

## Pledgee Agreement Form

**To: Federal Reserve Bank of Boston**  
600 Atlantic Avenue  
Boston, MA 02210  
**Attn: Wholesale Operations / Joint Custody**

**Tel: 800-327-0147, #4**  
**Fax: 877-973-8972**

**Date:** \_\_\_\_\_

We, the \_\_\_\_\_ agree to the terms of **Appendix C** of your *Operating Circular 7*, dated August 19, 2005, as it may be amended from time to time with respect to the account on your books designated \_\_\_\_\_ (4-digit alpha-numeric account number).

We further agree that you may accept par for par substitutions: securities from the Pledgor as a replacement of, or in substitution for, those securities presently held (please check one):

**NO** (Instructions required for each withdrawal)       **YES** (Standing Approval)

Provided that the replacement or substitution does not reduce the aggregate par amount of securities held in custody for us (see *Operating Circular 7, Appendix C, Section 4.3*).

We authorize you to use the following call-back procedure for securities transaction pertaining to this account (please check one):

Three-party call-back       Four-party call-back

We certify that the individuals listed below may take authoritative action on our behalf with respect to the account, including a direction to release collateral from the account. You may rely on the authority of these individuals with respect to the account until we otherwise notify you.

Telephone: \_\_\_\_\_ Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: \_\_\_\_\_ Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: \_\_\_\_\_ Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Pledgee Agreement**

Telephone: \_\_\_\_\_ Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Undersigned hereby certifies that he / she is the present lawful incumbent of the designated public office.

**Pledgee**

\_\_\_\_\_  
Name of Governmental Unit

\_\_\_\_\_  
Street Address or P.O. Box Number

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Official Signature / Date

\_\_\_\_\_  
Printed Name and Title

**Notary**

**State of** \_\_\_\_\_

**County of** \_\_\_\_\_

On this \_\_ day of \_\_\_\_\_, 20\_\_ before me personally appeared \_\_\_\_\_

\_\_\_\_\_ to me personally known or satisfactorily proven, who by

me duly sworn, did depose and say that he / she resides at \_\_\_\_\_,

in the city of \_\_\_\_\_, in the State of \_\_\_\_\_, that he / she is the

\_\_\_\_\_ [Title] of \_\_\_\_\_ and

that he / she executed this document on behalf of \_\_\_\_\_ before me.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Printed Name of Notary

My commission expires on \_\_\_\_\_

## Instructions for Completing a Pledge. Agreement & Authorization List

**Please retain a blank copy of the Pledge Agreement for future use and a copy of the completed form for your records.**

Please type or print in ink the following information in the appropriate sections of the form

- **Please list the name of your entity**, as it appears on your statements, on the blank line in the first sentence. (e.g. We, the “Town of Plainville”)
- **Pledge number** is the four-character identifier that begins with an alpha character, is assigned by the Federal Reserve Bank, and can be found on your statement as the Institution ID. If this is a request to open a new account, please write “NEW”.
- **To allow substitution of collateral**, check the box **YES** to permit financial institutions that pledge collateral to you to replace or substitute collateral at the same or greater current value (par for par) without your having to approve each transaction:
  - Replacement collateral must be deposited the same day that the request to release the collateral is made. At no time are you at risk of being under-collateralized. No collateral will be released without a qualifying substitution or your approval.
  - FRB staff will calculate the current book value of the replacement collateral and ensure that it is of equal or greater value to the collateral it is replacing.
  - A Pledge Activity statement will be sent to you as notification that a substitution has been completed.
  - Select **NO** to approve each and every individual transaction.
- **Call-back procedure** refers to the number of Authorized Individuals who must approve a release of collateral. By checking the box for three-party call-back, you are indicating that one individual from your organization can initiate a collateral transaction and that same person can also verify the transaction. By checking the box for four-party call-back, you are indicating that two individuals from your organization are required for every approval: one individual can initiate the transaction but a second must verify it. (In both cases, the other two parties are Federal Reserve individuals.)
- **Name, title, signature, fax and telephone numbers** of each individual authorized to release securities pledged to this public entity and held in a joint custody account at the Federal Reserve Bank. This list will be used to verify the authenticity of instructions to release pledged securities. Please provide at least three names and as many additional people as you need to accommodate vacations, illness, turnover, etc. Please list them in the order you prefer they be contacted.

**Instructions for Completing a Pledge Agreement**  
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- **Signature, name, and title of the officer who is authorized** to designate the listed individuals. We recommend that the officer not be included on this list as one of the persons authorized to release securities. By signing this form, the officer authorizes the individuals listed to release pledged securities. This signature must be notarized.
- **Notary Information with seal** must be obtained to validate the authenticity of the signature of the approving officer.
- **Please Return the completed Pledge Agreement to:**

**Frost Bank**  
**Capital Markets**  
PO Box 1600  
San Antonio, TX 78296

**Attn: D'Layna Thamm**  
210-220-4107

**If you have questions or require assistance, please call 210-220-4107.**

**You can view Operating Circular 7 at the following web address:**

[www.frb services.org/OperatingCirculars/pdf/Oc7.pdf](http://www.frb services.org/OperatingCirculars/pdf/Oc7.pdf)



# Federal Reserve Bank Joint Custody Service via FedMail® Request Form

PLEASE TYPE FORM, PRINT & SUBMIT (handwritten forms may delay processing)

**Internal FR**

(upon receipt by the Federal Reserve Bank)

<p><b>Federal Reserve Bank Use Only</b></p> <p>Due Diligence Verified: _____</p> <p>Initials: _____</p> <p>Date: _____</p>
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Use of the FedMail® access solution is governed by Federal Reserve Bank Operating Circular 5, Electronic Access (“OC 5”). Depending on the services you choose to access using FedMail, additional Operating Circulars may govern. Federal Reserve Bank Operating Circulars are available at [FRBservices.org/regulations/operating/circulars.html](http://FRBservices.org/regulations/operating/circulars.html). 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 below and have the right to rely on such information in connection with the provision of the FedMail access to the services your 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 below.

## Section 1 – General

\*Required Fields

State or Local Government Institution Name*		
Telephone*	Phone	Extension
Joint Custody Account Number(s)*	Provide the 4-digit alpha-numeric account number(s) below that are listed as “Institution ID” on your statement. This form may be used for multiple account numbers being delivered to the same address, with a maximum of four account numbers.	
Account #1		
Account #2		
Account#3		
Account#4		

## Section 2 – Service Profile

### Instructions

1. For e-mail delivery, please provide more than one email address.
2. If updates are required to your current Joint Custody pledge agreement, please call 800-327-0147 and select option 4.

**The email address(es) and / or fax number(s) below will remain in effect until an updated Joint Custody FedMail Request Form is submitted.**

### Joint Custody Service (JCCR)

<p><b>Email Address or Fax Number</b></p> <p>This list replaces the prior e-mail addresses and / or fax numbers on file for your organization</p>

## Federal Reserve Bank Joint Custody Service via FedMail® Request Form

### Section 3 – Service Description

Service	Description
<b>Joint Custody Service (JCCR)</b>	Provides the ability to receive Joint custody Daily Activity Statements and monthly Securities Holdings Reports electronically. The e-mail is sent in the text format, the statements and reports are sent as attachments, which may be viewed with a text editor, spreadsheet or word processing software.

### Section 4 – Authorized Approval

\*Required Fields

<b>Name*</b>	First	Middle	Last
<b>Signature*</b> The person signing this form must be listed on your current pledge agreement on file with the Federal Reserve Bank as authorized to act for your account.			
<b>Date*</b>			
<b>Telephone*</b>	Phone#	Extension	