

# UCAP Designation Change Request Form

**Required Fields\*****Section 1: Service Description and Form Instructions**

Uniform Cash Access Policy (UCAP) provides a common, basic level of free service for all depository institutions. Please visit [FRBservices.org](http://FRBservices.org) or contact your local FedCash® representative for more information.

For assistance completing this form, please contact your local FedCash Services [contact](#).

Send completed forms to the Customer Contact Center at the email address or fax number below.

Federal Reserve Bank  
Customer Contact Center  
[ccc.bankservices@kc.frb.org](mailto:ccc.bankservices@kc.frb.org)  
Fax: (877) 281-3647

**Section 2: Customer Information**

<b>Institution Name*</b>			
<b>Identification Number (ABA/RTN) *</b>	<i>9-Digit ABA Number</i>		
<b>Requesting Contact Name*</b>	<i>First</i>	<i>MI</i>	<i>Last</i>
<b>Requesting Contact Title*</b>			
<b>Requesting Contact Phone Number*</b>	<i>Country Code</i>	<i>Phone</i>	<i>Extension</i>
<b>Requesting Contact Email Address*</b>			
<b>Street Address*</b>			
<b>City*</b>			
<b>State*</b>			
<b>Zip Code*</b>			

### Section 3: Customer Specific Requests

<b>Requested Effective Date*</b> (Actual effective date may vary)	
<b>Servicing FRB Office*</b> Forms with the "Servicing FRB office" field left blank cannot be processed and will be returned to the customer.	

#### 3.1 Designated Endpoints

The UCAP policy allows institutions to designate up to 10 endpoints, each of which has access to one deposit and one order per week free of charge. For **new** FedCash service list up to 10 endpoints to be designated free. For changes, list only those endpoints to be added or deleted. Choose **Add** to designate an endpoint as free, or choose **Delete** to identify a chargeable endpoint.

<b>Routing (ABA) Number</b> <small>ABA number should be 9 digits</small>	<b>Branch Number</b> <small>Branch number should be 4 digits</small>	<b>Add</b>	<b>Delete</b>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

### Section 4: Authorized Approval

From Official Authorization List

<b>Authorized Signer Name*</b>	<i>First</i>	<i>MI</i>	<i>Last</i>
<b>Authorized Signer Title*</b>			
<b>Authorized Signer Email Address*</b>			
<b>Authorized Signer Phone Number*</b>	<i>Country Code</i>	<i>Phone</i>	<i>Extension</i>
<b>Authorized Signature*</b>			
<b>Date*</b>			

This application will not be accepted if the name provided above is not an individual listed on your institution's Official Authorization List (OAL). To complete an OAL for your institution or to add authorized individuals to your institution's OAL, visit [Account Services](#).

<p><b>Federal Reserve Use Only</b></p> <p>Date Notified: _____</p> <p>FRB Contact: _____</p> <p>DFI Contact: _____</p>
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