

Instructions for Reconciliation of Mortgage Portfolio (Form SER-11)

Prepared by: Seller/Servicer

Distribution: Remit this report with Forms SER-12, SER-13 and SER-14. This report is due quarterly for the periods ending March 31, June 30, September 30 and December 31. Reports are due by the 20th of the following month (e.g., if remitting reconciliation reports for the June 30 cutoff, reports are due by July 20).

Reporting Period: Effective date of reconciliation (mm/yy).

Portfolio Balances per Servicer's Records/Loan Count: Servicer's loan count for portfolio as of the end of the reporting period.

Portfolio Balances per Servicer's Records/Unpaid Principal Balance: Servicer's principal balance for the portfolio as of the end of the reporting period.

AHFC Loan Number: AHFC loan number for loans with principal balance differences between AHFC and Servicer records.

Explanation of Differences: Reason for the discrepancy in principal balance between AHFC and Servicer records.

Loan Count: Used if the loan count is affected by the discrepancy.

Reconciling Principal Balance Differences: Difference between AHFC and Servicer records in unpaid principal balance.

Portfolio Totals per AHFC Records/Loan Count: Loan count on the AHFC Trial Balance.

Portfolio Total per AHFC Records/Unpaid Principal Balance: AHFC principal balance on the AHFC Trial Balance.

Note: The Portfolio Balances per Servicer Records, plus the detailed Reconciling Differences for both Loan Count and Principal Balance must equal the Portfolio Totals per AHFC Records.

Servicer Name: Name of the servicing institution.

Submit: Form SER-11 by the 20th of the month following the cut-off date.