

Menu

- [Policy](#)
- [Definitions and Charts](#)
- [How to Complete Explanatory Notes](#)
- [Additional Resources](#)

Policy

The *Explanatory Notes* section is a text field where a company user can provide additional information to the regulator. This field is optional unless there are outstanding data warning messages as described in the *Completeness Checks and Warnings* section.

All completeness check errors must be corrected before a component can be marked as "Ready to Submit." The presence of data warning messages does not prevent submission of the filing, but you must provide an explanatory note acknowledging that you accept the warnings prior to marking the component as "Ready to Submit."

State agencies will often ask for an explanatory note to be provided any time a Mortgage Call Report (MCR) component is amended.

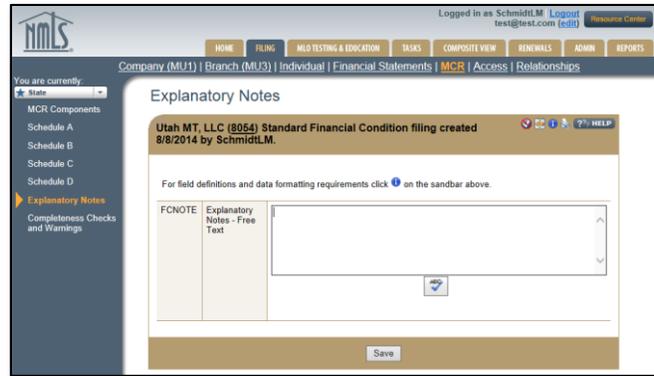


Figure 1: Screenshot of Explanatory Notes Page

Definitions and Charts

Document Name	Description
Standard MCR Field Definitions	This document contains a description of each data field included in the Standard Mortgage Call Report.
Expanded MCR Field Definitions	This document contains a description of each data field included in the Expanded Mortgage Call Report.

Figure 2: Key Document

How to Complete Explanatory Notes

1. Enter the explanatory text.
2. Click the **Save** button (see Figure 2).

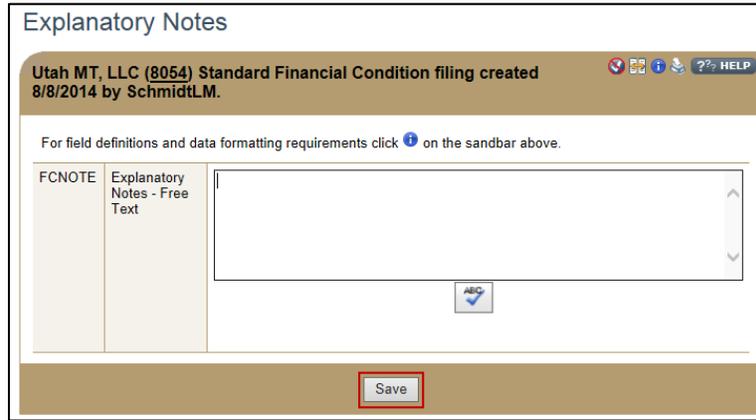


Figure 2: Example of How to Enter Explanatory Notes

Additional Resources

- [Getting Started: Standard MCR](#)
- [Getting Started: Expanded MCR](#)
- [State MCR Requirements Chart](#)
- [Standard MCR RMLA Quick Guide](#)
- [Standard MCR Financial Condition Quick Guide](#)
- [Expanded MCR Quick Guide](#)
- [MCR Amendments Quick Guide](#)