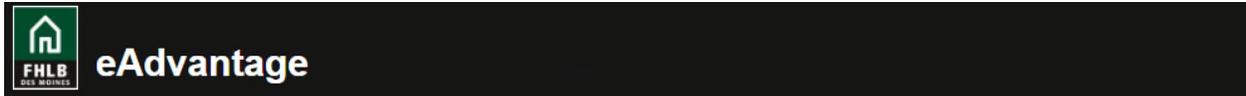




## Releasing Individual Listed or Delivered Loans

This document details steps to release pledged loans individually using eAdvantage. This process is to be used by all members/housing associates pledging loans via a monthly listing file, with the loan documentation retained by the member or by FHLB Des Moines' approved custodian.

1. Log on to eAdvantage at <https://ebus.fhlbdm.com/>.



This is a secured site for customers of the Federal Home Loan Bank of Des Moines.

User ID

Password

Login

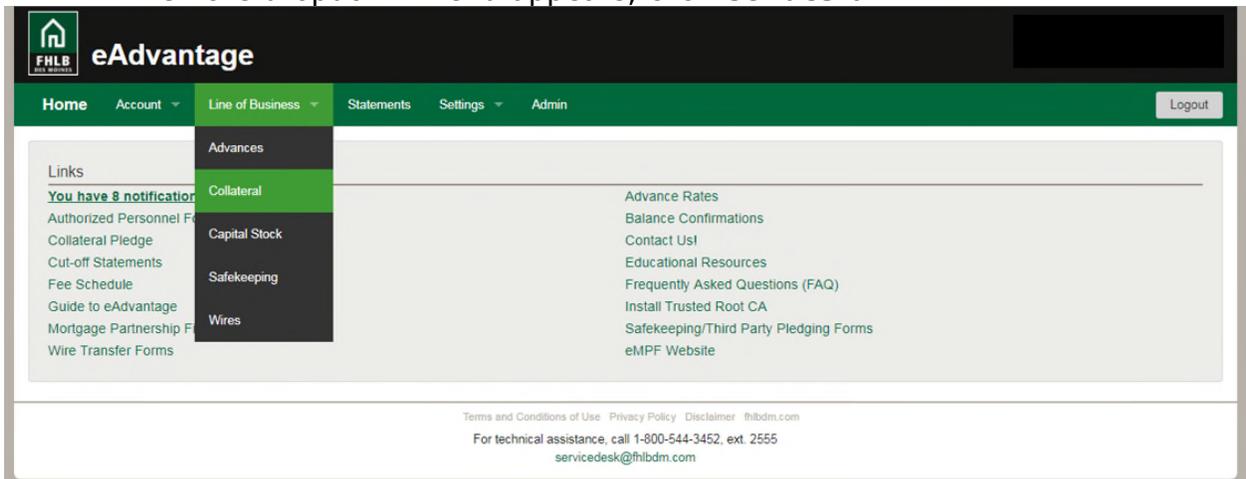
- [Reset your password](#)
- [Signup for eAdvantage](#)
- [Frequently Asked Questions](#)
- [Remove or Add a User Administrator](#)

For optimum performance, the Bank recommends the use of Internet Explorer 9.0 or higher.

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*Don't have eAdvantage credentials, or unsure of your login information? Your institution's **eAdvantage Administrators** can assist. The FHLB Des Moines Membership team can assist your institution's **Administrators** and can be reached at 515-412-2222 or [MFS-Membership@fhlbdm.com](mailto:MFS-Membership@fhlbdm.com).*

2. From the green ribbon at the top of the page, hover your cursor over **Line of Business**.  
When the dropdown menu appears, click **Collateral**.



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For technical assistance, call 1-800-544-3452, ext. 2555  
[service@fhlbdm.com](mailto:service@fhlbdm.com)

- From the Collateral Summary screen, click the **Release Loans** link in the "Collateral Links" box, located on the right side of the page.

Current Member -Home Collateral Logout

### Collateral Summary

Data Updated: 12-26-2018 01:04 PM  
APSA Date: 05-24-2006  
Collateral Status: Blanket APSA

[+ Loan Listings](#)  
[+ BBCs](#)  
[+ Securities or Cash](#)

#### Loans Pledged

Collateral Type	Unpaid Principal	Market Value / Adjusted Unpaid	Adv Equivalent	# of Items	LTV
1101 1-4 Fam 1st Mtg	\$189,332,531.78	\$189,332,531.78	\$155,252,676.06	1	82
1103 Residential 1-4 Fam 1st Mtg SP	\$12,085,055.22	\$12,085,055.22	\$7,734,435.34	0	64
1109 Multi-Family 1st Mtg	\$64,525,153.00	\$64,525,153.00	\$41,941,349.45	1	65
1402 Coml RE 1st Mtg	\$793,559,177.00	\$793,559,177.00	\$547,555,832.13	1	69
1471 RETAIN PTPN CRE 1st Mtg Owner Occup	\$81,137,366.00	\$81,137,366.00	\$55,984,782.54	11	69
<b>Total Loans Pledged:</b>	<b>\$1,140,639,283.00</b>	<b>\$1,140,639,283.00</b>	<b>\$808,469,075.52</b>	<b>14</b>	

[Export Loans Pledged](#)

#### Securities

Collateral Type	Unpaid Principal	Market Value	Adv Equivalent	# of Items	LTV
<b>Total Securities/Term Time Pledged:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0</b>	

#### Summary

Collateral Type	Unpaid Principal	Market Value	Adv Equivalent	# of Items	LTV
<b>Total Pledged Collateral</b>	<b>\$1,140,639,283.00</b>	<b>\$1,140,639,283.00</b>	<b>\$808,469,075.52</b>	<b>14</b>	

Current FHLB indebtedness *excluding* Forward Starting Advances: **\$290,000,000**  
Remaining collateral capacity (Advance Equivalent) *excluding* Forward Starting Advances: **\$518,469,076**  
Total FHLB indebtedness *including* Forward Starting Advances: **\$290,000,000**  
Total remaining collateral capacity (Advance Equivalent) *including* Forward Starting Advances: **\$518,469,076**

[To download data as CSV, right-click and choose "Save Target As..."](#)

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**Collateral Links**  
[Enter BBC](#)  
[Pledge Listed Loans](#)  
[Release Loans](#)  
[Pledge Securities](#)  
[Release Securities](#)

- Select **Release Individual Loans** by clicking the button.

Current Member -Home Collateral Loan Listings Logout

### Release Loans

Loans may be released in two ways, individually or by a group.  
To release a small number of loans one at a time, select the 'Release Individual Loans' button.  
To release a large number of loans by group, select the 'Release a File of Loans' button and upload the request using the [Release Loan file format](#).

Which type of release do you want to submit?

OR

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- Complete the details for the loan to be released. When complete, select **Add** by clicking the button. You can continue to add additional line items, if needed.

**eAdvantage** Current Member -  
**FHLB** **Releases** Home Collateral Loan Listings Logout

### Release Loans

Loans may be released in two ways, individually or by a group.  
 To release a small number of loans one at a time, select the 'Release Individual Loans' button.  
 To release a large number of loans by group, select the 'Release a File of Loans' button and upload the request using the [Release Loan file format](#).

Which type of release do you want to submit?  
 OR

#### Release Individual Loans

Pledgor Code	Type Code	Loan Number	Borrower's Name	Reason
<input type="text"/>	1471 - RETAIN PTPN CRE 1s	123456	XYZ Company	Paid Off

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- Once the details of each loan to be released have been added, verify the data for accuracy. You may also add comments on this screen for special instructions (i.e. return shipping instructions, rush request, etc). When you are ready to submit the release request for processing, select **Submit Loan Release** by clicking the button.

**eAdvantage** Current Member -  
**FHLB** **Releases** Home Collateral Loan Listings Logout

### Release Loans

Loans may be released in two ways, individually or by a group.  
 To release a small number of loans one at a time, select the 'Release Individual Loans' button.  
 To release a large number of loans by group, select the 'Release a File of Loans' button and upload the request using the [Release Loan file format](#).

Which type of release do you want to submit?  
 OR

#### Release Individual Loans

Pledgor Code	Type Code	Loan Number	Borrower's Name	Reason
<input type="text"/>	1101 - 1-4 Fam 1st Mtg	<input type="text"/>	<input type="text"/>	Paid Off

#### Loans To Release

Pledgor Code	Type Code	Loan Number	Name	Reason
	1471 - RETAIN PTPN CRE 1st Mtg Owner Occup	123456	XYZ Company	Paid Off

Comments:

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7. Confirm the details of the release request one final time. To make corrections, select **Cancel Loan Release**, or to submit for processing by FHLB Des Moines staff, select **Submit Loan Release** by clicking the button.

**eAdvantage**  
FHLB  
DES MOINES  
Releases

Current Member -

Home Collateral Loan Listings Logout

### Confirm Your Release

Pledgor Code	Type Code	Loan Number	Borrower's Name	Reason
	1471	123456	XYZ Company	Paid Off

Cancel Loan Release -OR- Submit Loan Release

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8. A confirmatory pop-up will appear. Check the box indicating your acceptance of the release request, and then select **Confirm** by clicking the button.

**eAdvantage**  
FHLB  
DES MOINES  
Releases

Current Member -

Home Collateral Loan Listings Logout

### Confirm Your Release

Pledgor Code	Type Code	Reason
	1471	Paid Off

**Are you sure you want to submit this Loan Release?**

I certify that the attached file/list of loans is released from assignment to the Federal Home Loan Bank of Des Moines

Check this to confirm you wish to submit

Cancel Confirm

9. Once the screen below appears, the release request is completed and has been submitted for processing by FHLB Des Moines.

**eAdvantage**  
FHLB  
DES MOINES  
Releases

Current Member -

Home Collateral Loan Listings Logout

### View Released Loan

Submitted By: on 12/28/2018 03:10 PM

Pledgor Code	Type Code	Loan Number	Borrower's Name	Reason
	1471	123456	XYZ Company	Paid Off

View History

[Collateral Links](#)

- [Enter BBC](#)
- [Pledge Listed Loans](#)
- [Release Loans](#)
- [Pledge Securities](#)
- [Release Securities](#)

[Collateral Assistance](#)

- [Getting Started - Loan Listing Files](#)
- [Eligibility Guidelines and Checklist](#)
- [Collateral Loan to Value - LTV](#)
- [Collateral Procedures](#)
- [Member Products Policy](#)
- [Frequently Asked Questions](#)
- [Help / Contact](#)
- [Listing Sample File Format](#)
- [Release Sample File Format](#)

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From this screen, you can print a confirmation of the release request by clicking the printer icon near the upper right corner of the page. You can also select **View History** by clicking the button to view a list past loan release requests.

\* \* \*

Once your release request is submitted, you can generally expect the loan to be released within one business day. For members/housing associates who are required to deliver loan collateral to FHLB Des Moines' approved custodian, loan files are generally returned within 3-5 business days via FedEx.

If you have questions regarding the release process, contact the [Collateral Department](#).

*Updated 12/26/2018*