

Book Multiple Term Loan Repayment

[See previous W5 version guide](#)

PURPOSE

This document contains the detailed procedure for how to book multiple repayments for different Term Loan trades.

WHY IS THIS IMPORTANT?

This screen allows users to identify the next repayment for their Term Loan trades and book them. This reduces the need to book the repayment individually for each Term Loan trade.

PROCEDURE



1. From the Term Loan screen, click on Book Repayment.
2. The following screen will be displayed.

Book Term Loan Repayment

Acct Cntr* TFS-SG As At Date* 30/06/2017

☐	Acct Cntr	Ctpy	Trade ID	Start Date	VDate	Principal	Rate	Interest Capitalised	Interest	Outstanding
☐	TFS-SG	CITI-SG	TML100002.00	15 Jun 2017	15 Dec 2017	0.00	3.500000	0.00	889,583.33	50,000,000.00
☐	TFS-SG	CITI-SG	TML100003.00	22 Jun 2017	22 Dec 2017	0.00	3.750000	0.00	1,504,109.59	80,000,000.00
☐	TFS-SG	CITI-SG	TML100004.00	15 Jun 2017	15 Dec 2017	0.00	3.500000	0.00	889,583.33	50,000,000.00
☐	TFS-SG	CITI-SG	TML100005.00	15 Jun 2017	15 Dec 2017	0.00	3.500000	0.00	978,541.67	55,000,000.00
☐	TFS-SG	CITI-SG	TML100006.00	15 Jun 2017	15 Dec 2017	0.00	3.500000	0.00	1,067,500.00	60,000,000.00
*	TFS-SG	CITI-SG	TML100022.00	5 Feb 2017	4 Aug 2017	10,000,000.00	2.500000	0.00	123,287.67	0.00
☐	TFS-SG	DBS-SG	TML100001.00	19 Jun 2017	19 Sep 2017	0.00	2.410000	0.00	1,822,356.16	300,000,000.00
*	TFS-SG	DBS-SG	TML100023.00	4 Jun 2017	4 Jul 2017	0.00	3.260000	0.00	2,679.45	1,000,000.00

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* Item out of sequence. Book preceding item first.

3. Select the Accounting Centre/Group from the drop down field. The Accounting Centre Group has a “+” in front of the short name. For illustration purposes, we will select one single Accounting Centre.

4. Select the As At Date. This date is defaulted to the system’s date, but you can change it.

5. Click Refresh.

6. You will see a list of next repayment items for the Term Loan trades for the As At date selected.

7. To book repayments, tick on the check box next to the Acct Cntr field individually, or select all and then click Book.

Limitation: If the “Select All” checkbox is checked, you can deselect it by clicking the “Refresh” button. This will deselect all currently selected options.

8. You will see a message saying the booking is successful.

9. If you see an asterisk (*) in front of the Acct Cntr field, it signifies that the trades having a preceding item not booked in the Repayment Schedule. You need to book the preceding item before you are allowed to book this.

10. To view the repayment schedule of a term loan trade from this screen, click on the Edit button of the trade. You will be brought to the Amend Term Loan Repayment screen. You can also book the repayment item directly from this screen. In this example, TML100002.00 is selected.

Amend Term Loan Repayment

Cancel

Reset Rates

Unlock All

Import

File/Note

Action

Amortise Fee? ☒

	Start Date	End Date	TradeID	VDate	Principal	Rate	Reset Date	Int. Cap.	Interest	Locked?	Outstanding	Total Cashflow	Cum. Int. Cap.
	15 Jun 2017	15 Jun 2017	Delete TML100002/001	15 Jun 2017	50,000,000.00	3.500000	15 Jun 2017	0.00	0.00	Y	50,000,000.00	50,000,000.00	0.00
	15 Jun 2017	15 Dec 2017	Book	15 Dec 2017	0.00	3.500000	15 Jun 2017	0.00	889,583.33	Y	50,000,000.00	889,583.33	0.00
	15 Dec 2017	15 Jun 2018		15 Jun 2018	0.00	3.500000	15 Dec 2017	0.00	884,722.22	Y	50,000,000.00	884,722.22	0.00
	15 Jun 2018	15 Dec 2018		15 Dec 2018	0.00	3.500000	15 Jun 2018	0.00	889,583.33	Y	50,000,000.00	889,583.33	0.00
	15 Dec 2018	15 Jun 2019		15 Jun 2019	0.00	3.500000	15 Dec 2018	0.00	884,722.22	Y	50,000,000.00	884,722.22	0.00
	15 Jun 2019	15 Dec 2019		15 Dec 2019	0.00	3.500000	15 Jun 2019	0.00	889,583.33	Y	50,000,000.00	889,583.33	0.00
	15 Dec 2019	15 Jun 2020		15 Jun 2020	0.00	3.500000	15 Dec 2019	0.00	889,583.33	Y	50,000,000.00	889,583.33	0.00
	15 Jun 2020	15 Dec 2020		15 Dec 2020	0.00	3.500000	15 Jun 2020	0.00	889,583.33	Y	50,000,000.00	889,583.33	0.00
	15 Dec 2020	15 Jun 2021		15 Jun 2021	50,000,000.00	3.500000	15 Dec 2020	0.00	884,722.22	Y	0.00	50,884,722.22	0.00

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11. Click Cancel to return to the Book Term Loan Repayment screen.

12. Click Refresh to refresh the listing if you have done any booking in the Amend Term Loan Repayment screen in step 10. This allows the list to be refreshed with the latest updated list of unbooked trades.

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Amend Term Loan and Repayments](#)

CHANGE HISTORY

Date	By	Changes
25-Jan-2016	TS	Created.
8-Jun-2016	Douglas	Proofread.
20-Nov-2019	Lyra	Updated screenshots.
4-May-2023	TS	Updated to W6 instructions and screenshots.