



Topic: Assignment of Trade Client Interface

The Assignment of Trade (AOT) interface allows clients the ability to submit trades into AOT commitments online via the Correspondent Portal (Portal).

The link is enabled in the Portal menu for AOT-approved client users with the following login profiles: Correspondent Admin, Secondary Marketing or View Only. Third parties, trading on behalf of mutual clients, must use a separate interface. Questions may be directed to CorrespondentAOT@pnmac.com.

Correspondent Portal Assignment of Trade Link



Access:

After accessing the AOT link, the user will receive a verification code via email. The user must enter the code within five minutes to complete the verification process and gain entry to the site. The verification code provides computer validation for thirty days; however, if the cookie is cleared prior to the thirty day expiration, the user will be required to retrieve a new verification code.

*Please note that the first time a user receives a PennyMac email verification code, the email may route to the user's junk mail. If this occurs, please designate as non-junk email for future verification.

Verification Page



Verification

Please enter your verification code that was sent to your email account

Enter code

Commitment Search:

Upon entry to the site, the user will be directed to the main search screen. From this screen, the user may search for previous commitments or select the Create link to submit a new commitment.

Entry Screen:



Search Commitment

From 1/24/2014 To 1/24/2014 Reference Number: Commitment Number:

Search Create

Commitment Creation:

In order to access the Create button and submit a commitment, a user must be logged in under the Correspondent Admin or Secondary Marketing role and also be designated as an Authorized Trader.

After accessing the Create link, the user will enter data into the required fields under Commitment Details, then proceed to enter the required fields under Trade Lists for each assignment the user intends (and is eligible) to commingle into one commitment. The user may add or delete trades as needed, prior to submission.

*Once the user clicks the Submit button, the commitment is submitted to PennyMac for processing and is no longer open to edit by the client.

Create Screen:

Search Create

Create Commitment

Commitment Details

Client Name:	<input type="text"/>		
Security Type:	<input type="text"/>	Maturity Term:	<input type="text"/>
Pool Prefix:	<input type="text"/>	Coupon Rate:	<input type="text"/>
Settlement Dt:	<input type="text"/>	Est HighBal %:	<input type="text"/>

Submit

Trade Lists

No	Dealer Name	Face Amount	Assigned Amount	Trade Price (?)	Trade Date
<input type="checkbox"/> 1	<input type="text"/>				

Post Commitment Creation:

After submission, the trade will immediately be available in the search screen; however, similar to the process today, PennyMac will typically require up to one hour to validate the commitment internally. Once complete, the commitment trade confirmation will be sent via email.

Please continue to send Trade Assignment Agreements within 48 hours to CorrespondentTradeAssignment@pnmac.com.

Contact your Correspondent Administrator for role or access changes.

Please direct questions to CorrespondentAOT@pnmac.com.