

FEDERAL RESERVE BANK OF NEW YORK
BORROWER-IN-CUSTODY (BIC) OF COLLATERAL
CREDIT CARD RECEIVABLES CERTIFICATION FORM

A. DEPOSITORY INSTITUTION INFORMATION

Institution Name: _____	Contact (primary): _____
Address: _____	Telephone: _____
City/State/Zip: _____	E-mail address: _____
ABA: _____	Contact (secondary): _____
Primary Regulator (Agency Name): _____	Telephone: _____
	E-mail address: _____

Handwritten certifications will not be accepted.

New BIC **Existing BIC**

Note: If this is an application for a new BIC arrangement, please respond to the questions indicating the method that you would employ to meet the established BIC program requirements.

Prior to completing this form, verify if an updated version is available at the following link: http://www.newyorkfed.org/banking/collateral_pledging_forms.html. If needed, contact the Discount Window at Discount.Collateral@ny.frb.org for a Microsoft Word version of this form.

B. BIC OVERVIEW

1. TYPE: General Purpose Affinity Corporate Secured

2. Which entity originated the credit card receivables?

- Your institution
- A subsidiary of your institution
- A subsidiary (direct or indirect) of your bank holding company that is not a subsidiary of your institution
- Other (please specify) _____

3. If the receivables were not originated by your institution, how were the receivables assigned or transferred?

3a. Has your institution filed a UCC-1 against the transferor?

Yes No, explain

4. Describe how the credit card accounts are evidenced and provide a list of supporting documentation maintained.

Physical Documents Imaged Documents Other, explain

Supporting Documentation Maintained:

5. Explain how the current balance of the credit card receivables can be retrieved.

6. Will subprime credit card receivables be included in your pledge? Yes No

If yes, what percentage of the credit card receivable portfolio is subprime? Provide an as of date.

7. How does your institution make a distinction between prime and subprime customers?

8. What are the following policies governing the credit cards?

- New Accounts
- Re-Aging of past due accounts
- Charge-Off
- Recoveries

9. Have the policies identified above changed since your last certification?

Yes (provide a summary of changes) No N/A, new BIC application

10. Provide your internal performance statistics for the pledged credit card receivables for the past year. Provide an as of date.

- Number of accounts pledged
- Total outstanding principal balance
- Gross rate of charge-offs
- Total delinquencies reported according to regulatory guidelines
- Roll rates according to delinquency bucket

C. STORAGE AND SERVICING

All documents should be stored in a fire-resistant environment where physical access is controlled, limited to specific individuals, and the removal of documentation is tracked.

11. Please provide the institution name, address, floor number, city, state and zip code where the collateral is located. If your institution uses a servicer to store the collateral, skip this question.

Name of Institution:

Location:

A depository institution may not move (internal or external) the location of its BIC arrangement without prior written notification to, and approval from the Federal Reserve Bank of NY (FRBNY).

12. Since your last annual certification, has the location of the collateral changed?

Yes, FRBNY was notified Yes, FRBNY was not notified No Not applicable – New BIC

13. Does your institution utilize a servicer for the maintenance or storage of the pledged collateral? If yes, please provide servicer name and location.

Yes No

Name of Servicer:

Servicer Address (include floor number):

Key Servicer Contacts (provide name, title and phone number):

A. Is the servicer affiliated with your institution? Yes No

B. Is the servicer a subsidiary of your institution? Yes No

C. Does the servicer have a contingency plan should there be a disruption in service? Yes No

If yes, briefly describe the plan:

14. If a "yes" response was provided to question number 13, briefly describe the servicer's responsibilities (e.g. collect payments, etc.). If the servicer is only used to store the collateral, a response is not required for this question.

15. Are the cards internally serviced? Yes No

15a. If the cards are internally serviced, does your institution have a contingency plan should there be a disruption in service?

16. Describe the physical storage facility where the pledged collateral is held. Provide details regarding the type of storage (e.g. locked file cabinets) and location of storage (e.g. vault, file room, etc.).

17. How is the collateral protected against loss from fire, theft and other hazards? Provide details.

18. How does your institution monitor access to and the removal of key documents from the collateral area?

D. COLLATERAL IDENTIFICATION AND MONITORING

19. It is a requirement of the BIC program that collateral pledged to the FRBNY must be prominently identified at your institution. Indicate below how your institution identifies the collateral as pledged to the Federal Reserve Bank of New York. Refer to the BIC Guidelines for required collateral identification. Select all that apply.

Notation on General Ledger/Loan System

Explain notation (e.g. code used):

Label on Individual Physical Files

Label on file reads as follows:

Visible Notice in Specific Custody Area

Notice reads as follows:

Physical Segregation of the Collateral

Other (please specify):

It is a requirement of the BIC program that if the aggregate current balances on the most recently submitted pledge decreases by 10 percent or more between reporting periods, you must immediately notify the FRBNY.

20. How does your institution monitor balances between reporting periods? Provide details.

How does your institution notify the FRBNY when there is a decline of 10 percent or more between reporting periods?

How frequently are balances monitored? Daily Weekly Other, explain

21. Explain the method by which delinquencies are monitored and removed from the collateral pool in a timely manner. Provide details.

How frequently are delinquencies monitored? Daily Weekly Other, explain

22. Does any other party have a lien (blanket or specific) on the credit card receivables pledged to the FRBNY? Yes No

If yes, please list the name of the organization(s) that has a lien on the loans being pledged to the Federal Reserve Bank of New York (e.g. FHLB, Corporate Credit Union, Other):

Organization: _____

Contact: _____ Phone: _____

23. What was the date of the last internal audit review of the credit card receivables?

Please provide a copy of the audit report pertaining to the credit card receivables, including management's response to any findings.

AUTHORIZATION

PLEASE HAVE THE APPROPRIATE OFFICIALS AND AUDITOR OF YOUR INSTITUTION REVIEW AND SIGN THIS FORM.

I have reviewed the above responses to the Borrower-in-Custody Certification and attest that the responses are accurate.

**Authorized individuals listed on the Borrowing Resolution (line 2) or the Official OC-10 Authorization List as a pledgor.*

<p>_____</p> <p>Authorized Signature*</p>	<p>_____</p> <p>2nd Authorized Signature, if applicable*</p>
<p>_____</p> <p>Print Name</p>	<p>_____</p> <p>Print Name</p>
<p>_____</p> <p>Title</p>	<p>_____</p> <p>Title</p>
<p>_____</p> <p>Date</p>	<p>_____</p> <p>Date</p>

I certify that I am in receipt of, and have reviewed the Federal Reserve Bank of New York's Borrower-In-Custody of Collateral Program Guidelines and Operating Circular 10. Further, I attest that all relevant internal policies and procedures have been reviewed and examined for Borrower-In-Custody program conformance and confirm this institution to be in compliance.

_____ Title _____ Date _____

Print Name

I am an internal auditor external auditor responsible director*

Please indicate your institution's audit cycle: 12 months 18 months Other _____

*The director must not be directly responsible for discount window borrowing or collateral pledging.

E-mail

Send a signed copy of the BIC Certification form and all attachments to the following e-mail address: Discount.Collateral@ny.frb.org. Please indicate one of the following applicable subject lines and include your institutions ABA number at the end of the subject line: **Annual BIC Certification Form** or **New Applicant BIC Certification Form**. For example: *Annual BIC Certification Form – 123456789*. The FRBNY encourages institutions to register for FRSecure to send any information pertaining to pledged or proposed pledge collateral. To register for FRSecure, go to the following link: <https://SecureEmail.FederalReserve.com>