

## **Quarterly Financial Institution Tracking For/Report Procedure**

1. The Quarterly Financial Institution Tracking Form is to be completed by the financial institutions that signed agreements to process loans.
2. The Quarterly Financial Institution Tracking Form should be completed at the end of each quarter (submitted by the 15<sup>th</sup> day of the following month) and sent to:

Arkansas Natural Resources Commission  
 Arkansas Agriculture Water Quality Loan Program  
 101 East Capitol, Suite 350  
 Little Rock, Arkansas 72201  
 or via e-mail to: [ANRC.Applications@arkansas.gov](mailto:ANRC.Applications@arkansas.gov)

<b>Calendar Quarters</b>	<b>Due Date</b>
Jan – Mar	15-Apr
Apr – Jun	15-Jul
Jul – Sept	15-Oct
Oct – Dec	15-Jan

3. To be completed as follows:

Column 1	Name:	Enter the name(s) of individual(s) or legal entity the loan was awarded to.
Column 2	Loan Number	Enter the loan number for this borrower/project
Column 3	Origination Date:	Enter the date the loan was approved/awarded to the recipient
Column 4	Maturity date	Enter the date the loan will be repaid in full
Column 5	Loan Amount:	Enter the original amount the loan was approved for
Column 6	Principal	Principal paid in this period
Column 7	Interest	Interest paid in this period
Column 8	Principal Balance:	Enter amount of the outstanding principal balance of the loan as of the last day of the quarter.

## Arkansas Agriculture Water Quality Loan Program QUARTERLY FINANCIAL INSTITUTION TRACKING FORM

**Name of Financial Institution:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_

**Contact e-mail:** \_\_\_\_\_

**Mailing Address of Financial Institution:** \_\_\_\_\_

**Report For Quarter Ending:**



Name	Loan Number	Origination Date	Maturity date	Original Loan Amount	Principal Paid (This Period)	Interest Paid (This Period)	Principal Balance
Totals:							

# CONFIDENTIAL

NOTICE TO THE FINANCIAL INSTITUTION: Complete Quarterly Financial Institution Tracking Form at the end of each quarter; Submit original to: **ARKANSAS NATURAL RESOURCES COMMISSION**, Arkansas Agriculture Water Quality Loan Program, 101 East Capitol, Suite 350, Little Rock, AR 72201 or via e-mail to [ANRC.Applications@arkansas.gov](mailto:ANRC.Applications@arkansas.gov)