

# FedImage<sup>®</sup> Gateway Retrieval Service Technical Contact Certificate Request Form

**Required Fields\***

## Section 1: Service Description and Form Instructions

This form should be used to add, modify profile, revoke and reissue, delete or renew a FedImage<sup>®</sup> Gateway Retrieval Service certificate.

For assistance in completing this form, please contact the Customer Contact Center (CCC) at: (888) 333-7010.

Send the completed 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>Primary Identification Number (ABA/RTN)*</b>	
<b>Country*</b> <i>where the certificate is/will be located.</i>	

## Section 3: Service Specific Information

<b>Request Type*</b>	<input type="checkbox"/> <b>ADD a new certificate</b> <i>Complete Sections 2, 3.1, 3.2, 3.3 and 3.4.</i> <input type="checkbox"/> <b>MODIFY profile</b> <i>Only the Additional Authorized/Managed ABA(s) and Technical Contact's email address may be modified. Complete Sections 2, 3.1, 3.2 3.3 and/or 3.4.</i> <input type="checkbox"/> <b>REVOKE AND REISSUE a certificate</b> <i>Current certificate will be revoked and a new certificate will be issued. Complete Sections 2, 3.2 and 3.3.</i> <input type="checkbox"/> <b>If the certificate has been compromised, check this box for immediate processing.</b> <input type="checkbox"/> <b>DELETE a certificate</b> <i>Complete Sections 2 and 3.3.</i> <input type="checkbox"/> <b>RENEW a certificate</b> <i>Current certificate will be deleted and a new certificate will be issued. Complete Sections 2, 3.2 and 3.3.</i>
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### Section 3: Service Specific Information (continued)

#### Section 3.1: Additional Authorized/Managed ABA(s)

- Complete this section only if a single certificate is/will be used for multiple ABAs/RTNs.
- Check the “Add” box to add ABAs/RTNs to a certificate.
- Check the “Delete” box to remove ABAs/RTNs from a certificate.

ABA/RTN	Add	Delete
	<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 3.2: Technical Contact Information

<b>Technical Contact Name*</b>	<i>First</i>	<i>MI</i>	<i>Last</i>
<b>Technical Contact Email Address*</b> <i>Must be valid individual email address. A group email address will not be accepted.</i>			

#### Section 3.3: End User Authorization Contact (EUAC) Information

<b>EUAC Name*</b> <i>The EUAC authorizing this request cannot be the same person as the Technical Contact.</i>	<i>First</i>	<i>MI</i>	<i>Last</i>
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#### Section 3.4: Vendor Information

- The vendor is the application provider that is responsible for interfacing the application to the FedImage Archive using the FedImage Gateway Retrieval Service.

<b>Vendor Name*</b>			
<b>Vendor Contact Name*</b>	<i>First</i>	<i>MI</i>	<i>Last</i>
<b>Vendor Contact’s Email Address*</b>			

### Section 4: Authorization

By submitting this form: (A) the organization identified in Section 2 (“Participant”) authorizes the Technical Contact identified in Section 3.2 and the EUAC identified in Section 3.3 to receive Federal Reserve Bank certificate components which together can be used to download a certificate, allowing Participant to use the Federal Reserve Banks’ FedImage Gateway Retrieval Service as indicated on this form; and (B) Participant, Technical Contact and EUAC agree to comply with the terms and conditions specified in Operating Circular No. 5 (“OC 5”) and the Certification Practice Statement (“CPS”), as well as all applicable security procedures, as they are all amended from time to time. [OC 5](#) and the [CPS](#) are both located on FRBservices.org.

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