



# FedMail<sup>®</sup> Request Form

**\*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.
- **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 appropriate delete column. Please note that by marking delete "All" box, all email addresses that the service is delivered to will be deleted.
- [Pricing information](#) and [Service descriptions](#) are available on FRBservices.org<sup>®</sup>.
- 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 Support Center at 833-FRS-SVCS (833-377-7827).

Email the completed and signed form to [ccc.coordinators@kc.frb.org](mailto:ccc coordinators@kc.frb.org).

## Section 2: Customer Information

Organization Name*	
Identification Number (ABA/RTN)*	
Country*	

## Section 3: Service Specific Information

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

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)**

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

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

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

**Check 21: FedPayments® Reporter (CREP)**

Note: The [Check 21 FedPayments Reporter form](#) (Check 21 Services Agreement FedPayments Reporter - Service Request Form) must be completed the first time your organization requests this service.

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

**FedACH®: Advices (ACHR)**

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

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

**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)**

Add	Delete <input type="checkbox"/> All	Email Address <i>Shared email addresses are not permitted. Only two email addresses at most can receive codewords.</i>
<input type="checkbox"/>	N/A	
<input type="checkbox"/>	N/A	
N/A	<input type="checkbox"/>	
N/A	<input type="checkbox"/>	

**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"/>	

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

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

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

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

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

Add	Delete <input type="checkbox"/> All	Email Address <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 Signature*</b>			
<b>Date*</b>			

“FedMail,” “FedForward,” “FedReturn,” “FedReceipt,” “FedCash,” “FedACH,” “Fedwire,” “FedLine Web,” “FedLine Advantage” and “FRBservices.org” are service marks of the Federal Reserve Banks. A list of marks related to financial services products that are offered by the Federal Reserve Banks is available at [www.frbervices.org/terms/](http://www.frbervices.org/terms/).