

## Electronic Transfer Account Financial Agency Agreement Checklist

To expedite your enrollment as an ETA<sup>SM</sup> provider, please review this checklist before returning the Financial Agency Agreement. Each item on this checklist must be completed before we will be able to register your financial institution as an ETA provider.

- \_\_\_\_\_ Complete pages 1 and 7 and Attachments A and B.
  
- \_\_\_\_\_ Affix your financial institution's seal onto Attachment A. (If your institution does not have a seal, affix the form of evidence you normally use to certify corporate acts, such as notarization by a notary public.)
  
- \_\_\_\_\_ Submit minutes of the meeting at which your board of directors approved resolutions regarding your institution's participation in the ETA program.
  
- \_\_\_\_\_ If your financial institution is a credit union or thrift, submit a complete list of branch locations.
  
- \_\_\_\_\_ List the name and telephone number of your financial institution's primary contact on Attachment B.
  
- \_\_\_\_\_ List the effective date—the date your financial institution will begin offering the ETA to customers—on Attachment B.

We appreciate your participation in the ETA program. If you need assistance in completing the Financial Agency Agreement or have any questions regarding the ETA, please call 888-382-3725.

ETA<sup>SM</sup> Program  
Federal Reserve Bank of Dallas