

Manual of Reporting Forms and Instructions for Deposit-Taking Institutions

AMENDMENT CONTROL LOG

Mortgage Loans Report

Amendment Number	Effective Date	Page Number	Description
Please note that throughout this Tab, the following changes are all identified by a sidebar:			
1	November 1997	4	<u>Delete:</u> ♦ From <i>Section III - Mortgage Loans - Summary by Type and Allowance for Impairment</i> , the columns for mortgage loans in arrears and impaired loans (a total of seven columns) have been deleted from this return. They are now reported on the Non-Mortgage and Mortgage Loans in Arrears return.
2	November 1999	1	<u>Add:</u> ♦ Section 600 of the Bank Act (applies to Foreign Bank Branches) <u>Change:</u> ♦ Section 523 of the Bank Act is now Section 628 ♦ The Bank of Canada Review is now called: Bank of Canada Banking and Financial Statistics
3	November 2004	5, 6	<u>Delete:</u> ♦ Foreclosed properties

MORTGAGE LOANS REPORT

PURPOSE

This report provides the Office of the Superintendent of Financial Institutions and the Bank of Canada with data on mortgages.

STATUTORY

Sections 628 and 600 of the Bank Act and Section 495 of the Trust and Loan Companies Act.

APPLICATION

This return applies to all deposit-taking institutions.

PUBLICATION

Information from this return is published in the Bank of Canada Banking and Financial Statistics on a total-for-all-institutions basis.

FREQUENCY

Quarterly - calendar.

CONTACT PERSON

Provide name and phone number of person to contact regarding any questions about this return.

REPORTING DATES

The return is to be completed within 45 days of calendar quarter-end.

WHERE TO SUBMIT

OSFI.

MORTGAGE LOANS REPORT

SECTION I - TOTAL MORTGAGES

MORTGAGES	RESIDENTIAL		NON-RESIDENTIAL		TOTAL
	INSURED	UNINSURED	NON-FARM	FARM	
1. MORTGAGES SECURED BY PROPERTIES LOCATED IN CANADA (a) Mortgage Loans Outstanding at End of Previous Quarter (b) Gross Increase in Mortgage Loans During the Quarter (i) Cash Disbursements of Principle (ii) Purchases of Mortgages from: (A) Resident Financial (B) Resident Non-Financial (C) Non-resident (iii) Other Increases Total Increase (c) Gross Decrease in Mortgage Loans During the Quarter (i) Repayment of Principle (ii) Sales of Mortgages to: (A) Resident Financial (B) Resident Non-Financial (C) Non-resident (iii) Other Decreases Total Decrease (d) Total Mortgage Loans Secured by Property Located in Canada- Outstanding at the End of the Quarter					
2. TOTAL MORTGAGE LOANS SECURED BY PROPERTY LOCATED OUTSIDE CANADA (a) Residential (b) Non-residential					
3. LESS ALLOWANCE FOR IMPAIRMENT					
4. TOTAL MORTGAGE LOANS					

SECTION II - MORTGAGE LOANS - SUMMARY BY AMOUNT

AMOUNT	PROPERTIES LOCATED IN CANADA			PROPERTIES LOCATED OUT OF CANADA	TOTAL
	RESIDENTIAL INSURED	RESIDENTIAL UNINSURED	NON-RESIDENTIAL		
\$250,000 or less					
\$250,001 to \$500,000					
\$500,001 to \$1,000,000					
\$1,000,001 to \$5,000,000					
Over \$5,000,000					
TOTAL					

SECTION III - MORTGAGE LOANS - SUMMARY BY TYPE AND ALLOWANCE FOR IMPAIRMENT

CATEGORY	INSURED GROSS MORTGAGE LOANS OUTSTANDING	UNINSURED GROSS MORTGAGE LOANS OUTSTANDING	TOTAL ALLOWANCE FOR IMPAIRMENT
<p>1. PROPERTIES LOCATED IN CANADA</p> <p>(a) Residential</p> <p>(i) Single Detached</p> <p>(ii) Multiple Dwellings</p> <p>(A) Condominiums</p> <p>(B) Other</p> <p>Total Residential</p> <p>Of Which Residential Interim Construction Mortgages</p> <p>(b) Non-Residential</p> <p>(i) Farm Properties</p> <p>(ii) Non-Farm Properties</p> <p>(A) Office Buildings</p> <p>(B) Shopping Centres</p> <p>(C) Land Banking & Development</p> <p>(D) Industrial Buildings</p> <p>(E) Hotels/Motels</p> <p>(F) Other</p> <p>Total Non-Residential</p> <p>Total Properties Located In Canada</p> <p>2. PROPERTIES LOCATED OUT OF CANADA</p> <p>(a) Residential</p> <p>(b) Non-residential</p> <p>Total Properties Located Out Of Canada</p> <p>TOTAL MORTGAGE LOANS</p>			<div style="background-color: #cccccc; height: 100px; width: 100%;"></div>

MEMO INFORMATION FOR PROPERTIES LOCATED IN CANADA	Amounts Outstanding
1. Second and Subsequent Mortgages 2. Residential VTBs 3. Non-residential VTBs	

GENERAL INSTRUCTIONS

This return analyzes mortgages made on the security of property and reported as Asset 12(a)(i), (ii) and (b) on the balance sheet. Included are data covering all insured and uninsured advances as well as completed loans, mortgages purchased by the institution. Mortgages purchased are to be reported net of premium or discount (see the instructions for the balance sheet for treatment of discount and premium). All mortgage loans secured by property (not just first mortgages) are to be reported. Exclude any loans where mortgages are taken as collateral security either at the time the loan is made or subsequently. Report all figures on a consolidated institution basis.

All amounts are to be expressed in thousands of Canadian dollar equivalents.

Definitions

Residential Property

- real property consisting of buildings that are used, or are to be used, to the extent of at least one-half of the floor space thereof, as one or more private dwellings.

Non-residential Property

- all property not classified as residential property, including such commercial structures as hotels, stores, office buildings, garages, theatres, warehouses, industrial plants, institutional properties, farms and vacant land.

Insured Mortgage

- includes all residential mortgage loans insured either under the National Housing Act or by other insurance companies/agencies.

Uninsured Mortgage

- includes all residential mortgage loans not classified as insured.

Farm Properties

- non-residential properties that include all properties where income is generated either from the sale of agricultural products (foodstuffs or animal products) or from the rental of land used to produce agricultural products.

Non-farm Properties

- includes all non-residential properties not classified as farm properties.

Single-detached Dwelling

- a residential structure containing only one dwelling unit that is completely separated on all sides above and below ground from any other dwelling or structure.

Multiple-dwelling Structures

- includes all other residential structures comprising two or more units; e.g., semi-detached 'link' singles, duplex and triplex, double duplexes, row, garden or terrace houses, flat and apartment buildings.

Condominium

- a multiple structure but financed under a registered condominium or strata title plan.

Vendor Take Back (VTB) Mortgages

- a mortgage loan where the company may accept, as part payment for real estate sold by it, a mortgage.

Residential Interim Construction Mortgages

- construction loans with or without firm permanent mortgage take out commitments;
- land servicing and development loans;
- bridge loans for the period between the time construction has been completed and full rental achievement has taken place;
- bridge loans for projects involving the conversion of rental apartments to condominiums when a permanent mortgage must be removed to accommodate the sale to ultimate purchasers;
- loans for the redevelopment of existing property prior to arranging new permanent long term financing; and
- land holding loans while plans and development permits are being obtained.

Section I - Total Mortgages

Part 1

This part of the return reports increases and decreases of mortgages secured by property located in Canada.

Residency for lines (b)(ii) and (c)(ii) is determined by mailing address of the purchaser/seller. Resident financials include public financial institutions and private financial institutions such as chartered banks, other deposit-taking institutions, insurance companies, pension funds, investment dealers, mutual funds, real estate investment trusts, and others of a similar nature. All other residents are classified as non-financial.

Line (a)

- this amount should agree with Line (d) in Part 1 of the previous quarter's return (as revised, if necessary).

Lines (b)(i), (ii)(A), (B) and (C) and (iii)

- report the total of all increases

Lines (c)(i), (ii)(A), (B) and (C) and (iii)

- report the total of all decreases.

Line (d) - Total

- the total outstanding of insured and uninsured residential mortgages and farm and non-farm non-residential mortgages secured by property located in Canada.

Part 2

Report the total amounts outstanding of mortgage loans secured by residential and non-residential property located outside of Canada in the appropriate categories.

Part 3

Report the total allowance for impairment as per Asset 12 of the balance sheet.

Part 4

Report the total amount of mortgage loans outstanding. This total must agree with Asset 12 on the balance sheet.

Section II - Mortgage Loans - Summary by Amount

Report the dollar amount of mortgages in each of the size categories set out in the Section. Use the original amount of the mortgage to determine in which category to place a mortgage.

The various totals shown in this section should correspond with the appropriate totals in Section I - prior to the allowance for impairment.

Section III - Mortgage Loans - Summary by Type and Allowance for Impairment

1. Properties Located in Canada

(a) Residential

- (i) Single Detached
- (ii) Multiple Dwellings
 - (A) Condominiums
 - (B) Other

Total Residential

Report the relevant amounts for lines (i), (ii)(A), (B) and Total Residential under the appropriate headings.

Residential Interim Construction Mortgages are to be reported for Insured and Uninsured Gross Mortgage Loans.

(b) Non-residential

Farm Properties (i) and Non-Farm Properties (ii) are to be reported in two categories - Insured and Uninsured Gross Mortgage Loans.

The following table is to be used for the purpose of classifying non-residential other than farm properties:

CLASSIFICATION	INCLUDES
Office Buildings	Office Office/Residential Condo Office Building/Hotel Office/Shopping
Shopping Centres	Strip Retail Single Retail Shopping Centre
Land Banking and Development	Land
Industrial Buildings	Commercial Condos Commercial/Industrial/Retail Industrial Condo Warehouse Industrial Medical Buildings
Hotels/Motels	Hotel/Motel Apartment Hotel
Other	Automobile Franchise Resort/Recreational Time Share Units Mixed Assets Hospitals Nursing Homes Retirement Homes Day Care Centres Churches Other

Total Properties Located in Canada

Report amounts under the appropriate headings.

2. Properties Located Out of Canada

- (a) Residential
- (b) Non-residential

Total Properties Located Out of Canada

Report amounts under the appropriate headings.

TOTAL MORTGAGE LOANS

The total mortgage loans for insured and uninsured outstandings minus the total for the allowance for impairment must agree with the total of Asset 12 on the Balance Sheet.

Memo Information for Properties Located in Canada

Report the applicable amounts on the appropriate lines.