

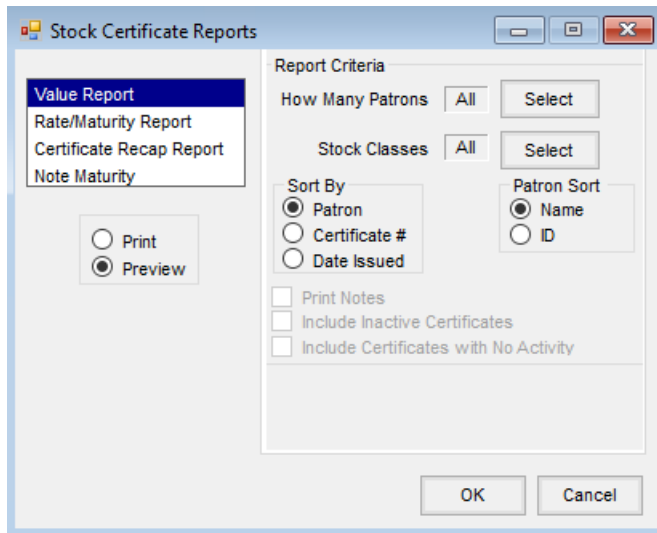
Stock Certificate Reports

Last Modified on 02/12/2024 1:21 pm CST

Stock Certificate reports are found at *Patronage / Reports / Stock Certificates*.

Value Report

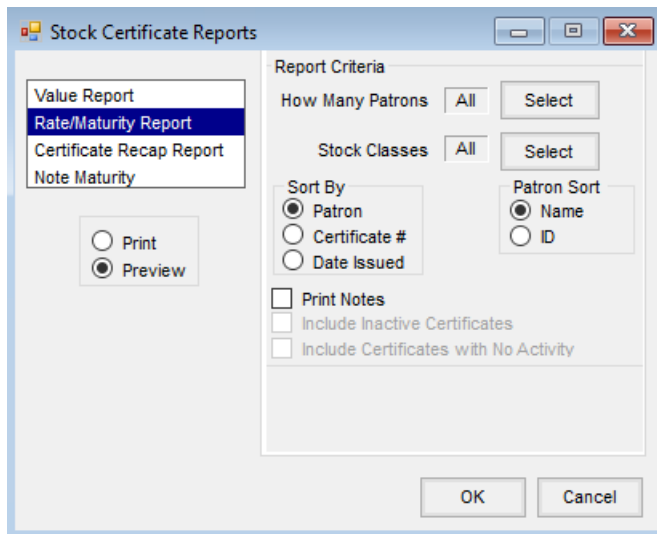
The Value report provides general Stock value information per Certificate.



- **How Many Patrons** – Select the Patrons to include on the report.
- **Stock Classes** – Select the Stock Classes to appear on the report.
- **Sort By** – Sort the report by *Patron*, *Certificate #*, or *Date Issued*.
- **Patron Sort** – Select the option to sort the Patrons. This option is available when the *Sort By* is *Patron*.

Rate/Maturity Report

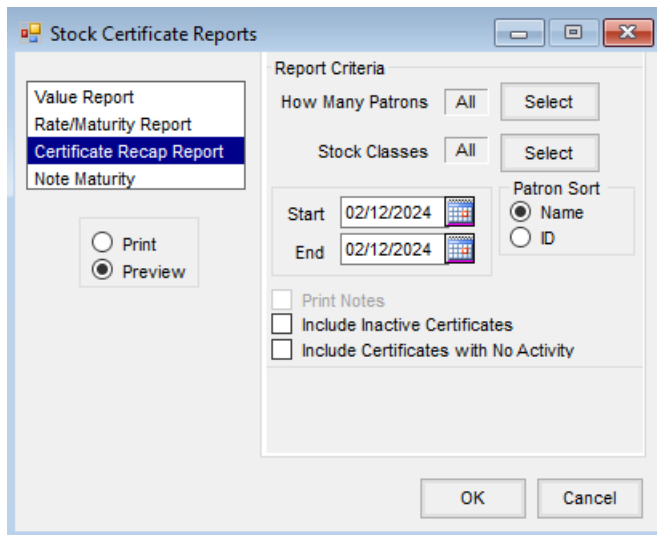
The *Rate/Maturity Report* provides general non-equity related information about a Stock Certificate such as maturity date, voting rights, etc.



- **How Many Patrons** – Select the Patrons to include on the report.
- **Stock Classes** – Select the Stock Classes to appear on the report.
- **Sort By** – Sort the report by *Patron*, *Certificate #*, or *Date Issued*.
- **Patron Sort** – Sort the Patrons by *Name* or *ID*. This option is available when the *Sort By* is *Patron*.
- **Print Notes** – Print the notes on the Stock Certificate.

Certificate Recap Report

The *Certificate Recap Report* is a listing of overall equity change for the selected date range by certificate.



- **How Many Patrons** – Select the Patrons to include in the report.
- **Stock Classes** – Select the Stock Classes to appear on the report.
- **Start /End** – Enter starting and ending Certificate dates for the certificates to be included on the report.
- **Patron Sort** – Sort the Patrons by *Name* or by *ID*.
- **Include Inactive Certificates** – If inactive Stock Certificates are to be included on the report, select this

option.

- **Include Certificates with No Activity** – Optionally include Certificates with no activity on the report.

Note Maturity

The *Note Maturity Report* provides balance information prior to processing interest check for payout on a note. It is used in conjunction with the Running Balance Interest Checks to calculate the interest.

The screenshot shows a window titled "Stock Certificate Reports" with a sidebar on the left containing a list of report types: "Value Report", "Rate/Maturity Report", "Certificate Recap Report", and "Note Maturity" (which is highlighted). Below the list are "Print" and "Preview" radio buttons. The main area is titled "Report Criteria" and contains several fields and controls: "How Many Patrons" (set to "All" with a "Select" button), "Stock Classes" (set to "All" with a "Select" button), "Last Date Interest Paid" (set to "02/12/2024" with a calendar icon), "Calculate Interest As Of" (set to "02/12/2024" with a calendar icon), a checkbox for "Filter by Maturity Date", "Start" and "End" date fields (both set to "02/12/2024" with calendar icons), a "Sort By" section with radio buttons for "Patron" (selected), "Stock Class", and "Maturity Date", and a "Report Title" text input field. At the bottom are "OK" and "Cancel" buttons.

- **How Many Patrons** – Select the Patrons to include in the report.
- **Stock Classes** – Select the Stock Classes to appear on the report.
- **Last Date Interest Paid** – Enter the date interest was last paid for the selected Stock Classes.
- **Calculate Interest As Of** – Enter the date through which interest is to be paid.
- **Filter by Maturity Date** – Optionally filter for Certificates maturing within the date range entered.
- **Sort By** – Sort the report by *Patron*, *Stock Class*, or *Maturity Date*.
- **Report Title** – Enter a report title to display on the report.