

# FedMail® Request Form

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## Required Fields\*

### Section 1: Service Description and Form Instructions

This form should be used to sign up for FedMail or make changes to your FedMail service.

- Use “Section 3: Service Specific Information” to “Add” or “Delete” services or delivery addresses.
- For email delivery, shared email addresses are preferred unless otherwise noted. Please provide more than one email address if using individual email addresses.
- Complete an additional form to sign up more than three delivery addresses for a service.
- To change a delivery address, “Delete” the current delivery address and “Add” the new delivery address.
- To delete all recipients for a service type, mark “All” in the delete column. Please note that by marking delete “All” box, all email addresses and fax numbers that the service is delivered to will be deleted.
- [Pricing information](#) is available on FRBservices.org.
- [Service descriptions](#) are available on FRBservices.org.
- The form must be signed by an individual listed on your organization’s Official Authorization List (OAL).

**For assistance in completing this form, please contact the CCC at (888) 333-7010.**

**Send the completed and signed form to the CCC via:**

**Email:** [ccc.coordinators@kc.frb.org](mailto:ccc.coordinators@kc.frb.org)

or

**Fax:** (800) 660-7856

**Section 2: Customer Information**

<b>Organization Name*</b>	
<b>Identification Number (ABA/RTN)*</b>	
<b>Country*</b>	

**Section 3: Service Specific Information**

**Accounting: Capital Stock (STOC, DIVD)**

Add	Delete	Email	Fax	Email Address or Fax Number
	<input type="checkbox"/> All			
<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"/>	

**Accounting: Daily Accounting Statement (IASR)**

Add	Delete	Email	Fax	Email Address or Fax Number
	<input type="checkbox"/> All			
<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"/>	

**Billing: Monthly Billing Summary Statement of Service Charge (EBST)**

Add	Delete	Email	Fax	Email Address or Fax Number
	<input type="checkbox"/> All			
<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"/>	

**Check Adjustments: Messages and Images (CADM, CADI)**

Add	Delete	Email	Fax	Email Address or Fax Number
	<input type="checkbox"/> All			
<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 3: Service Specific Information (continued)

#### Check 21: Duplicate Notification Service (DCNR)

By adding the Check 21 Duplicate Notification Service, you acknowledge that you have read and agreed to the terms and conditions of the *Check 21 Duplicate Notification Service*

Agreement. <https://www.frb services.org/app/duplicatecheck/request/terms.html>

Add	Delete Email	Delete Fax	Email Address <i>Shared email addresses are preferred. Please provide more than one email address if using personal email addresses.</i> or Fax Number <i>Please provide the fax number to be deleted. Fax numbers may not be added.</i>
	<input type="checkbox"/> All	<input type="checkbox"/> All	
<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"/>	

#### Check 21: FedForward®/FedReturn® Deposit Acknowledgements (DNOP, DNOT)

Add		Delete <input type="checkbox"/> All	Email Address
Production (DNOP)	Pre-Prod/Test (DNOT)		
<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"/>	

#### Check 21: FedReceipt®/PDF Presentment Notifications (PNOP, PNOT)

Add		Delete <input type="checkbox"/> All	Email Address
Production (PNOP)	Pre-Prod/Test (PNOT)		
<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"/>	

#### Daylight Overdraft Reports (ABO2)

Add	Delete <input type="checkbox"/> All	Email Address
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

**Section 3: Service Specific Information (continued)**

**FedACH®: Advices (ACHR)**

Add	Delete <input type="checkbox"/> All	Email	Fax	Email Address or Fax Number
<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"/>	

**FedCash®: Cash Difference Advices (CD01)**

Note: Recipients of Cash Difference Advices will receive all advices for all RTNs associated with their organization.

Add	Delete <input type="checkbox"/> All	Email Address
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

**Fedwire®: Funds Advices (FFSR)**

Add	Delete <input type="checkbox"/> All	Email Address
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

**Fedwire: Funds Offline Service Code Words Authentication (CWRD)**

**Email Address** *Shared email addresses are not permitted. Provide up to two individual email addresses. This list replaces the prior email addresses on file for your organization.*

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**Fedwire: Securities Reports and Advices (FSSR)**

Add	Delete <input type="checkbox"/> All	Email Address
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

**Section 3: Service Specific Information (continued)**

**Treasury and DFAS: ACH Reclamations (RECM)**

Please attach a listing of additional affiliate RTNs for which your organization may receive reclamations.

<b>Add</b>	<b>Delete</b> <input type="checkbox"/> All	<b>Email Address</b> <i>Shared email addresses are preferred. Please provide more than one email address if using personal email addresses.</i>
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

**Treasury: Check Reclamations (RECC) and Reports (CORM, CORS, CORW)**

Please attach a listing of additional affiliate RTNs for which your organization may receive reclamations.

<b>Add</b>	<b>Delete</b> <input type="checkbox"/> All	<b>Email Address</b> <i>Shared email addresses are preferred. Please provide more than one email address if using personal email addresses.</i>
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

### Section 4: Authorized Approval

Use of the FedMail access solution is governed by Federal Reserve Bank Operating Circular 5 (“OC 5”), Electronic Access. Depending on the services you choose to access using FedMail, additional [Operating Circulars](#) or agreements may govern those services. Submission of this form constitutes acceptance of the terms and conditions of OC 5 and other applicable Operating Circulars and agreements. The Federal Reserve Banks have no obligation to verify the accuracy of the information you provide in this form and have the right to rely on such information in connection with the provision of FedMail access to the services you are requesting. Except to the extent prohibited by law or regulation, you agree to indemnify, hold harmless and defend the Federal Reserve Banks against any claim, loss, liability, or expense made against or incurred by the Federal Reserve Banks in connection with their reliance on the information provided in this form.

*The person signing this form must have signatory authority for the Organization and must be listed on the Official Authorization List (OAL), and the signature must match the signature as it appears on the OAL. The person signing this form cannot be the same person as a Subscriber identified in this form.*

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

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