Downloading Monthly Matching and Suspense (MAS).csv File

ISSUER MAS QUICK REFERENCE CARD

DOWNLOADING MONTHLY MATCHING AND SUSPENSE (MAS) IN THE GINNIE MAE ENTERPRISE PORTAL

- Log in to Ginnie Mae Enterprise Portal (GMEP) at www.eginniemae.net
- 2. Open the RFS drop down menu.
- 3. Click on RFS / Matching and Suspense (MAS).



- Click on Downloads. There are several choices for particular download files. Select the specific file as needed.
- 5. Click on **Insurance**, for the insurance non-match file.

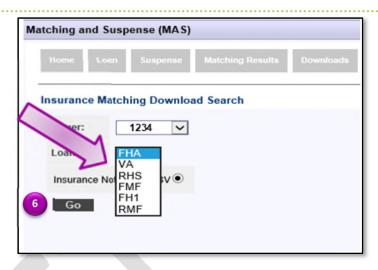




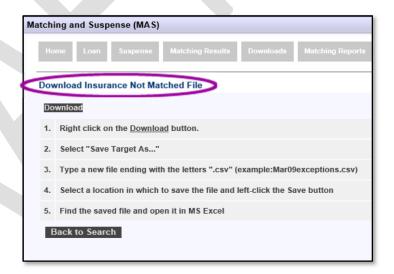
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6. Select **Loan Type** and click **GO**.



7. The **Download** screen is displayed. Follow the instructions to open and save the file for review.



- 8. Follow the **Instructions** on the screen to download the Exceptions CSV File to a local workstation. The download is done on the local workstation using Windows functions and is not controlled by RFS. Usually the download file will open in MS Excel, but can be opened by other applications depending on the local workstation.
- The Image to the right, illustrates the Exceptions CSV
 File, when opened in Excel. Consult the MAS User Guide for additional information about the download file.

