

# Cross-Shipping Waiver Request Form

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

This form can be used to request relief from cross-shipping fees due to a very serious disruption to cash flows, such as that caused by flooding in the main vault or a major service disruption. Customers who experience special circumstances that they believe qualify for a waiver should submit the Waiver Request Form to the Customer Contact Center within 5 business days of the onset of the situation. Your servicing Federal Reserve cash office will decide whether the circumstances warrant cross shipping relief.

For assistance completing this form, please consult 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>		<i>4-Digit Branch Number</i>
<b>Requesting Contact Name*</b>	<i>First</i>	<i>MI</i>	<i>Last</i>
<b>Title</b>			
<b>Requesting Contact Phone Number*</b>	<i>Country Code</i>	<i>Phone</i>	<i>Extension</i>
<b>Requesting Contact Email Address*</b>			

**Section 3: Waiver Information**

<b>Requested Effective Date*</b>	
<b>Servicing FRB Office*</b> Forms with the "Servicing FRB office" field left blank cannot be processed and will be returned to the customer.	
<b>Time Period for Requested Waiver*</b>	
<b>Reason for Waiver*</b> Please describe the circumstances that led to this Cross-Shipping Waiver Request.	

<p><b>Impact Statement*</b> Please describe how the circumstances above affect your FedCash operations from a Cross-Shipping standpoint.</p>	
--	--

**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](#).

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

The Financial Services logo and "Fed Cash" are registered trademarks or service marks of the Federal Reserve Banks. A complete list of marks owned by the Federal Reserve Banks is available at [FRBservices.org](http://FRBservices.org).

Last updated: 06/20/2016