



FRBservices.org

Federal Reserve Bank Check 21-Enabled Services FedForward[®], FedReturn[®], FedReceipt[®] & FedImage[®] Agreement

Purpose: Completion of this form is required before a financial institution may send electronic items to a Federal Reserve Bank, receive electronic items from a Federal Reserve Bank, or send to a Reserve Bank physical items that are designated for processing under Appendix G of Federal Reserve Bank Operating Circular 3 (collectively, "Items"). The Federal Reserve Bank uses this form to obtain information that is needed to successfully complete "Check 21" product enrollment and set-up processes. A description of the available services can be found at: http://www.frbervices.org/files/servicesetup/check/pdf/check21_special_sort_options_guide.pdf

The undersigned financial institution agrees to the terms and conditions of Operating Circular Number 3 and the Appendices thereto. The financial institution further agrees that it will submit a service change request in writing to the Reserve Bank prior to sending the Reserve Bank items in excess of the maximum number specified below, and/or prior to sending Items to any Federal Reserve Bank office other than the office(s) specified below. The financial institution agrees that it will not send any Items covered by a service change request until the Reserve Bank has agreed to the service change. The Reserve Bank will provide the services according to its published fee schedules, as amended from time to time. The Reserve Bank will notify the financial institution of the effective date of this service.

Section 1 – Financial Institution Information

Required to be completed by the requesting financial institution

*** Required Fields**

Requested Effective Date *			
Financial Institution Routing Transit Number (RTN) *			
Financial Institution Name *			
Financial Institution Address *			
Financial Institution City *			
Financial Institution State *			
Financial Institution Zip Code *			
Primary Contact Name *	First	Middle Initial	Last
Primary Contact Telephone Number *	Phone		Extension
Primary Contact Email Address *			
Anticipated Deadline(s) for Depositing Image Cash Letters *	Deadline(s)	Deadline(s)	Deadline(s)
	Deadline(s)	Deadline(s)	Deadline(s)

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Section 2 – Financial Institution Routing Number(s)¹

Routing Transit Number (RTN) to be used as immediate file origin/destination for image cash letter deposits, image cash letter receipt, and for all positive and negative acknowledgements <i>Primary Origin/Destination RTN²</i>	
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Authorized RTN(s) for Check Activity:

Image Cash Letter Presentment <i>FedReceipt/FedReceipt Plus</i>	RTN	RTN	RTN
	RTN	RTN	RTN
Image Cash Letter Deposit <i>FedForward/FedReturn</i>	RTN	RTN	RTN
	RTN	RTN	RTN

Authorized RTN(s) for Billing:

Billing charges for processing will be passed to the Requesting Financial Institutions Primary Originating RTN for the following Authorized RTN(s)

<input type="checkbox"/> FedForward	RTN
<input type="checkbox"/> FedReturn	RTN
<input type="checkbox"/> FedReceipt/FedReceipt Plus	RTN

Authorized RTN(s) for Debits Settlement³:

<input type="checkbox"/> Forward	RTN
<input type="checkbox"/> Return	RTN

Authorized RTN(s) for Credits Settlement⁴:

<input type="checkbox"/> Forward	RTN
<input type="checkbox"/> Return	RTN

¹ For Financial Institutions using a 3rd party Agent, execution of the Check 21 Agency Agreement is required.

² For Financial Institutions using a 3rd party Agent, the Agent ETI/RTN must be listed in this field.

³ If the debits are checked, OC1, Appendix 2 - Transaction & Service Fee Settlement Authorization must be on file for proper processing.

⁴ If credits are checked, OC1, Appendix 2 - Transaction & Service Fee Settlement Authorization must be on file for proper processing.

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Section 3 – Product Information for Financial Institution Using Check 21 Services

Change Option <i>Choose One</i>	<input type="checkbox"/> New	<input type="checkbox"/> Modify
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FedForward Enrollment

<input type="checkbox"/> Add or <input type="checkbox"/> Delete Products	Maximum Daily Volume <i>If adding, specify</i>	Destination FRB RTN <i>If adding, specify</i>
<input type="checkbox"/> Mixed ICL <input type="checkbox"/> Dollar Cut ICL		
<input type="checkbox"/> Fixed Mixed ICL		
<input type="checkbox"/> Select Mixed Level 1 ICL		
<input type="checkbox"/> Select Mixed Level 2 ICL		
<input type="checkbox"/> Premium Mixed ICL		
<input type="checkbox"/> Fine-Sort ICL		
<input type="checkbox"/> Regional Fine-Sort ICL ⁵		
<input type="checkbox"/> 100% Immediate ICL ⁶		
<input type="checkbox"/> Separately Sorted Gov't ICLs <input type="checkbox"/> Treasury Checks <input type="checkbox"/> Postal Money Orders <input type="checkbox"/> Savings Bonds (when available)		
<input type="checkbox"/> 100% Deferred ICL <input type="checkbox"/> Mixed ICL <input type="checkbox"/> Fine-Sort ICL		

FedReturn Enrollment

<input type="checkbox"/> Add or <input type="checkbox"/> Delete Products	Maximum Daily Volume <i>If adding, specify</i>	Destination FRB RTN <i>If adding, specify</i>
<input type="checkbox"/> Mixed ICL		
<input type="checkbox"/> 100% Immediate ICL ⁷		

⁵ Contact your Account Executive before signing up for this service. This product is offered Monday through Friday. On those Fridays when the Check 21 system is unavailable, deposits will be considered received Sunday evening.

⁶ This product is available as per the fee schedule deposit deadlines. Eligibility is limited to depositors with 98 percent immediate availability or higher on image cash letter deposits. A semi-annual review of eligibility will be completed and depositors whose availability falls below the threshold will be notified and removed from the product.

⁷ This product is available at all FedReturn deposit deadlines. Eligibility is limited to depositors with 98 percent immediate availability or higher on image cash letter deposits. A semi-annual review of eligibility will be completed and depositors whose availability falls below the threshold will be notified and removed from the product.

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Section 3 (continued) – Product Information for Financial Institution Using Check 21 Services

Forward FedReceipt Enrollment

If the Financial Institution has designated the Reserve Bank as its presentment point for Same Day Settlement items and subscribes to the Reserve Bank’s SDS inclusion service, by enrolling for the FedReceipt Plus service the Financial Institution further agrees that the Reserve Bank may deliver electronic images of such items and electronic information derived from such items to the Financial Institution in an image cash letter. Presentment of such items occurs upon physical delivery of the items to the Reserve Bank. Any image cash letter containing electronic images of such items and electronic information derived from such items is *for informational purposes only*. Delivery and receipt of such a file is not presentment. The Financial Institution subscribing to the Reserve Bank’s SDS inclusion service in conjunction with FedReceipt Plus must also agree to subscribe to the SDS Settlement and Adjustment service with respect to same day settlement items.

<input type="checkbox"/> Add or <input type="checkbox"/> Delete Products <i>If add, specify address below</i>	<input type="checkbox"/> FedReceipt Forward <input type="checkbox"/> FedReceipt Plus Forward <input type="checkbox"/> Electronic Receivers via x9.37-2003 MICR Only file with FedImage Archive <i>Receivers must subscribe to 7+ years FedArchive</i>
Street Address <i>Physical Address for the RTN of the Immediate destination; place of Electronic Presentment</i>	
City	
State	
Zip Code	

Returns FedReceipt Enrollment

<input type="checkbox"/> Add or <input type="checkbox"/> Delete Products <i>If add, specify address below</i>	<input type="checkbox"/> FedReceipt Returns <input type="checkbox"/> FedReceipt Plus Returns
Street Address <i>Physical Address for the RTN of the Immediate destination; place of Electronic Presentment</i>	
City	
State	
Zip Code	

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Section 4 – Executed by the Requesting Depository Financial Institution

Financial Institution Name *			
Routing (RTN) Number *			
Name *	<i>First</i>	<i>Middle Initial</i>	<i>Last</i>
Title *			
Authorized Signature ⁸ *			
Date *			

⁸ Authorized signer must be listed on the Official Authorization List (OAL) filed with the Federal Reserve Bank.
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Attachment A - Additional Set Up Information for FedReceipt / FedReceipt Plus Customers

Please indicate the desired FedReceipt / FedReceipt Plus delivery methodology:

Financial Institution Name		
Financial Institution RTN		
Endpoint Options	<input type="checkbox"/> ICL including all endpoints <input type="checkbox"/> ICL including single endpoint	<input type="checkbox"/> ICL including group of endpoints ⁹
Delivery Options	Forward FedReceipt <input type="checkbox"/> Normal Delivery <i>2:00 PM local</i> <input type="checkbox"/> Super Premium Delivery 9AM ⁹ <i>Target - 9:00 AM Eastern</i>	<input type="checkbox"/> Premium Delivery 10AM ¹⁰ <i>Target - 10:00 AM local</i> <input type="checkbox"/> Premium Delivery Noon ⁹ <i>Target - 12:00 Noon local</i>
	Returns FedReceipt <input type="checkbox"/> Normal Delivery <i>2:00 PM local</i>	
Forward Only Options	<input type="checkbox"/> Courtesy Delivery ¹¹ Please enter the desired Courtesy Delivery Time Slot(s) (7pm, 8pm, 9pm, 10pm, 11pm local): _____ <input type="checkbox"/> Supplemental MICR file(s) only followed by corresponding ICL(s) at a later time.	

Please indicate other Check Services to be included with FedReceipt / FedReceipt Plus Service:

Same Day Settlement (SDS) Options	<input type="checkbox"/> SDS Inclusion with Settlement and Adjustment – Basic <input type="checkbox"/> SDS Inclusion with Settlement and Adjustment – Premium <i>Applicable Only for Forward FedReceipt/FedReceipt Plus</i>
Reject Repair Options	<input type="checkbox"/> Electronic Reject Repair– Forward FedReceipt - (please select one) <ul style="list-style-type: none"> <input type="checkbox"/> Option #1 – Account required and all on-us fields validated only <input type="checkbox"/> Option #2 – Account required and any on-us field (i.e., check#) required <input type="checkbox"/> Option #3 – Account and Tran Code (Field #2) required/validated <input type="checkbox"/> Option #4 – Account and Optional # (Field #4) required/validated <input type="checkbox"/> Option #5 – Account and Serial Number (Field #7) required/validated <i>Electronic Reject Repair is included with subscription to Returns FedReceipt Plus</i>

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⁹ Distribution of endpoints for each ICL should also be included

¹⁰ Every effort will be made to deliver items by the target delivery time; however, Reserve Banks have the right to deliver items by your cutoff hour which can be no earlier than 2:00 p.m. local time.

¹¹ Subscription to the Courtesy Delivery option is available only to Financial Institutions who have agreed to receive either FedReceipt or FedReceipt Plus. If the Reserve Bank fails to make a courtesy delivery as scheduled, the Reserve Bank will not charge the Financial Institution the applicable Courtesy Delivery premium fee with respect to the affected file(s). Otherwise, the Reserve Bank assumes no responsibility or liability for making presentment or return of items more quickly than the Reserve Bank is required to do under applicable provisions of the UCC, Regulation CC, or Regulation J

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Attachment B – FedImage Enhanced Truncation

Authorized RTNs for FedImage Enhanced Truncation

Primary RTN			
Authorized RTNs under primary RTN	RTN	RTN	RTN
	RTN	RTN	RTN
	RTN	RTN	RTN
Billing RTN(s)	<input type="checkbox"/> Bill to primary RTN <input type="checkbox"/> Bill to individual RTN		

Services Requested

We request that the Federal Reserve Banks provide services as follows:

Change Option <i>Choose One</i>	<input type="checkbox"/> New	<input type="checkbox"/> Modify	<input type="checkbox"/> Delete
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FedImage Capture

Basic Image Capture – Image capture of financial institution’s paper items by the Federal Reserve Bank

On-Us (Over-the-counter) Items

Frequency work will be sent to Federal Reserve Bank (chose only one):

- Daily
- Weekly (Day): _____
- Monthly (Date): _____
- Other: _____

The On-Us work will be dated (chose only one):

- Current Date
- Back-dated (number of days): _____
- Combination of current and backdated work

If On-Us work contains items with transaction codes, please list: _____

FedImage Archive

- FedImage Archive with storage
 - 30 business days
 - 60 business days
 - 7 years (includes 60 business days on disk)
 - 11 years¹² (includes 60 business days on disk)

Extended DISK (RAID) Storage

- 61 days to 6 months on disk - 7 years on tape
- 61 days to 12 months on disk - 7 years on tape
- 61 days to 24 months on disk - 7 years on tape

¹² Only available in States per Legal requirements. Contact your Account Executive.
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Attachment B (Continued) – FedImage Enhanced Truncation

Other Services

Back File Conversion

Dual Archive (to pre-load FRB archive for up to 120 calendar days prior to production cut over)

Extended Dual Archive (to pre-load FRB archive for longer than 120 calendar days prior to production cut over)

Electronic On-Us Service (when available)

FedImage Delivery¹³

CD ROM

FedImage Retrieval

Standard Retrievals – Per retrieval fee charged to each retrieval type (FedLine Web, FedImage Gateway Retrieval, email, fax)

Subscription Retrievals – Per item fee based on all archived items (available to active FedImage Archive customers only)

¹³ Attachment C must also be submitted
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Attachment C – FedImage ONLY - Additional Set Up Information for CD ROM Delivery or Recurring Requests

(If requesting separate CDs, one Attachment C form is required for each CD setup)

Financial Institution Name	
Financial Institution RTN	
Change Option	<input type="checkbox"/> New <input type="checkbox"/> Modify <input type="checkbox"/> Delete

CD ROM Delivery

Number of copies	
CD Label Information (each line is limited to 27 characters)	
Send CD to Address	
Send CD to City	
Send CD to State	
Send CD to Zip Code	
Send CD to Attention	
Query Selection Criteria – Please specify	
Item Selection Period/Item Processing Date	
Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Other: _____
Comments/Special Instructions	