**DEPOSIT INSTITUTION**

**LETTERHEAD**

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

Federal Reserve Bank of Boston

Credit Unit, H-3

600 Atlantic Avenue

Boston, MA 02210-2204

I am writing to request the establishment of a BIC arrangement on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (legal name of institution) as outlined below. The **original** loan documentation is held at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (legal name of institution and full address is required).

|  |  |  |
| --- | --- | --- |
| **Eligible Loan Types**  **(based on call report coding)** | **Request to Pledge?** | **FHLB Carve-out Amount** |
| Loans guaranteed by the SBA, RHS, or Dept. of Ed. | Yes  No |  |
| Commercial and Industrial (C&I) loans | Yes  No |  |
| Municipal C&I loans (Please note: only promissory notes can be held in a BIC arrangement; please contact us if these are bonds) | Yes  No |  |
| Commercial Real Estate (CRE) loans | Yes  No |  |
| Municipal CRE loans (Please note: only promissory notes can be held in a BIC arrangement; please contact us if these are bonds) | Yes  No |  |
| Agricultural loans | Yes  No |  |
| Construction loans (residential and/or commercial) | Yes  No |  |
| Raw Land loans | Yes  No |  |
| 1-4 Family mtg loans – owner occupied | Yes  No |  |
|  |  |  |
| 1-4 Family mtg loans – non-owner occupied | Yes  No |  |
|  |  |  |
| 5+ Residential mortgage loans | Yes  No |  |
| Home Equity loans/lines | Yes  No |  |
|  |  |  |
| Consumer (Secured) loans (e.g. Auto, mobile homes (without land), boat loans) | Yes  No |  |
|  |  |  |
| Consumer (Unsecured) loans | Yes  No |  |
|  |  |  |
| Non-Dept. of Ed-guaranteed Student loans | Yes  No |  |
|  |  |  |
| Credit Card Receivables (Prime) | Yes  No |  |
| Credit Card Receivables (Subprime) | Yes  No |  |
| Other: (provide description) | Yes  No |  |

***Notes:***

* If the proposed pledge consists of loans that are electronically signed, by signing below your institution affirms that its electronic loan process meets all applicable legal requirements and banking supervisory standards.
* Please note that if the Federal Home Loan Bank of Boston or a corporate credit union has filed a UCC-1 financing statement against your institution, we will ask it to subordinate to FRBB its interest in the loans you intend to pledge to FRBB. To the extent that you are seeking to pledge an asset type that is also eligible for pledging to the FHLB, you should provide FRBB with a **“carve-out” amount that will serve as a cap for FRBB pledging purposes** (i.e., the aggregate outstanding balance reported to FRBB for loans of this type may not exceed this “carve-out” amount). **If you are in fact pledging an asset type that is also pledged to the FHLB, please ensure that you contact the FHLB as soon as possible to inform them of your intention to arrange a BIC facility. The FHLB can be contacted via email at** [**collateral@fhlbboston.com**](mailto:collateral@fhlbboston.com)
* Please submit the **most recent copy of your loan policy (including risk rating/underwriting guidelines)** governing the relevant loan type(s) you wish to pledge. If you anticipate pledging agricultural, commercial, construction, and/or commercial real estate loans to FRBB, we ask that a copy of your **internal risk rating policy** be included as well.
* If you plan to pledge **consumer loans**, please submit the **most recent internal/external audit** performed on the pledged loan portfolios. If you plan to pledge **commercial loans**, please submit the **most recent loan review** performed on the pledged loan portfolios.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Signature

**The number of signatories must coincide with the number of authorized individuals as stated on the borrowing documentation your institution has on file with FRBB. Signatories above must be individual(s) authorized to pledge collateral to FRBB as stipulated on the same borrowing documentation.**