

Form RD 1902-7
(5-88)

U.S. DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
FARM SERVICE AGENCY

FORM APPROVED
OMB NO. 0575-0128

**FINANCIAL INSTITUTION SUMMARY
FOR CBS**

Instructions: Item 1 should be completed by the Rural Development/Farm Service Agency office. Items 2 thru 6 should be completed by the financial institution and returned to the local agency office.

1. Name of Agency Office _____
 Office Code _____ Office Address _____
 City and State _____ Zip Code _____
 Telephone Number _____

2. Name of Financial Institution _____
 Address _____
 City and State _____ Zip Code _____
 Telephone Number _____
 Name and Title of Contact _____

3. Federal deposit insurance by _____
4. City or State Prefix Code _____
 Routing (ABA) Number/Check Digit _____
5. Financial Institution does not wish to receive reimbursement for uncollected funds expense (i.e., 100% immediate credit will be presumed). Please check, if appropriate: _____
 If the Financial Institution wishes to receive reimbursement for uncollected funds expense, it should provide the following availability factors (see Exhibit for explanation):
 Immediate Credit _____ %
 One-day Credit _____ %
 Two-day Credit _____ %
6. Cut-off time for same day credit of deposit _____

RD 1902-7 (5-88)

(see reverse)

- PROCEDURE FOR PREPARATION : RD Instruction 1902-B
- PREPARED BY : County Supervisor or District Director and Financial Institution
- NUMBER OF COPIES : Original and four copies
- DISTRIBUTION COPIES : Original and two copies to State Coordinator, who will send original and one copy to Cash Manager, Finance Office and retain one copy in State Office. One copy retained by financial institution, one copy kept by local office.

Used to report information concerning financial instructions selected to participate with RD in Concentration Banking. This Form will be completed whenever a field office selects a new financial institution or when any information concerning the current financial institution changes.

INSTRUCTION FOR PREPARATION

- Item 1 Enter whether the office is a district or county office, the office code, entered as a five digit number (i.e. 24018), the office address, including city, state and ZIP code, and the office telephone number including area code.
- Item 2 Name address, and telephone number of the financial institution, as well as the name and title of the financial institution's contract.
- Item 3 Enter FDIC, FSLIC, or NCUA as appropriate.
- Item 4 City and state prefix code and American Banker's Association (ABA) number/check digit.
- Item 5 Indicate if the financial institution will accept 100 percent immediate credit or enter the availability factors.
- Item 6 Bank's cutoff time for same day credit.
- Page 2 Enter the Treasury Limited Account Number, the Compensation Account Number, the General Disbursement Account Number, the National Data Corporation Identification Number, the first date of deposit. An authorized officer of the financial institution will sign and the officer's title will be entered. A representative of Agency will also sign.

Instructions for completing the availability schedule are found on page 3 of the FMI.

PAGE 2 OF FORM RD

SUMMARY OF ACCOUNT INFORMATION

Instructions: To be completed by the Agency and the financial institution after selection of the financial institution.

Treasury Limited Account Number

Form with two rows of dashed boxes for Treasury Limited Account Number and Compensation Account Number, each with 15 columns.

Compensation Account Number

NDC Identification Number _____

First Date of Deposit _____

Authorized Signature of Financial Institution Officer and Title _____

Confirmed by Agency Official (Signature) _____

Local Rural Development office should return completed forms and Memorandum of Understanding to the State Coordinator. The State Coordinator should review them for errors or omissions and send all correctly completed forms to:

Cash Management Staff
Rural Development St. Louis Office
U.S. Department of Agriculture
1520 Market Street
St. Louis, MO 63103

INSTRUCTIONS FOR COMPLETING AVAILABILITY SCHEDULE

This form may be used by the bank to estimate its availability schedule, based on examination of an actual check sample for one week provided by Agency. The Summaries of Financial Institution Account Information and the Availability Schedule must be submitted with the Memorandum of Understanding to the National Office. The Availability Schedule will be used by the Treasury Department to calculate expected reimbursement factors. THIS FORM IS OPTIONAL AND WILL BE PREPARED ONLY AT THE REQUEST OF THE BANK.

PART 1 INSTRUCTION FOR LOCAL AGENCY OFFICE

- Column 1. Description - Location of Federal Reserve Bank or Branch.
- Column 2. FRB Routing Number. When examining the checks, note that the FRB routing number is located in the right hand portion of the check number. This number is normally appears in the following one or two ways and is always the nominator (see page 3, Examples A and B):

16-4
1220 FRB Routing No. 63-961/631 FRB Routing No.

The Federal Reserve System is comprised of 12 districts. In district 1 through 9, a zero is placed before the number to used two positions in the routing number. Most of the time the zero does not appear in the fractional form of the number; however, on the Availability Schedule, the FRB routing numbers appears with a zero; e.g., 0631.

- Column 3. Number of checks. Indicate the number of checks received for a one week period (five days) for the series of FRB routing numbers on each line (see Page 3, Sample Schedule, Column 3).
- Column 4. Dollar Amount of Checks. Indicate the dollar amount of checks collected for the same one week period (five days) for the series of FRB routing numbers on each line (see Page 3, Column 4).

Part II. Instructions for Financial Institutions

Provide name and address of your financial institution. Also, provide the name of the Federal Reserve Bank or Branch of the District in which your financial institution is located.

Cut-off Time. The fixed time hour which has been designated by your financial institution as the end of the banking day. After this time, a transaction presented or action requested will be considered by the financial institution as being received on the next banking day.

Availability (Immediate/one-day/Two-day Credit). From the various collection items reported by the local agency office, indicate the availability that your bank would provide for items drawn on the listed end-points. The availability should be based on the date of deposit and date of funds transfer. refer to the availability definitions below. Use total number of checks reported by the local agency as the basic to determine the percentage of availability (see page 3).

DEFINITIONS OF AVAILABILITY

- immediate credit (zero float) -all checks/items for which the related funds are available to the financial institution on day after transfer to Treasury (via the concentrator bank); i.e.; funds that are available two days after date of deposit.
- one-day credit (one-day float) -all checks/items for which the related funds are available to the financial institution two days after transfer to Treasury (via the concentrator bank); i.e., funds that are available three days after date of deposit.
- two-day credit (two-day float) - all checks/items for which the related funds are available to the financial institution concurrent with transfer to Treasury (via the concentrator bank); ie., funds that are available the day of deposit and the banking day following the date of deposit.

ILLUSTRATION:

