



July 3, 2008

To: Third District Senders of Windsor Locks, CT Items to the Windsor Locks Office of the Federal Reserve Bank of Boston

Accounting Changes as Windsor Locks, CT Paper Check Processing Moves to Federal Reserve Bank of Philadelphia on September 19, 2008

As announced in our previous communication of May 29, the Federal Reserve will move the Windsor Locks, CT paper check processing function to the Federal Reserve Bank of Philadelphia after the 8:30 am deposit deadline on September 19, 2008.

In preparation for this move, we would like to highlight some resulting changes that will appear on your Statement of Account and Statement of Service Charges for your paper check processing. The enclosure to this letter outlines all of these changes, which will be effective Monday, September 22, 2008, the first business day after our September 19 move. **Please note that these changes do not affect Check 21 depositors and receivers.** Feel free to share the enclosure with others in your organization who may find it useful as a reference tool.

Change in Cost Center Work Unit (CCWU) Numbers

The current CCWU number reflected on your Statement of Account for work processed in Windsor Locks is 9901. This will be changed to reflect the CCWU numbers used in Philadelphia, which are 9201, 9202, 9301, 9302, 9601 and 9602. This change will appear on your Statement of Account beginning September 22, 2008, and is illustrated in the enclosure to this letter.

“Future” Becomes “Deferred”

“Future” activity will be shown as “deferred” activity on your Statement of Account. “Futures” that are currently processed by the Windsor Locks office and appear in detail on the availability date with the original transaction code will appear as “deferred” on the process date. A summary record will be provided, and you will need to match the detail entries to the summary as you do today for your local transactions.

Change in Statement of Service Charges

On your September 2008 billing statement, you will notice two changes to your Statement of Service charges.

- First, all items deposited before September 19, 2008, will appear as being processed by the Windsor Locks office, while items deposited after September 19 will appear as being processed by the Federal Reserve Bank of Philadelphia.
- Second, you will begin to see changes to the billing product codes. Some of the items deposited after September 19 will be billed under different product codes than they are today. The table below shows the new billing product codes; actual fees for these products will not change.

Product Description	Current Code	Product Code Effective September 22, 2008
RCPC Regular Tier 4	15259	15254
RCPC Premium Tier 4	15309	15304

Once Windsor Locks paper check processing shifts to Philadelphia, all billing adjustments will appear on the Statement of Service Charges as originating from the Federal Reserve Bank of Philadelphia, even if the items were originally processed in Windsor Locks. Therefore, billing adjustments for items processed by Windsor Locks before the shift in processing but functioned after September 19, 2008, will appear as being processed by Philadelphia.

Check 21 and Payor Bank Services

The changes outlined in this letter apply to paper processing only. As noted above, you will not see any changes reflected on your Statement of Account for Check 21-related services, as these will continue to be processed in Windsor Locks. However, you will see accounting changes related to payor bank services. These changes will be communicated at a later date.

Assistance in Managing Your Account Going Forward

To assist you in managing your Federal Reserve Bank account both during this time of transition and on an ongoing basis, the Federal Reserve Banks offer a number of Accounting Information Services. These services include delivery of your daily Statement of Account, Cash Management Reports, online inquiry capabilities to view transactions, notifications of entries to your account, and the Monthly Summary Statement of Service Charges. This information can be delivered to you via FedLine Web[®] or FedMail[®] (e-mail or fax). We also offer enhanced cash management features via FedLine Web or computer interface connection, including intra-day account information on a nearly real-time basis.

Additional information on all of our accounting services is available at the following page:

FRBservices.org/accountservices/index.html

A Final Customer Service Note

Minimizing the impact of operational changes for our customers is one of our highest priorities during check restructuring. If you would like to conduct testing on accounting information, please contact Jim Brigandi, Manager of General Accounting at the Federal Reserve Bank of Philadelphia, at (215) 574-6137 (e-mail: Jim.Brigandi@phil.frb.org).

Please watch for additional information concerning our restructuring initiative as we draw closer to September 19, and do not hesitate to contact your account executive if questions arise.

Enclosure

Changes to Statement of Account and Statement of Service Charges for Windsor Locks to Philadelphia Check Processing Move Effective September 22, 2008*

	Current Status	Status Effective September 22, 2008*
Cost Center Work Unit (CCWU) on your Statement of Account	<ul style="list-style-type: none"> FRB Boston CCWU – 9901 	<ul style="list-style-type: none"> Will change to Philadelphia CCWUs - 9201, 9202, 9301, 9302, 9601 and 9602
Deferred Activity	<ul style="list-style-type: none"> Deferred appears as Future activity on the process date 	<ul style="list-style-type: none"> “Future” activity processed by the Federal Reserve Bank of Philadelphia will appear as “Deferred” activity on the process date The summary record will be provided, and you will need to match detail entries to the summary as you currently do for local transactions
Statement of Service Charges	Work processed in Windsor Locks appears under the Windsor Locks Office	<ul style="list-style-type: none"> First District paper checks processed at the Federal Reserve Bank of Philadelphia will appear under Philadelphia All billing adjustments will appear under Philadelphia, even if the item was processed before Windsor Locks processing shifted to Philadelphia New product billing codes may be added to accommodate First District products being processed in Philadelphia (actual fees for these products will not change)

***Note: The move of Windsor Locks check processing work to Philadelphia will occur on September 19, 2008. The accounting changes will go into effect on the first business day thereafter, on Monday, September 22, 2008.**