

EMMA – Electronic Municipal Market Access The Official Source for Municipal Disclosures and Market Data

### Navigating EMMA

A Guide for Investors

emma.msrb.org

emma.msrb.org

## **Topics Covered**

- General Information about EMMA
- Navigating EMMA
- Searching for a Security or Groups of Securities
- Viewing and Searching Municipal Market Activity
- Viewing Security Details
- Finding 529 College Savings Plan Documents
- Educational Information on EMMA

### What Is EMMA?

- EMMA, which stands for <u>Electronic Municipal</u> <u>Market Access</u>, is a free website with comprehensive market data and documents about municipal bonds.
- EMMA is located on the Internet at emma.msrb.org. The site provides free information about the municipal bond market in a single location.
- EMMA is a service of the Municipal Securities Rulemaking Board, which protects investors and ensures a fair and efficient market.

## How Does EMMA Help Investors?

- EMMA creates municipal market transparency by providing access to a free electronic database of bond disclosure documents and pricing data that helps inform investment decisions.
- EMMA's centralized database simplifies and speeds access to documents that previously were difficult to obtain or available only for a fee.
- EMMA helps investors stay up-to-date on trade and disclosure activity for individual bonds and the market as a whole.

## What Information Does EMMA Provide?

### Municipal Bond Documents including:

- Official statements
- Advance refunding documents
- 529 college savings plan documents
- Continuing disclosures

### Municipal Bond Data including:

- Real-Time transaction data
- Interest rates and auction results for municipal auction rate securities
- Interest rates for variable rate demand obligations
- Daily market statistics

### Educational Material About Municipal Bonds

## EMMA's Homepage



of information to help you learn more about tax-exempt bonds and notes, taxable munis, 529 college savings plans and the full constellation of municipal securities.

- Getting Started on EMMA
- What are Bonds? -
- What You Should Know Before Investing -
- Frequently Asked Questions



securities, including recent trades, daily summaries of market transactions, official statements for new issues and recent advance refundings of outstanding bonds.

- Trade Activity
- Recent Official Statements -
- **Continuing Disclosure Documents** -
- Market Statistics

Municipal bond underwriters and issuers submiting official statements, advance refunding documents and continuing

disclosures to EMMA may do so through the EMMA Dataport. Submitted documents are made available to the nublic.

- Primary Market Submission
- Continuing Disclosure Submission

## **Getting Started on EMMA**

**Terms and Conditions** 

As you begin to try to access information on EMMA, you will be asked to read and accept EMMA's terms and conditions.

After reading the terms and conditions, scroll to the bottom of the page to click on the "Accept" button to be taken to EMMA's homepage.

Municipal Securitie Rulemaking Board	The Of	ficial Source for Mu	nicipal Disclosures and I	Market Data	Muni Search
					Enter CUSIP or Name
About EMMA Mun	ni Search	Market Activity	Education Center	EMMA Dataport	Advanced Search :   Search Help :

About the Information Available on EMMA

### About the Information Available on EMMA

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EMMA provides documents and data derived from a number of sources. It is important that you understand what those sources are and any limitations on your use of certain data elements made available through EMMA derived from some third-party sources. A more complete description of the terms by which you may use EMMA and the documents and data displayed on this website is set torth in the EMMA Terms and Conditions of Use.

#### Documents

EMMA makes available copies of official statements, preliminary official statements and advance retunding documents submitted to the MSRB by broker-dealers and banks that underwrite new issues of municipal securities. In addition, EMMA makes available copies of continuing disclosure documents submitted to the MSRB by municipal issuers and other obligors on municipal securities. In general, such documents are created by such municipal issuers with the assistance of a number of other parties.

Learn about official statements Learn about advance refunding documents Learn about continuing disclosure documents

Data

EMMA makes available a number of different types of data, including securities identifying information, trade prices, interest rates, and market statistics.

Learn about trade prices

## Navigating EMMA

 Primary navigation tabs on every EMMA page organize the municipal bond information. Sections on EMMA geared for investors include:

> About EMMA Market Activity

Muni Search Education Center

- The EMMA Dataport section is a submission portal used primarily by issuers and dealers.
- Each page on EMMA also features a Muni Search section for quick searches using the name of a security or its CUSIP number.

# Searching for A Particular Security

Muni Search – The Muni Search function located at the upper right-hand corner of every page on EMMA is the quickest way to search for a particular security. This simple search allows you to search for a security using the CUSIP number or issuer's name.

To search using other criteria, click on the "Muni Search" tab, which will take you to the "Advanced Muni Search" to search for a security based on date ranges and other criteria.



## Searching for a Particular Security

- Muni Search for example, typing in CUSIP number 514057BY3 results in basic information about the bond such as maturity date, interest rate, and principal amount.
- Official statements can be downloaded by clicking on the "download document" link and saving it to your hard drive.
- If a continuing disclosure document exists, it will appear in a tab to the right of the official statement. Note: The MSRB only provides continuing disclosures submitted after July 1, 2009.
- Comprehensive searches are available for trade data, continuing disclosures, auction rate securities and variable rate demand obligations under the "Market Activity" tab.

### Security Details

LANCASTER CNTY PA SOLID WASTE MGMT AUTH RES RECOVERY SYS REV SER B (PA)\*

#### CUSIP: 514057BY3 \*

Dated Date: 03/17/1998 Maturity Date: 12/15/2015 Interest Rate: 5.375 % Principal Amount: \$28,205,000 Initial Offering Price: 103.771

Official Statement Advance Refunding Trade Activity

View the official statement, which is the most complete source of information about the securities as of the time of initial issuance.

Preview

#### **Official Statement**

Be advised that these are large files that can take several minutes to download, depending on your connection speed and the level of traffic on EMMA. You should preview the cover, if available, before downloading to ensure that this is the correct document. [Click to view; right click to save]

NOTE: Failure to review entire official statement together with all amendments may result in incomplete understanding of your security. Files can be viewed individually below but should not be read in isolation from one another.

#### **Download Document**

- Official Statement posted 03/04/1998 (12.8 MB)
  - + View Document Archive

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Enlarge Cover

## Searching for Groups of Securities

For example, conducting a search using the issuer name and maturity date, instead of the CUSIP number, produced five bonds registered in Lancaster, PA, with the Lancaster County, PA Solid Waste Mgmt. Authority. But only one has the original principal amount of \$28,205,000 the bond you are researching.



NOTICE: \* CUSIP numbers and certain related descriptive information are copyrighted by the <u>American Bankers Association (ABA)</u> and are used with permission from the <u>CUSIP Service Bureau</u> managed on behalf of the ABA by Standard & Poor's. © 2009 ABA See <u>EMMA's Terms and Conditions of Use</u> for a description of proprietary rights in and restrictions on use of such data. "CUSIP" is a registered trademark of ABA.

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EMMA is a service of the Municipal Securities Rulemaking Board.

MSRB, protecting investors through prudent regulation & expert market leadership

Kernap | Privacy Policy | Terms of Use | MSRB.org | <u>MSRB System Status</u> Portions of EMMA data provided by Standard & Poor's Securities Evaluations, Inc. CUSP Service Bureau & American Bankers Association

# **Searching For Groups of Securities**

### Advanced Search – If you

do not have a specific CUSIP number, you can use the advanced search feature to find a specific bond by typing in the information you have.

You can also use the Advanced Search to locate a particular group of bonds, for example, within a state, within a certain maturity period, or with a certain interest rate by using the range categories shown here.

### **Advanced Muni Search**

Find the official statement - advance refunding document and trade price information for a specific bond, note or other municipal security. (If not using a CUSIP-9 number, enter multiple parameters if possible to avoid returning excessively large search results.)

Search Criteria	Ranges	From		To	
CUSIP	Maturity Date			12/15/2015	-
	]	From		То	
Issuer Name	Date of Issuance		<b></b>		=
Lancaster	]	From		То	
Issue Description/Obligor	Coupon Rate		%		%
	l.				Search
State					
PA M					

# Viewing Municipal Market Activity

### **Market Activity**

Clicking on the "Market Activity" tab from the homepage provides a list of the most recent municipal trades, including the time, price and trade amount.

Market Activit	ý										
EMMA's market activity securities. You can vit throughout the municip refunding documents.	v pages provide ew transaction p al securities ma	you with a rice data fo rket, as wel	window to view market-wide in ir the most recent trades and a I as the most recent postings o	formation about municipal daily summary of trading a f official statements and a	activity dvance	Market- Click a Ct Read abo Learn	Wide Tradi JSIP number I nut trade data More	ng Activi below to v , including	ty riew trades i i limitations a	n a security. nd considerat	ions.
Recent Trades	Official Sta	tements	Continuing Disclosure	Refunding Informati	on Market	Statistics	ARS Da	ta V	RDO Data		
View 25 💙	trades based	l on most	recent time of trade.	Activity as of: 10/01	2009 @ 5:07 PI	I ET	Refresh			Search	
	-										7
Trade Date/Time_+	CUSIP *		Security Descript	ion.*	Maturity Date	Interest Rate (%)	Price (%)	Yield (%)	Trade Amt (\$)	Trade Type	
0/01/2009 : 05:06 PM	725277CE5	PITTSBUR (10/15/20	RGH PA SCH DIST TAXABLE-SI 1091	ER B-BUILD AMER BDS	09/01/2029	6.042	101.50	5,838	10,000	Customer bought	W
0/01/2009 : 05:06 PM	<u>544386880</u>	LOS AND PHASE I	ELES CALIF CMNTY FACS NO (04/03/2003)	4-PLAYA VISTA-	09/01/2016	4	92.0260	5,398	30,000	Customer sold	
0/01/2009 : 05:06 PM	<u>544644889</u>	LOS ANG	BELES CALIF UNI SCH DIST REF	-SER A-1 (12/21/2004)	07/01/2015	5	113.4880	2	150,000	Customer bought	
0/01/2009 : 05:06 PM	63877NFE2	NATOMA	S UNI SCH DIST CALIF REF (07	/10/2008)	09/01/2017	4	108,1350	2.7	150,000	Customer bought	
0/01/2009 : 05:06 PM	469383F73	JACKSO	NVILLE FLA EXCISE TAXES SER	R A (09/30/2009)	10/01/2034	4.75	100.75	4.655	30,000	Customer bought	
0/01/2009 : 05:06 PM	115027LD4	BROWAS SER A (0	RD CNTY FLA HSG FIN AUTH S 8/02/20021	T. CROIX APTS PROJ-	11/01/2022	5.2	100	5.199	20,000	Customer bought	
0/01/2009 : 05:05 PM	472653BM5	JEFFERS (12/01/20	ON CNTY ALA LTD OBLIG SER 2043	A-FSA-CR	01/01/2022	5.5	100	5.498	200,000	Customer bought	
10/01/2009 : 05:05 PM	6621403X8	NORTH S	T PAUL MAPLEWOOD MINN RE	F-SER C (11/01/2006)	02/01/2015	5	113.7460	2.244	100,000	Customer	

# Viewing Municipal Market Activity

### **Market Activity Tabs**

- You can view other municipal market activity such as recently submitted officials statements, continuing disclosures and advance refunding documents by clicking on those tabs.
- Clicking on the Market Statistics tab displays daily municipal transaction types in a variety of categories.
- Clicking on the ARS Data tab displays recent auction rate securities data.
- Clicking on the VRDO Data tab displays recent variable rate demand obligation data.

# Viewing Municipal Market Activity

- The view format for each of the Market Activity tabs can be changed by clicking on the column heading. Under Trade Date, for example, you can view transactions alphabetically, by security name, maturity date or any other tabbed category.
- The number of items displayed in each Market Activity section can also be changed by using the "View" drop-down menu to select the number of items you would like displayed.
- Clicking on the "Search" button on the right side of each Market Activity tabs, where available, will display a screen to insert search parameters in a way similar to the Muni Search page. The next few pages will demonstrate these searches, starting with a Trade search.



### **Trade Search Function**

- Located under the "Recent Trades" tab of Market Activity.
- Search a single trading day for any day since January 1, 2005.
- Search based on a number of criteria and ranges including trade amount, maturity date, interest/coupon rate, price and yield.

### **Trade Search**

Single-day search for any trading day since January 2005. Expanded trade search capabilities will be added in the near future.



#### Market Activity EMMA/s market activity pages provide a window for viewing market-wide information about municipal securities. Continuing Disclosure Click on the tabs below to view recent trade data, official statements, continuing disclosures, advance refunding Access continuing disclosures posted on EMMA. Click on View to download documents, daily market statistics, and recent data on auction rate securities (ARS) and variable rate demand document or on Disclosure Descriptions to view full indexing data. obligations (VRDO). Learn More **Recent Trades** Official Statements **Continuing Disclosure Refunding Information Market Statistics** ARS Data VRDO Data Refresh Search.. Disclosure Type Show All Types V No. of Records 25

### **Continuing Disclosure Search Function**

- Located under the "Continuing Disclosure" tab of Market Activity.
- Search for documents submitted after July 1, 2009.
- Select a combination of criteria including type of filing, filing category, date, state, CUSIP number or issuer name to locate a particular document.

<b>Continuing Disclos</b>	ure Search					
Submission Criteria						
Type:	Show All Types		 ~			
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		Case			
	From	То				
Disclosure Period Date:						
Posted Date:		_				
Security/Issue Criteria						
State:	~					
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				Search	Clear	Close
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### **ARS Search Function**

- Located under the "ARS Data" tab of Market Activity
- Search for ARS auctions occurring after January 30, 2009.
- Fill in any or all of the fields such as auction date or minimum or maximum interest rate to find specific auctions.

### **ARS Search**

Search for any ARS auction since January 30, 2009.



larket Activit	ty					
MMA's market activit lick on the tabs below ocuments, daily mark bligations (VRDO).	y pages provide a window t v to view recent trade data, et statistics, and recent data	for viewing market-wide inform official statements, continuing a on auction rate securities (AF	ation about municipal securities. disclosures, advance refunding RS) and variable rate demand	VRDO Re Click a CU Read more Learn N	marketing Activity SIP number below to view V about Variable Rate Deman tore	RDO data in a security. d Obligation (VRDO) Data
Recent Trades	Official Statements	Continuing Disclosure	Refunding Information	Market Statistics	ARS Data VRDO I	Data
lost recent intere isplaying 1 - 100 o	st rate resets : Today   Ye f 1,163 interest rate rese	esterday   This Week   Last Wee ts reported as of 10/30/2009	bk   All 9 @ 2:22 PM ET		Refresh	Search

### **VRDO Search Function**

- Located under the "VRDO Data" tab of Market Activity.
- Search for VRDO resets occurring after April 1, 2009.
- Fill in any or all of the fields such as rate type or reset period to find VRDO information.

#### VRDO Search Search for any VRDO interest rate reset since April 1, 2009 Search Criteria Ranges From To CUSIP **Reset Date** From To State Maturity Date \* From То Interest/ Coupon Rate Rate Type Set by Agent Maximum Rate Set by Formula То Maximum Rate **Reset Period** Days Days Search

# Viewing Security Details

- You can view details about any single entry in each of the Market Activity sections. For example, clicking on a security description in the "Recent Trades" section, will provide a Security Details section with all trade activity that has occurred in that security.
- The Security Details section also allows you to see documents related to that particular security such as the official statement and any continuing disclosure documents by clicking on those tabs.
- Signing up for e-mail notifications about new information posted on EMMA also occurs on the Security Details page.

# **Viewing Security Details**

### **E-Mail Notifications**

- If you want to be notified when primary market and continuing disclosure documents are submitted for any issue, click on the specific security from the Market Activity page.
- When the detailed description page opens for that security, click on "Alert Me" on the right-hand side of the screen. A pop-up box will appear and invite you to type your e-mail address to be notified of future submissions.

#### Security Details BUCKEYE OHIO TOB SETTLEMENT FING AUTH ASSET-BKD-SR-TURBO-SER A-2 (OH) Not the security you were looking for? CUSIP: 118217AT5 \* + See other securities in this issue Dated Date: 10/29/2007 Sign Up for Alerts Close X + Start a new search Maturity Date: 06/01/2047 BUCKEYE OHIO TOB SETTLEMENT FING AUTH (OH), dated October Interest Rate: 6.5 % 29, 2007 Maturity Date: 06/01/2047 Principal Amount: \$750,000,000 Initial Offering Price: Alert Me! Email Receive alerts if any primary market or continuing disclosure materials are Confirm Email: posted for this issue. Official Statement Trade A You will receive an email if any disclosure materials are posted for this security. View transaction price and yield info Trade Activity Displaying 1 - 100 of 8639 trades. Sign Up for Alerts Sign Up for Alerts Next | Last Understanding trade prices Trade Date/Time + \*\*\*\*\* a stations Price (%) Trade details provide price (%) (\$) Submissiontype transparency to the market. The relationships among interest rate, price 10/05/2009 : 04:31 and yield, and any special conditions of 10/08/2009 91,1820 30,000 Inter-dealer Trade a trade, are important in understanding PM the value of your bond. 10/05/2009 : 04:27 89.2320 7.346 45,000 Customer sold PI Learn More 10/05/2009 : 04:26 10/08/2009 90 7.28 80.000 Customer sold PU 10/05/2009 : 04:12 10/13/2009 94.6430 6.9 10.000 Customer bought PM **Terminology Help** 10/05/2009 : 04:09 + View our Glossary of Terms 10/08/2009 91.5420 125,000 Inter-dealer Trade PM 10/05/2009 : 04:04 10/08/2009 94.1480 6.939 25,000 Customer bought PM 10/05/2009:04:01 10/08/2009 92,1480 25.000 Inter-dealer Trade PM

## Finding 529 College Savings Plan Documents

On EMMA's home page, click on the "529 Plan Search" button to find plan disclosure documents for most states.

N	/uni Search	~		Muni Search	
F) pr st in	nd the official statem rice information for a ecurity (for best result formation on finding a Enter CUSIP or Name	ent, contin specific bo its, use Cl an official	Fes and trade other municipal For more cick here.	Muni Search Find the official statement, continuing disclosures and trade price information for a specific bond, note or other municipal security (for best results, use CUSIP number). For more information on finding an official statement, <u>click here</u> Inter CUSIP or Name	Select State

## Finding 529 College Savings Plan Documents

### 529 College Savings Plans

For example, searching Indiana's 529 College Savings Plans reveals the plan's disclosure document and several supplemental files are available after clicking directly on a plan.

529 College Savings Plan	
State of Indiana	
529 Plan Description	Primary Document
STATE OF NDIANA - COLLEGECHOICE 529 DIRECT SAVINGS PLAN	Preview
STATE OF INDIANA - COLLEGECHOICE ADVISOR 529 SAVINGS PLAN	Preview

# Viewing 529 College Savings Plans

### 529 College Savings Plans

These documents can also be downloaded, but please be aware that the files are very large. For your convenience, EMMA indicates their size.

COLLEGECHOICE 529 DIRECT SAVINGS PLAN			
Plan Disclosure Document			
View the plan disclosure document about the 529 College Savings Plan.			
Plan Disclosure Document	Preview	Review Cove	
Be advised that these are large files that can take several minutes to download, depending on your connection speed and the level of			
traffic on EMMA. You should preview the cover, if available, before	Sufficiency	er het in het engen verkenen heter er het ause et dechta ochtanen zwartte feis dech um omdern Landmitte Ause	
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Click Here to download complete set of the plan disclosure document w/supplement(s) (962 KB)	1.2. Deck Samp, "An Unit Advanced Stream Stream Concerning Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream The Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream Stream	e, and ingenie (RE) and of heavy land by Lat MBC in the NR and Sectors of Mark Sectors (RAM) and Mark and (RAM) and (RAM) and (RAM) and Mark and (RAM) and (RAM) and (RAM) and (RAM) and (RAM) and (RAM) and (RAM) and (RAM) and (RAM)	
NOTE: Failure to review entire plan disclosure document together with			
all supplements may result in incomplete understanding of your 529 College Savings Blag. Eles can be viewed individually below but			
should not be read in isolation from one another.			
Individual Documents			
-Plan Disclosure Document			
-B File 1 posted 09/12/2008 Preview View			
- Supplement Dated 7-09		-	
posted 06/19/2009 Preview View	-		
e-Supplement 2			
File 1 posted 03/24/2009 Preview View			
1			

## **Educational Information on EMMA**

### **Education Center**

EMMA's Education Center contains an extensive library of municipal bond and investor information, ranging from an explanation of basic bond and financial definitions to in-depth descriptions of various kinds and features of bonds.

### **Education Center**

#### + Overview

- What are Bonds?
- What Are 529 College Savings Plans?
- Searching for Municipal Securities
- What You Should Know Before Investing
- Why Should I Read the Official Statement?
- Understanding Continuing Disclosure
- What is an Advance Refunding?
- + Understanding Trade Prices
- Understanding Market Statistics
- Understanding Auction Rate Securities
- Understanding Variable Rate Demand Obligation (VRDO) Data
- + FAQs
- · Glossary of Terms
- + Related Links

#### Overview

EMMA is a vital tool in fulfilling the MSRB's investor protection role. The EMMA Education Center will help you better understand the disclosure and trade price information provided through EMMA.

#### What are Bonds?

Municipal bonds, or "munis," are issued by states, counties, cities, or their agencies to finance public-purpose projects –schools, roads and bridges, utilities, affordable housing, airports, hospitals, and other public facilities and programs. Munis come in many forms, including long-term fixed rate bonds, short term notes, variable rate securities, zero-coupon bonds, taxable securities, and other varieties. Learn More

#### What Are 529 College Savings Plans?

529 college savings plans are programs established by states to provide an investment vehicle for individuals wishing to save for qualifying expenses of a college education. Often structured like mutual funds, 529 college savings plans are offered by virtually every state.

Learn More +

#### Searching for Municipal Securities

EMMA provides three powerful tools for finding information about specific municipal securities: Muni Search, 529 Plan Search and Advanced Muni Search.

Learn more about searching on EMMA 🗢

Go to EMMA's comprehensive search tools +

#### Understanding What You Find on EMMA

EMMA provides you with easy access to official statements, advance refunding documents and trade prices. Learn how to understand the information you find on EMMA.

Learn about official statements \*

Learn about advance refunding documents + Learn about trade prices +

## Learn More About EMMA

- For more information about EMMA, please see the "About EMMA" section of emma.msrb.org.
- The MSRB welcomes and encourages your feedback. A feedback form is available on the "About EMMA" page.