



Federal Reserve Bank End User Authorization Contact (EUAC) Designation and Authorization Form for FedLine® Web-Based Services and Other Business Applications

FRBservices.org

We, the institution named below ("Participant"), designate the following individual as an End User Authorization Contact (EUAC) for our institution. We understand that Participant must designate at least two EUACs for each Access Solution that it is authorized to use. We also understand that, unless prior written approval is obtained from the Federal Reserve Banks, Participant's EUACs must be located in the United States or its territories.¹ The EUAC is responsible for identification, authentication and notification processes between Participant and the Reserve Banks related to those FedLine Web-based services and other business applications as specified below. This includes advising the Reserve Bank of Subscribers who should be issued a credential (a certificate, and/or a user ID and password, and/or a FedLine Security Token and pass phrase) in order to transact business over the Web, and specifying the services and/or business applications Subscribers may access. We agree to the terms and conditions of the Reserve Banks' Operating Circular No. 5 ("OC 5"), including the Certification Practice Statement ("CPS"), and our EUACs and Subscribers will comply with all specified terms and conditions of OC 5 and the CPS (in the case of certificate/FedLine Security Token and pass phrase holders), as well as all applicable security procedures, as they are all amended from time to time. OC 5 and the CPS are both located at <http://frbervices.org/OperatingCirculars/index.html>. The Reserve Banks may rely on and act upon instructions or other information related to the FedLine Web-based services and other business applications specified below that the Reserve Banks receive from (or reasonably believe that they have received from) the EUAC, until the Reserve Banks receive (and have had a reasonable time to act upon) a written amendment or revocation of this authorization.

A separate form must be completed for each EUAC

All Fields Are Required

Section 1 – General Information

Date of Request	
Federal Reserve Bank	
Request Type	<input type="checkbox"/> ADD EUAC Complete Sections 1,2,3,4, and 5. <input type="checkbox"/> MODIFY Self-Service EUAC Role Add and/or Delete roles that an existing EUAC has authority to manage. Complete sections 1, 2, 3, 4, and 5. <input type="checkbox"/> MODIFY Profile Select Modify Profile when changes are made to the EUAC Profile information contained in section 2. Complete Section 1, make the appropriate changes in Section 2 and complete Sections 4 and 5. <input type="checkbox"/> DELETE EUAC Select only one option below. Complete sections 1, 2, 4 and 5. <input type="checkbox"/> EUAC will no longer require any of the EUAC roles. Only the Self-Service role will be removed from the credential. If the individual has access to other services, those Subscriber functions will be retained. <input type="checkbox"/> EUAC will no longer be performing EUAC or Subscriber functions. All EUAC and Subscriber functions will be removed from the credential and the credential will be deleted.

Section 2 – EUAC Profile

EUAC Name	First	Middle Initial	Last
EUAC's New Name <i>*Complete only if EUAC's name has changed</i>	First	Middle Initial	Last
EUAC E-mail Address <i>Must be valid individual E-Mail address. A group E-mail address will not be accepted.</i>			
Depository or Authorizing Institution's Name ("Participant")			
9 Digit ABA Routing Number (ABA) or ID Number			
Street Address <i>Do not specify a P.O. Box number</i>			
City			
State			
Zip Code			
Country <i>Unless prior written approval is obtained from the Federal Reserve Banks, the EUAC must be located in the United States or its territories.¹</i>			

¹United States territories include Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

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Section 2 (continued) – EUAC Profile

Telephone Number <i>Main location number with area code</i>	Country Code	Phone	Extension
Fax Number	Country Code	Fax	
EUAC After-Hours Telephone Number <i>Direct telephone number with area code. This phone number may be used to contact this EUAC for urgent business requests outside of normal processing hours.</i>	Country Code	Phone	Extension

Section 3 – EUAC Self Service Roles

Use this section to “Add” or “Delete” the services the EUAC has the authority to manage.

- Check the “Add” box for the access solution an EUAC has the authority to manage.
- Check the “Delete” box for the access solution an EUAC no longer has the authority to manage.

Refer to **Appendix A** for a description of the Services listed in this section.

Access Solution	Services	Add	Delete
FedLine Web®	Account Management Information FedCash® Services Check Services FedACH® Services - Information Services (including Derive Returns and NOCs) Reserve Calc Service Charge Information	<input type="checkbox"/>	<input type="checkbox"/>
FedLine Advantage® (Includes all of the FedLine Web services listed above)	FedACH Services – File Processing FedPayments® Manager for FedWire® Services – Funds FedPayments Manager for FedWire Services – Securities FedPayments Manager for National Settlement Service	<input type="checkbox"/>	<input type="checkbox"/>

Section 4 – Alternate EUAC

The Alternate EUAC will receive and be responsible for distributing new tokens or credential information.

Alternate EUAC Name <i>Must be a current EUAC for your institution</i>	First	Middle Initial	Last
Alternate EUAC E-mail Address <i>Must be valid individual E-Mail address. A group E-mail address will not be accepted</i>			
Street Address <i>Do not specify a P.O. Box number</i>			
City			
State			
Zip			
Telephone Number <i>Main location number with area code</i>	Country Code	Phone	Extension

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Section 5 – Authorized Approval

All fields are MANDATORY in order for this request to be processed.

Official Authorized Signature <i>The person signing this form must have signatory authority for the Institution and must be listed on the Official Authorized List. The person signing this form cannot be the same person as the EUAC.</i>			
Name	First	Middle Initial	Last
Date			
Telephone	Country Code	Phone	Extension
Individual Email Address			

Please mail the completed and signed original paper version of this form to the appropriate Customer Contact Center.

<p>If your Federal Reserve Bank District is: Boston Atlanta New York Chicago Philadelphia Kansas City</p> <p>Submit your original form to the following address: Customer Contact Center P.O. Box 219416 Kansas City, MO 64121-9416</p>	<p>If your Federal Reserve Bank District is: Cleveland Minneapolis Richmond Dallas St. Louis San Francisco</p> <p>Submit your original form to the following address: Customer Contact Center P.O. Box 9130 Minneapolis, MN 55480-9130</p>
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Federal Reserve Bank Use Only

Due Diligence Verification Signature	
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EUAC After Hours Telephone Number	The Federal Reserve Banks recommend that the EUAC provide a telephone number that the Federal Reserve Banks may use in order to facilitate urgent business requests that may occur outside the normal hours of operation. While this field is not mandatory, it is highly recommended in order to conduct business outside of normal business hours. If this information is not provided, it could lead to a delay in services this EUAC manages. An example of an appropriate after hours telephone number is the EUAC's home telephone number including the area code.
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"FedLine," "FedLine Advantage," "FedLine Web," "FedCash," "Fedwire," "FedACH", "FedPhone", and "FedPayments" are service marks of the Federal Reserve Banks. A complete list of marks owned by the Federal Reserve Banks is available at FRBservices.org.

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Appendix A: Service Descriptions

Information only; do not send in with form

Application	Description
Account Management Information	Service provides the ability to see real-time Account Balance, Daylight Overdraft Balance, and Available Funds Balance information and the ability to drill down to selected individual transactions. There are two available levels: Restricted and Non-Restricted. Both levels provide access to all functions and features of the application. However, the Non-Restricted level provides information that Participants may consider sensitive, including Available Funds Balance, as well as Daylight Overdraft Reports (DORPS), collateral, memo post, and net debit cap totals. Participants should only request one level and if there are any questions about the appropriate level options, please contact the local Federal Reserve Office.
FedCash® Services	Service provides Participants the ability to order currency and coin, to enter deposit notifications and to order cash supplies.
Check Services	Check Services includes: Check Adjustment, FedImage® File Download, FedImage Retrieval, Account Totals File Delivery, Check Advice Delivery, Direct Send/Consolidated Send Notices, Electronic Cash Letter, Fine Sort Notices, Generic File Services, Large Dollar Return Item Notification, MICR File Delivery, Return or Retrieval Requests, and Same Day Settlement.
FedACH® Services	
Information Services (Including Derive Returns and NOCs)	Service provides enhanced on-line access to information about FedACH transactions including settlement, file, batch, item, and customer profile data. Several features provide Participants with time critical information for the current processing day as well as the ten (10) previous processing days. Information is also available for Participants to view selected information on return activity. The Derive Returns and NOC feature of Information Services provides the ability for Receiving Depository Financial Institutions (RDFIs) to derive a return, NOC, dishonored or contested dishonored return item from the FedACH database. Receiving Points (RPs) may also derive returns and NOCs on behalf of their RDFIs. Items are available for the 60 previous business days.
File Processing	FedACH File Processing (via FedLine Advantage®) includes the following Access Levels: 1) Approve Files Only; 2) Send and Receive Files Only; 3) Send, Receive, and Approve All Files.
FedPayments® Manager for the Fedwire® Services	
FedPayments Manager - Funds	Service provides Participants the ability to prepare and submit payment messages and other requests to the Fedwire Funds Service for processing.
FedPayments Manager - Securities	Service provides Participants the ability to prepare and submit securities transfer messages and other requests to the Fedwire Securities Service for processing.
FedPayments Manager for the National Settlement Service	Service enables settlement agents to create or import settlement files, to update and verify those files, and to submit those files to the National Settlement Service for processing. The FedPayments Manager tool will also enable settlement agents to view settlement arrangement profiles, to view settlement files that they have submitted either on the current processing day or on prior days, and to issue "retry" or "cancel" instructions for files they have submitted to National Settlement Service, but that have encountered processing exceptions.

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Application	Description
ReserveCalc	Service provides the ability to access reserve requirement and position information. It also includes detailed as-of adjustments, reservable liabilities calculated from Participants' FR 2900 reports, and close-of-business account balances. The Balance Calculator feature helps Participants estimate account balances to meet current period position requirements.
Service Charge Information	Service provides the ability to access the monthly Summary Billing Statement of Service Charges, with the ability to drill down to view the details underlying summarized transactions.

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