

**Federal Reserve Board External Subscriber
Certificate and Access Control Request Form**

We designate the following authorized Subscriber to transact business with the Federal Reserve Board using web-based business applications. Please issue a certificate to this Subscriber and grant him/her access to the business applications checked below. The Subscriber will comply with all terms and conditions specified in the Certification Practice Statement (located at <http://federalreserve.gov/PKICertificates>), as well as all applicable security procedures.

A separate form must be completed for each Subscriber or User.

1. Please provide the information specified below. All fields are mandatory except the Middle Initial field.

Date of Request	
Request Type	<input type="checkbox"/> CREATE NEW Subscriber <input type="checkbox"/> MODIFY EXISTING Subscriber <input type="checkbox"/> DELETE Subscriber <input type="checkbox"/> REVOKE Certificate <input type="checkbox"/> RENEW Certificate
Subscriber's/User's Name (First, Middle Initial, Last)	
Signature	
Organization	
Street Address	
City / State / Zip	
E-mail Address	
Telephone	
End User Authorization Contact's (EUAC's) Name(The EUAC authorizing this request cannot be the same person as the Subscriber/User)	
Signature	
EUAC's E-mail Address	

*If you selected RENEW Credential, fill out Section 1 only, UNLESS you are requesting RENEW and an access change.

2. Use the following section if you want to add or delete access to an application. For CREATE NEW Subscriber and MODIFY EXISTING Subscriber requests, complete Subscriber's access requirements below. Select 'Add' to add access or 'Delete' to delete access to an application.

Application	Access Level	Environment	
		Test	Production
NED (National Examination Data)	CBO Analyst		<input type="checkbox"/> Add <input type="checkbox"/> Delete
	LBO Analyst		<input type="checkbox"/> Add <input type="checkbox"/> Delete
	LCBO Analyst		<input type="checkbox"/> Add <input type="checkbox"/> Delete

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3. For DELETE or REVOKE requests, state the reason below.

- Subscriber's employment has been terminated.
- Subscriber no longer requires Web access to Federal Reserve business applications.
- Subscriber's password has been compromised.
- Subscriber has forgotten browser password.
- Subscriber's name has changed.
- Other (please state reason below).

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4. After you have completed the request, send the original hard copy to:

The FRB Registration Authority
Mail Stop 184
Board of Governors of the Federal Reserve System
20th & C Streets, NW
Washington, DC 20551

Federal Reserve Use Only		Signatures	Date										
Two Digit (Numeric) State Code of the Agency		<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> </tr> </table>											
BSR_AGENCY Value (STATE, OCC, FDIC)													
Due Diligence Verification Signature													
Registrar Signature													
Verifier Signature													
Authorization Code Sent By		Delivery method: <input type="checkbox"/> E-mail <input type="checkbox"/> Telephone <input type="checkbox"/> PIN Mailer											
Reference Number Sent By		Delivery method: <input type="checkbox"/> E-mail <input type="checkbox"/> Telephone <input type="checkbox"/> PIN Mailer											
FRIT Information Security (FRITCA) Use Only		Signatures	Date										
Access Control	Implementer Signature												
	Reviewer Signature												