

# MPF Xtra® Product

Delivery Commitment  
Reductions and Extensions

March 2, 2021



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# Overview

**Beginning March 1, upcoming system enhancements to the eMPF<sup>®</sup> website will make it easier to perform MPF Xtra<sup>®</sup> Delivery Commitment (DC) transactions**

DC reductions and extensions may be performed directly through the eMPF website eliminating the requirement to call the MPF Service Center.

# Overview

## Delivery Commitment Reductions

- Applies to Mandatory DCs only.
- This enhancement applies to both partial and full Mandatory DC reductions; amounts less than or equal to the remaining balance of a DC will be able to be reduced within the eMPF website.
- Reductions can be performed by clicking the *Reduce* button located within the *Existing Delivery Commitment* section on the *Delivery Commitment* screen within the eMPF website.

# Overview

## Delivery Commitment Extensions

- Applies to both Mandatory and Best Efforts DCs.
- These transactions no longer have to go through the MPF Service Center.
- Extensions can be performed in the eMPF website by clicking the *Extend* button located within the *Existing Delivery Commitment* section on the *Delivery Commitment* screen.

# Overview

## The MPF Service Center is still contacted for the following:

- Best Efforts DC modifications such as reductions, over-deliveries, product changes, etc.
- Mandatory over-delivery transactions.

# Additional Considerations

## Temporary 60-day extension for MPF Xtra Mandatory DCs

- 30 days for Best Efforts

## 90-day commitment periods becoming available for additional sub-products

## Minimum and Maximum Loan Amortization Term messaging

## Best Efforts odd term funding requests

- Will no longer need to be called into the Service Center

# Delivery Commitment Reductions



# Step 1

Select *Delivery Commitment* from the *Transactions* tab

The screenshot displays a web application interface with a navigation bar at the top containing the following tabs: HOME, PRICING, TRANSACTIONS (selected), EXHIBITS, REPORTS, RESOURCES, and UPLOAD. Below the navigation bar, the breadcrumb path reads 'Transactions > Delivery Commitment'. The main heading is 'Delivery Commitment'. A dropdown menu is open from the 'TRANSACTIONS' tab, listing the following options: Summary, Loan Presentment, Delivery Commitment (highlighted with a red box), Loan Funding, Submit Batch, Credit Enhancement Estimator (with a right-pointing arrow), and Servicing Transfer. Below the dropdown, there are two main sections: 'New Delivery Commitment' and 'Existing Delivery Commitment'. The 'Existing Delivery Commitment' section contains a form with the label 'Delivery Commitment Number:' followed by an input field and a button labeled 'Active DC List' with a list icon. Below the input field are three buttons: 'REDUCE', 'EXTEND', and 'VIEW'.

# Step 2

Enter an MPF Xtra *Delivery Commitment Number* (Mandatory only) and click the *Reduce* button

HOME PRICING **TRANSACTIONS** EXHIBITS REPORTS RESOURCES UPLOAD


Transactions > Delivery Commitment

### Delivery Commitment

#### New Delivery Commitment

CREATE

#### Existing Delivery Commitment

Delivery Commitment Number:   Active DC List

**REDUCE** EXTEND VIEW

# Step 3

Enter the *Reduction Amount* and click the *Submit* button

### Reduce Delivery Commitment

**Tolerance Considerations:** The initial tolerance is the greater of \$10,000 or 2.5% of the remaining Delivery Commitment Amount. If at any point in time, the commitment is adjusted outside of the initial tolerance, the new tolerance becomes \$50. If a reduction is attempted for less than the current tolerance amount, an error will prevent the reduction from processing. *Tolerance Considerations are subject to change. See MPF Xtra Selling Guide for current Tolerance Considerations.*

Remaining Delivery Commitment Amount: \$89,897.00

Reduction Amount:


New Remaining Delivery Commitment Amount: \$69,897.00

Comments: [Click here to enter optional comments](#)

# Step 4

Review the information shown on screen, including the pair-off fee, and click the *Accept Fee & Reduce* button to complete the reduction

### Delivery Commitment Reduction



Please note that leaving this page will cancel this transaction and prevent edits to this Delivery Commitment for approximately 55 seconds.

Time Remaining to Accept: 49 Seconds

#### Delivery Commitment Review

Delivery Commitment Number: 857375

Reduction Amount: \$20,000.00

New Remaining  
Delivery Commitment Amount: \$69,897.00

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**Pair-Off Fee: \$12.50**

# Step 5

A confirmation message will be displayed if the reduction was successful

 Delivery Commitment Number 857375 was reduced at 11:40 AM CT on 2/19/2021.  
An email confirmation has been sent.

**Delivery Commitment Information**    
Email Print

**Delivery Commitment Number:** 857375

**Reduction Amount:** \$20,000.00

**New Remaining  
Delivery Commitment Amount:** \$69,897.00

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**Pair-Off Fee: \$12.50**

# Delivery Commitment Extensions

# Step 1

Select *Delivery Commitment* under the *Transactions* tab

The screenshot displays a web application interface with a navigation bar at the top containing the following tabs: HOME, PRICING, TRANSACTIONS (selected), EXHIBITS, REPORTS, RESOURCES, and UPLOAD. Below the navigation bar, the breadcrumb path reads 'Transactions > Delivery Commitment'. The main heading is 'Delivery Commitment'. A dropdown menu is open under the 'TRANSACTIONS' tab, listing the following options: Summary, Loan Presentment, Delivery Commitment (highlighted with a red box), Loan Funding, Submit Batch, Credit Enhancement Estimator, and Servicing Transfer. Below the heading, there are two main sections: 'New Delivery Commitment' and 'Existing Delivery Commitment'. The 'Existing Delivery Commitment' section includes a form with the label 'Delivery Commitment Number:' followed by an input field and a button labeled 'Active DC List'. Below the input field are three buttons: REDUCE, EXTEND, and VIEW.

# Step 2

Enter an MPF Xtra *Delivery Commitment Number* (Mandatory or Best Efforts) and click the *Extend* button

HOME PRICING **TRANSACTIONS** EXHIBITS REPORTS RESOURCES UPLOAD


Transactions > Delivery Commitment

## Delivery Commitment

### New Delivery Commitment

**CREATE**

### Existing Delivery Commitment

Delivery Commitment Number:   Active DC List


**REDUCE** **EXTEND** **VIEW**



# Step 3

Enter a *New Delivery Date* or *Days to Extend* and click the *Submit* button

### Extend Delivery Commitment

New Delivery Date:  

Or

Days to Extend:

Comments: [Click here to enter optional comments](#)

# Step 4

Review the information shown on screen, including the extension fee, and click the *Accept Fee & Extend* button to complete the extension

Please note that leaving this page will cancel this transaction and prevent edits to this Delivery Commitment for approximately 55 seconds.

Time Remaining to Accept: 45 Seconds

**Delivery Commitment Review**

Delivery Commitment Number: 857375

Amount To Extend: \$69,897.00

Days to Extend: 7

New Delivery Date: 3/19/2021

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Extension Fee: \$47.57

CANCEL ACCEPT FEE & EXTEND

# Step 5

A confirmation message will be displayed if the extension was successful

### Delivery Commitment Extension Confirmation

 Delivery Commitment Number 857375 was extended at 11:48 AM CT on 2/19/2021.  
An email confirmation has been sent.

#### Delivery Commitment Information

   
Email Print

Delivery Commitment Number: 857375

Amount To Extend: \$69,897.00

Days Extended: 7

New Delivery Date: 3/19/2021

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**Extension Fee: \$47.57**

# MPF Contacts and Resources

## MPF Service Center

Email - [MPF-Help@FHLBC.com](mailto:MPF-Help@FHLBC.com)

Hours - 8:30 am to 4:30 pm CST

Phone: (877) 345-2673

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