It Your Forms Fund Trust Amortize

Print PDF Outlook Email

Do more than “Print” under “Output”

Print 1 in Q on 0 pages

Printer Setup Printer(s) HP LaserJet M604 PCL-6

Document Packages Select/Create Package

Queued forms

History

3. Module

4. Form

18	Oct 12, 2019	\$948.10	\$148.64	\$799.46	\$147,443.50
19	Nov 12, 2019	\$948.10	\$149.45	\$798.65	\$147,294.05
20	Dec 12, 2019	\$948.10	\$150.26	\$797.84	\$147,143.79

For questions or assistance contact:

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