



Accounts Receivable Escrow

Escrow Parameters Form

103-ar-parm-Escrow

Release 6.1.1702

Last Revision Update: March 14, 2022

Document Audit History

Version	Date	Author	Changes
1.0	2022-03-14	Olusegun Olaniyan	Doc. Creation
1.1	2022-11-18	Olusegun Olaniyan	Update



Disclaimer

Harris Govern has taken due care in preparing this document. However, nothing contained herein modifies or alters in any way the standard terms and conditions of the purchase, lease, or license agreement by which the product was acquired, nor increases in any way the liability of Harris Govern to the customer.

Table of Contents

Accounts Receivable (A/R) - Escrow Parameters	5
Overview	5
User Interface (UI).....	5
A/R Escrow Parameters Form	5
A/R Escrow Parameters Form – parameters	6
Configuration	7
Pre-Configuration Steps	7
Govern New Administration (GNA).....	8
Configuration of Escrow Periods.....	8
Appendix	16
Classes	16
UI	16
View Models:	16
Database	16
Configuration	17

Accounts Receivable (A/R) - Escrow Parameters

Version 6.1.1702.0557

Overview

NOTE: A/R Escrow is not a standard function. The individual Escrow process can vary, and as such, with arrangements with Govern development, the module may be customized to meet individual business requirements. It is through the A/R Escrow Parameter form that Escrow Information is created and maintained. For more information on the ESCROW feature please contact Govern R&D.

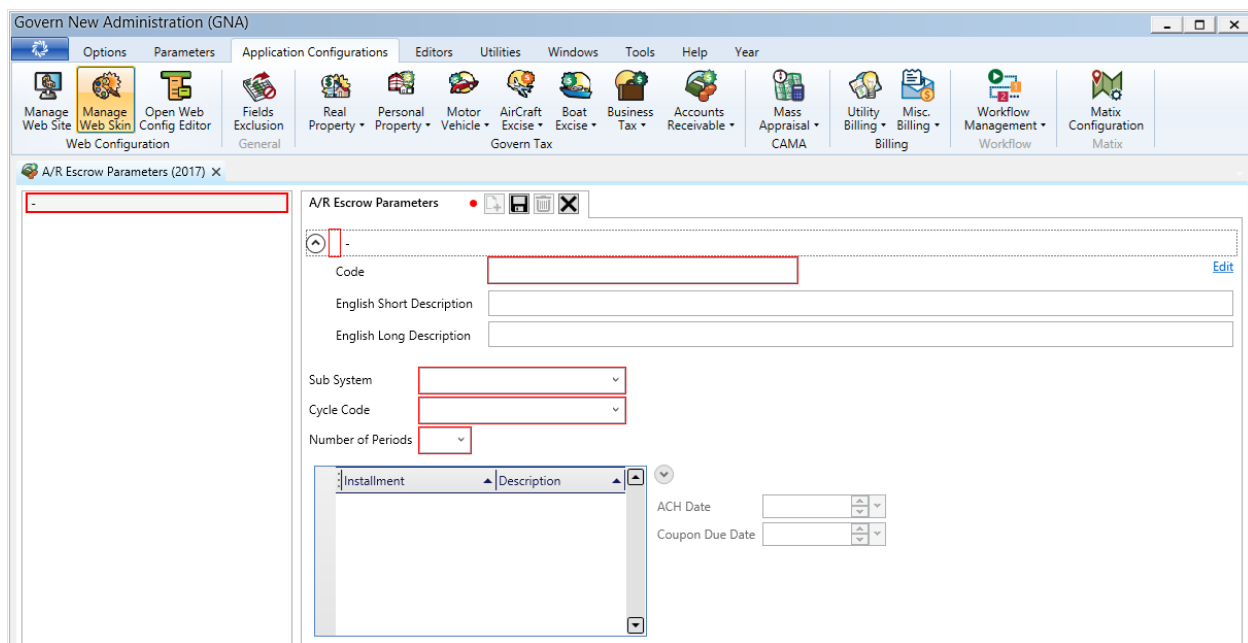
Escrow is a legal concept in which a financial instrument or asset is held by a third party on behalf of two other parties that are in the process of completing a transaction. The funds or assets are held by the escrow agent until it receives instructions or until predetermined contractual obligations have been fulfilled. Money, securities, and funds can all be held in escrow.

In the current context of Govern, Escrow payments allow taxpayers to sign up to send in coupons or ACH transactions out of their savings or checking accounts. The escrow module allows counties to manage escrow accounts, calculate/override amounts to be withdrawn, send out coupons, import payments, and enter payments to satisfy the requirements of the escrow process. In addition, the escrow module will calculate interest earned on certain types of escrow accounts. At the end, the system will apply the escrow payments to the qualifying accounts.

User Interface (UI)

A/R Escrow Parameters Form

The A/R Escrow Parameter editor is a standard Govern parameter creation UI. For UI details, refer to the *Govern New Administration (GNA) Editors* section of the GNA user guide.



The screenshot shows the 'A/R Escrow Parameters' form within the 'Govern New Administration (GNA)' application. The interface includes a menu bar with options like 'Options', 'Parameters', 'Application Configurations', 'Editors', 'Utilities', 'Windows', 'Tools', 'Help', and 'Year'. Below the menu is a toolbar with various icons for managing the application. The main form area is titled 'A/R Escrow Parameters (2017) X' and contains several input fields and dropdown menus. The fields are: 'Code' (a text box), 'English Short Description' (a text box), 'English Long Description' (a text box), 'Sub System' (a dropdown menu), 'Cycle Code' (a dropdown menu), and 'Number of Periods' (a dropdown menu). There is also a table with two columns: 'Installment' and 'Description'. To the right of the table are two date pickers: 'ACH Date' and 'Coupon Due Date'. The form is designed for creating and managing A/R Escrow parameters.

A/R Escrow Parameters Form – parameters

In order to set up the Escrow, users must create the required account types in the **A/R Escrow Parameters** form. When the A/R menu item is selected, you will need to complete the required parameters.

Code – Enter a unique period detail code. This field is auto populated with the period code and a formatted period number in the following format: **PeriodCode_PeriodNo**. This is a **required field**.

EXAMPLE: When the period code selected is “MONTHLY”, then the generated codes will be MONTHLY_01, MONTHLY_02, MONTHLY_03, ... , MONTHLY_12.

English Short Description – This is the English description that will be used for fast data entry and lookups where space is limited on forms.

English Long Description – Enter the English description that will be displayed for lookups on forms, and normally used for reporting

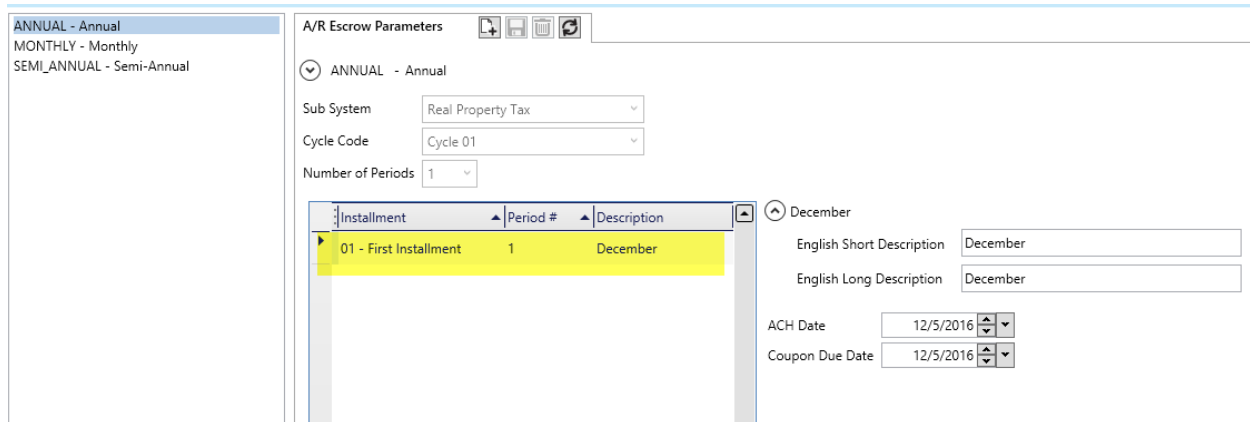
Sub System – Select the Sub System of the account type; select *Real Property (RE)* for Escrow to function. Please note that this is a **Required field**.

Cycle Code – Select the Escrow cycle code from the combo-box; this **required field** will contain the Escrow cycle code.

Number of Periods – Select the number of periods required for the escrow. These periods will correspond to an annual, semi-annual, or monthly setup.

- **Annual** – When the requirement of the escrow is annual, the number of Periods is set to 1; when selected, the system will create one (1) escrow detail parameter.
- **Semi-Annual** – An escrow that is semi-annual will require two periods; when selected, the system will create two (2) escrow detail parameters.
- **Monthly** – When monthly is selected, the number of *periods* is twelve; when selected, the system will automatically create twelve (12) escrow detail parameters.

When a period has been selected in *Number of Periods*, the grid below the parameter will be populated accordingly.



A/R Escrow Parameters

ANNUAL - Annual

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 1

Installment	Period #	Description
01 - First Installment	1	December

December

English Short Description: December

English Long Description: December

ACH Date: 12/5/2016

Coupon Due Date: 12/5/2016

After selecting a period number, each escrow installment detail will display its required parameters. Click on each line item in the grid to display its corresponding parameters.

Period Code: This is a unique account type code; this parameter is auto filled from the master escrow.

Installment: The installment of the escrow detail.

- For the 1st half, the installment = '01'
- For the 2nd half, the installment = '02'

For example,

- Monthly - First 6 periods: the installment = '01'
- Monthly - Last 6 periods: the installment = '02'
- Annual: the installment = '01'
- Semi-Annual - the first period: the installment = '01'
- Semi-Annual - the last period: the installment = '02'

ACH Date: This is the date for the *Automated Clearing House* (ACH) transaction; this is a **Required field**.

NOTE: The current ACH date must be **greater than** the previous ACH date.

Coupon Due Date: This parameter must contain the due date for the coupon; this is a **Required field**.

NOTE: The current coupon due date must be greater than the previous coupon due date.

Once configuration is complete, the escrow record can be created and accessed in Govern.

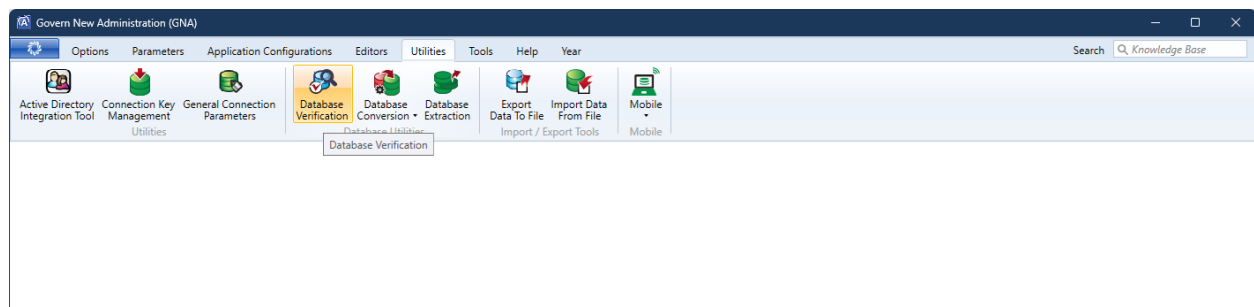
Configuration

Pre-Configuration Steps

Escrow allows a county or municipality to collect money that will be kept in a temporary account in advance. The user must create all account types (A/R Escrow parameters) in the Govern New Administration (GNA) before creating the escrow in *Govern*.

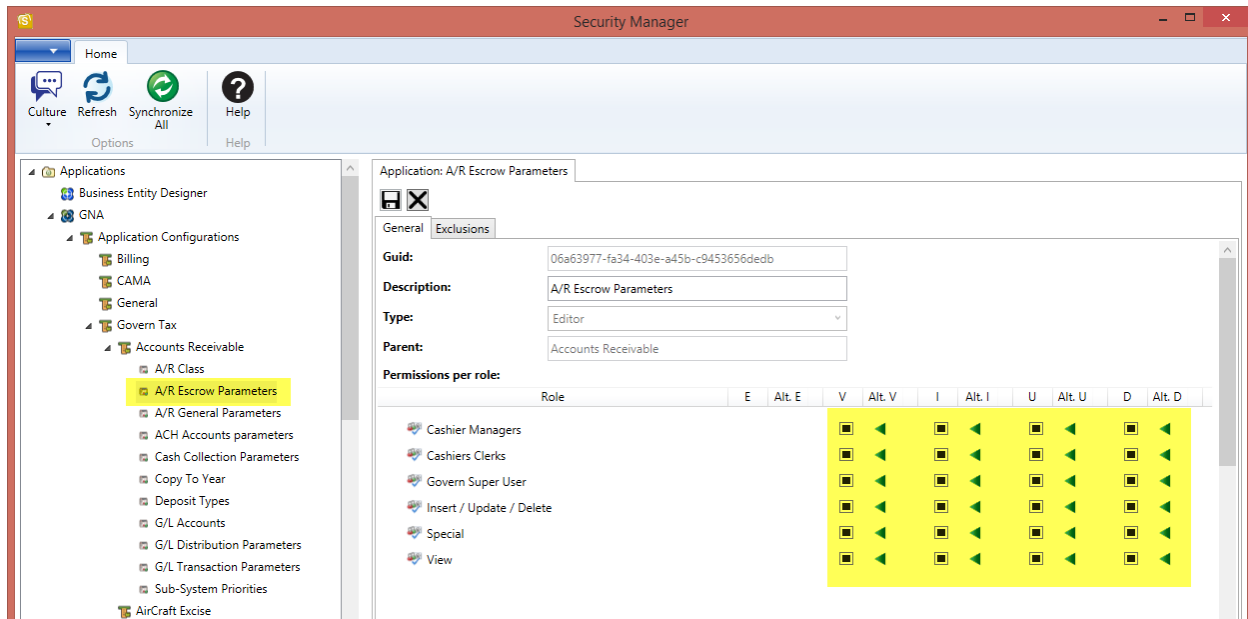
Govern New Administration (GNA)

In order to ensure that the *A/R Escrow Parameters* menu is visible in GNA, you will need to run the GNA *Verify Database* process.



Security Manager (SM)

After running the Verify Database process, open the *Govern Security Manager*. In the SM, you will need to select **Synchronize All** in the Govern Security Manager (SM).



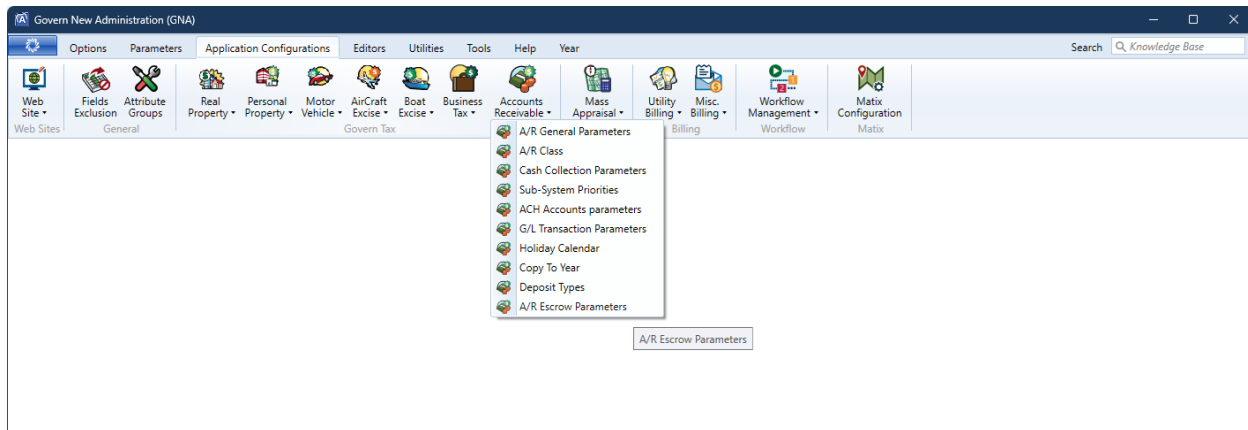
Govern New Administration (GNA)

The A/R Escrow Parameters Editor is located in the GNA.

To locate the A/R Escrow Parameters menu in the GNA ribbon:

1. Select *Application Configurations (tab)* > *Accounts Receivable (Govern Tax Group)* > **A/R Escrow Parameters**.

NOTE: If the menu is not visible in GNA, refer back to the [Pre-Configuration Steps](#) section above.



Configuration of Escrow Periods

The following steps should be used as a guide to configure the required escrow periods:

Configuration – Annual (December)

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

ANNUAL - Annual

Sub System: Real Property Tax
Cycle Code: Cycle 01
Number of Periods: 1

Installment	Period #	Description
01 - First Installment	1	December

December
English Short Description: December
English Long Description: December
ACH Date: 12/5/2016
Coupon Due Date: 12/5/2016

Configuration – Semi-Annual (December)

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters (2017) X

A/R Escrow Parameters

SEMIANNUAL - Semi-Annual

Sub System: Real Property Tax
Cycle Code: Cycle 01
Number of Periods: 2

Installment	Period #	Description
01 - First Installment	1	December
02 - Second Installment	2	June

December
English Short Description: December
English Long Description: December
ACH Date: 12/5/2016
Coupon Due Date: 12/5/2016

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters (2017) X

A/R Escrow Parameters

SEMIANNUAL - Semi-Annual

Sub System: Real Property Tax
Cycle Code: Cycle 01
Number of Periods: 2

Installment	Period #	Description
01 - First Installment	1	December
02 - Second Installment	2	June

June
English Short Description: June
English Long Description: June
ACH Date: 6/5/2017
Coupon Due Date: 6/5/2017

Configuration – Monthly

NOTE: Periods 6 and 12 will not be used for a Coupon, they will be used for ACH only.

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

August

English Short Description: August

English Long Description: August

ACH Date: 8/5/2016

Coupon Due Date: 8/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

September

English Short Description: September

English Long Description: September

ACH Date: 9/5/2016

Coupon Due Date: 9/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

October

English Short Description: October

English Long Description: October

ACH Date: 10/5/2016

Coupon Due Date: 10/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

November

English Short Description: November

English Long Description: November

ACH Date: 11/5/2016

Coupon Due Date: 11/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System Real Property Tax

Cycle Code Cycle 01

Number of Periods 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

December

English Short Description December

English Long Description December

ACH Date 12/5/2016

Coupon Due Date 12/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System Real Property Tax

Cycle Code Cycle 01

Number of Periods 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

January

English Short Description January

English Long Description January

ACH Date 1/5/2017

Coupon Due Date 1/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System Real Property Tax

Cycle Code Cycle 01

Number of Periods 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

February

English Short Description February

English Long Description February

ACH Date 2/5/2017

Coupon Due Date 2/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System Real Property Tax

Cycle Code Cycle 01

Number of Periods 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

March

English Short Description March

English Long Description March

ACH Date 3/5/2017

Coupon Due Date 3/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System Real Property Tax

Cycle Code Cycle 01

Number of Periods 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

April

English Short Description April

English Long Description April

ACH Date 4/5/2017

Coupon Due Date 4/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System Real Property Tax

Cycle Code Cycle 01

Number of Periods 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

May

English Short Description May

English Long Description May

ACH Date 5/5/2017

Coupon Due Date 5/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

June

English Short Description: June

English Long Description: June

ACH Date: 6/5/2017

Coupon Due Date: 6/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

July

English Short Description: July

English Long Description: July

ACH Date: 7/5/2017

Coupon Due Date: 7/5/2017

APPENDIX

The following modifications were made to the application to incorporate this feature.

Classes

UI

- ArEscrowView.xaml
- ArEscrowDetailView.xaml

View Models:

- ArParmEscrowCollectionViewModel.vb
- ArParmEscrowViewModel.vb
- ArParmEscrowValidator.vb
- ArParmEscrowDetailCollectionViewModel.vb
- ArParmEscrowDetailViewModel.vb
- ArParmEscrowDetailValidator.vb

Database

A/R Escrow Parameter : AR_PARM_ESCROW

- PK: YEAR_ID, PERIOD_CODE

Column Name	Type	Length	Nullable	Description
YEAR_ID	smallint			Escrow Year
PERIOD_CODE	varchar	15		Period Code (VT: ARESCROWPER)
NB_OF_PERIODS	smallint			Number of Periods
SUB_SYSTEM	varchar	15		Sub System
CYCLE_CODE	varchar	15		Cycle Code

A/R Escrow Detail Parameter: AR_PARM_ESCROW_DETAIL

- PK: YEAR_ID, PERIOD_CODE, PERIOD_DETAIL_CODE

Column Name	Type	Length	Nullable	Description
YEAR_ID	smallint			Escrow Year
PERIOD_CODE	varchar	15		Period Code (VT: ARESCROWPER)

Column Name	Type	Length	Nullable	Description
PERIOD_DETAIL_CODE	varchar	36		Period Number (VT: ARESCROWPERDET)
INSTALLMENT	varchar	2	Yes	Installment Number
ACH_DATE	datetime			ACH Date
COUPON_DUE_DATE	datetime			Coupon Due Date

Configuration

Annual (December)

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

ANNUAL - Annual

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 1

Installment	Period #	Description
01 - First Installment	1	December

December

English Short Description: December

English Long Description: December

ACH Date: 12/5/2016

Coupon Due Date: 12/5/2016

Semi-Annual (December)

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters (2017) X

A/R Escrow Parameters

SEMIANNUAL - Semi-Annual

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 2

Installment	Period #	Description
01 - First Installment	1	December
02 - Second Installment	2	June

December

English Short Description: December

English Long Description: December

ACH Date: 12/5/2016

Coupon Due Date: 12/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

SEMIANNUAL - Semi-Annual

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 2

Installment	Period #	Description
01 - First Installment	1	December
02 - Second Installment	2	June

June

English Short Description: June

English Long Description: June

ACH Date: 6/5/2017

Coupon Due Date: 6/5/2017

Monthly

NOTE: Periods 6 and 12 will not be used for Coupon, they will be used for ACH only.

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

August

English Short Description: August

English Long Description: August

ACH Date: 8/5/2016

Coupon Due Date: 8/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

September

English Short Description: September

English Long Description: September

ACH Date: 9/5/2016

Coupon Due Date: 9/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

October

English Short Description: October

English Long Description: October

ACH Date: 10/5/2016

Coupon Due Date: 10/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

November

English Short Description: November

English Long Description: November

ACH Date: 11/5/2016

Coupon Due Date: 11/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

December

English Short Description: December

English Long Description: December

ACH Date: 12/5/2016

Coupon Due Date: 12/5/2016

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

January

English Short Description: January

English Long Description: January

ACH Date: 1/5/2017

Coupon Due Date: 1/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

February

English Short Description: February

English Long Description: February

ACH Date: 2/5/2017

Coupon Due Date: 2/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

March

English Short Description: March

English Long Description: March

ACH Date: 3/5/2017

Coupon Due Date: 3/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

April

English Short Description: April

English Long Description: April

ACH Date: 4/5/2017

Coupon Due Date: 4/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

May

English Short Description: May

English Long Description: May

ACH Date: 5/5/2017

Coupon Due Date: 5/5/2017

A/R Escrow Parameters (2017) X

ANNUAL - Annual
MONTHLY - Monthly
SEMI_ANNUAL - Semi-Annual

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

June

English Short Description: June

English Long Description: June

ACH Date: 6/5/2017

Coupon Due Date: 6/5/2017

A/R Escrow Parameters (2017) X

A/R Escrow Parameters

MONTHLY - Monthly

Sub System: Real Property Tax

Cycle Code: Cycle 01

Number of Periods: 12

Installment	Period #	Description
01 - First Installment	1	August
01 - First Installment	2	September
01 - First Installment	3	October
01 - First Installment	4	November
01 - First Installment	5	December
01 - First Installment	6	January
02 - Second Installment	7	February
02 - Second Installment	8	March
02 - Second Installment	9	April
02 - Second Installment	10	May
02 - Second Installment	11	June
02 - Second Installment	12	July

July

English Short Description: July

English Long Description: July

ACH Date: 7/5/2017

Coupon Due Date: 7/5/2017