

# THE **FEDERAL RESERVE**

*FedLine® Solutions*

## End User Authorization Contact (EUAC) Designation and Authorization Form For FedLine® Web-Based Services and Other Business Applications (“EUAC Form”)

### Required Fields\*

### Section 1: Service Description and Form Instructions

This form gives the EUAC authority to designate authorized individuals (Subscribers) who should be issued credentials to enable them to transact business using the FedLine Web® or FedLine Advantage® access solutions. Once received and processed, a FedLine credential will be issued to the EUAC. The EUAC will use the credential to access the EUAC Center, which enables the EUAC to submit Subscriber requests, reset Subscriber passwords and access Subscriber reports and FedLine® documentation.

- A separate form must be completed for each individual that will be designated as an EUAC.
- The form must be signed by an individual listed on your organization’s Official Authorization List (OAL).
- [Service descriptions](#) are available on FRBservices.org®.

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

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

### Section 2: Customer Information

Organization Name*	
Identification Number (ABA/RTN)*	

### Section 3: Service Specific Information

Request Type*	<input type="checkbox"/> <b>ADD EUAC</b> Complete Sections 2, 3 and 4. <input type="checkbox"/> <b>MODIFY EUAC access level</b> Add and/or Delete the access level that an existing EUAC has authority to manage. Complete Sections 2, 3 and 4. <input type="checkbox"/> <b>MODIFY Profile</b> Select Modify Profile when changes are made to the EUAC Profile information contained in Section 3.1. Complete Section 2, make the appropriate changes in Section 3.1 and complete Sections 3.3 and 4. <input type="checkbox"/> <b>REMOVE EUAC</b> Select only one option below. Complete Sections 2, 3.1, 3.3 and 4. <input type="checkbox"/> EUAC will no longer require any of the EUAC access levels but will retain Subscriber functions. Only the Self-Service access level will be removed from the credential. If the individual has access to other services, those Subscriber functions will be retained. <input type="checkbox"/> EUAC will no longer be performing EUAC or Subscriber functions. All EUAC and Subscriber functions will be removed from the credential and the credential will be deleted.
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### Section 3: Service Specific Information (continued)

#### Section 3.1: EUAC Profile

<b>EUAC Name*</b>	First	MI	Last
<b>EUAC's New Name</b> <i>Complete only if EUAC's name has changed.</i>	First	MI	Last
<b>EUAC Email Address*</b> <i>Must be valid individual email address. A group email address will not be accepted.</i>			
<b>Street Address*</b> <i>Do not provide a P.O. Box number.</i>			
<b>City*</b>			
<b>State*</b>			
<b>Zip Code*</b>			
<b>Country*</b> <i>Unless prior written approval is obtained from the Federal Reserve Banks, the EUAC must be located in the United States or its territories<sup>1</sup>.</i>			
<b>Phone Number*</b> <i>Main location number with area code</i>	Phone	Extension	
<b>EUAC After-Hours Number</b> <i>Direct phone number with area code. This phone number may be used to contact this EUAC for urgent business requests outside of normal processing hours.</i>	Phone	Extension	

#### Section 3.2: EUAC Access Levels

- Check the "Add" box for the access solution an EUAC has the authority to manage.
- Check the "Delete" box for the access solution an EUAC no longer has the authority to manage.

Access Level	Services	Add	Delete
FedLine Web®	Account Management Information Check Services FedACH Risk® Origination Monitoring Services FedACH® Services – Information Services (including Derive Returns, NOCs and FedPayments® Reporter) FedACH Exception Resolution Service FedCash® Services (including Custodial Inventory, Extended Custodial Inventory, Country Flow Reporting, and Deposit Notification Only) Information Central Services Reporting Central Reserves Central – Reserve Account Administration Reserves Central – Term Deposit Facility	<input type="checkbox"/>	<input type="checkbox"/>
FedLine Advantage® <i>Includes all FedLine Web services listed above and access to the Connection Management Center (CMC). CMC provides the ability to manage VPN devices.</i>	FedACH Services – File Processing FedNow <sup>SM</sup> Service FedPayments Manager for Fedwire® Services – Funds FedPayments Manager for Fedwire Services – Securities FedPayments Manager for National Settlement Service Information Central Services (including FedTransaction Analyzer®)	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup>United States territories include Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

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

#### Section 3.3: Alternate EUAC Profile

The Alternate EUAC will receive and be responsible for distributing new token or credential information to the EUAC identified on page 2. The individual listed as the "Alternate EUAC" must be designated as an EUAC.

<b>Alternate EUAC Name*</b> <i>Must be a current EUAC for your organization.</i>	First	MI	Last
	<b>Alternate EUAC Email Address*</b> <i>Must be valid individual email address. A group email address will not be accepted.</i>		
	<b>Street Address*</b> <i>Do not provide a P.O. Box number.</i>		
<b>City*</b>			
<b>State*</b>			
<b>Zip Code*</b>			
<b>Country*</b> <i>Unless prior written approval is obtained from the Federal Reserve Banks, the EUAC must be located in the United States or its territories<sup>1</sup>.</i>			
<b>Phone Number*</b> <i>Main location number with area code</i>	Phone		Extension

<sup>1</sup>United States territories include Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

### Section 4: Authorized Approval

We, the organization named on page 1 (“Participant”), designate the individual indicated in Section 3.1 as an End User Authorization Contact (EUAC) for our organization. We understand that Participant must designate at least two EUACs for each Access Solution that it is authorized to use. We also understand that, unless prior written approval is obtained from the Federal Reserve Banks, Participant’s EUACs must be located in the United States or its territories<sup>1</sup>. The EUAC is responsible for identification, authentication and notification processes between Participant and the Reserve Banks related to those FedLine Web-based services and other business applications as specified on page 2. This includes advising the Reserve Bank of Subscribers who should be issued a credential (a certificate, and/or a user ID and password, and/or a FedLine Security Token and pass phrase) in order to transact business over the Web and specifying the services and/or business applications Subscribers may access. We agree to the terms and conditions of the Reserve Banks’ Operating Circular No. 5 (“OC 5”), including the Certification Practice Statement (“CPS”), and our EUACs and Subscribers will comply with all specified terms and conditions of OC 5 and the CPS (in the case of certificate/FedLine Security Token and pass phrase holders), 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. The Reserve Banks may rely on and act upon instructions or other information related to the FedLine Web-based services and other business applications specified on page 2 that the Reserve Banks receive from (or reasonably believe that they have received from) the EUAC, until the Reserve Banks receive (and have had a reasonable time to act upon) a written amendment or revocation of this authorization.

*Participants must have at least two EUACs*

*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 the EUAC.*

<b>Authorized Signer Name*</b>	<i>First</i>	<i>MI</i>	<i>Last</i>
<b>Authorized Signature*</b>			
<b>Date*</b>			

<b>Federal Reserve Use Only</b>	
Due Diligence Verification Signature	

<sup>1</sup>United States territories include Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

“FedLine,” “FedLine Advantage,” “FedLine Web,” “FedCash,” “Fedwire,” “FedACH,” “FedACH Risk,” “FedPayments,” “FedTransaction Analyzer,” “FedNow” 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.FRBservices.org](http://www.FRBservices.org).