

LLC FUND MANAGER

Convert a payment to reinvestment

If you already created a check for a member and need to convert it to a reinvestment entry (or vice versa), follow these steps:

Locate the check entry in **Servicing > Disbursements > Check Adjustment**.
Change the Check Total to Reinvestment

Account Adjustment

Member Account: I-1

Select List Print Close

Use this function to MODIFY an Investor's Account. Be careful to balance \$ changes to other accounts.

Check Total 3,996.29 Reinvested 0.00

Date Paid 01/31/2016 Check# 1113 Cleared

Hold Date 01/31/2016 ACH Status

Comment Yield is 9.591%

For			Fees	
Principal	Interest	Investor	Broker	Servicing
0.00	3,996.29	0.00	0.00	0.00

Servicing Fee Date 01/31/2016

Servicing Check# 1114

Offsetting Account 370 Reference only

Mgmt. Fee 416.67

Navigation: Home, Back, Forward, Add, Subtract, Up, Down, Refresh, Cancel, Refresh

Next in **Edit > Pool > Members in Pool tab**, Add an entry for the same member.
The entry type will be Income

To verify your entries, look at the member's Statement

Pool Input

Collateral Amount \$ 2,000,000.00 Amount Invested \$ 2,169,957.52
Collateral Balance \$ 2,972,400.00 Shares 2,169.96

Pool Info | Income Source | Members in Pool | Pay Fixed Amount

Select Investor Show All

Member#	Amount Invest	Share	Date Joined	Type	Notes
I-1	500,000.00	500.00	01/01/2011	I	
I-1	3,996.29	4.00	01/31/2016	I	converted to reinvest
I-2	500,000.00	500.00	01/01/2011	I	
I-2	3,854.33	3.85	01/31/2011	I	Reinvestment
I-2	4,696.51	4.70	02/28/2011	I	Reinvestment
I-2	4,661.34	4.66	01/31/2012	I	Reinvestment
I-2	1,760.65	1.76	03/31/2013	I	Reinvestment
I-2	4,291.44	4.29	04/30/2013	I	Reinvestment
I-2	3,461.76	3.46	05/31/2013	I	Reinvestment
I-2	3,049.24	3.05	06/30/2013	I	Reinvestment
I-2	4,353.24	4.35	07/31/2013	I	Reinvestment
I-2	4,276.88	4.28	07/31/2013	I	Reinvestment
I-2	3,785.58	3.79	08/31/2013	I	Reinvestment
I-2	4,051.92	4.05	09/30/2013	I	Reinvestment
I-2	4,188.09	4.19	10/31/2013	I	Reinvestment

Enter negative entry to remove a Member.

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