# Expanded RMLA Servicing Upload via CSV

A file may be uploaded in order to populate Servicing data in ‘Section III – Loans Serviced by Others’ of an Expanded RMLA filing when no servicing data is currently associated to the filing. In order to successfully upload the data, a file meeting the following specifications must be provided.

## File Specifications

The “Section III - Loans Serviced by Others” files must be provided in CSV (Comma Separated Values) format and must meet the requirements in the specifications below. Each record in the file must be provided in the format specified below. If a record does not meet the expected format, the entire file will be rejected.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field (Column Header)** | **Description** | **Format** | **Required** | **Maximum Characters Allowed** |
| NMLS ID | The NMLS ID corresponding to the record, if applicable. | Numeric | N | 13 |
| Servicer Name | The Owner Name corresponding to the record. | Text | N\* | 150 |
| Pool # | The Pool # corresponding to the record. | Text | N\* | 150 |
| UPB | The UPB (amount) corresponding to the record. | Numeric | Y | 13 |
| Loan Count | The Loan Count corresponding to the record. | Numeric | Y | 13 |

\*These fields are required via Completeness Check for each record in this section; however, they cannot be required as part of the CSV because use of the underlying XML processing and XSD validation does not support requiring text fields to be provided. The XSD validation will ensure that any *numeric* fields that are required contain a number; however, it cannot ensure that any *text* fields actually contain text since a blank cell is read as being valid text. If a user uploads a file that is missing information required per the MCR field but is not required as part of the CSV filing, appropriate Completeness Checks will be triggered.

## Example

NMLS ID, Servicer Name, Pool #, UPB, Loan Count

123456,ABC Investor,5A,10000000,100