

## Pledge Cover Letter Instructions (ALD or Group)

### FRBNY Borrower-In-Custody (BIC) Collateral Pledge Cover Letter Automated Loan Deposit (ALD) Method

Federal Reserve Bank of New York Discount Window Staff Phone: 866-226-5619 Submit to: <a href="mailto:BIC@ny.frb.org">BIC@ny.frb.org</a>	From: [Pledging Depository Institution Name] [Street Address] [City, State, Zip] [ABA Number]
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Indicate the mailing address and ABA # of the institution.

Location of facility housing collateral if different from above depository institution mailing address. [Name of Facility], [Street Address], [Floor Number], [City], [State], [Zip]
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Indicate the location of the facility housing the collateral if different from the mailing address.

The collateral described below is pledged to the Federal Reserve Bank of New York for Discount Window collateral or Payment System Risk purposes. You may delete any collateral types that are not applicable to your institution. You may also expand on any collateral type descriptions as needed. Do not make any other changes to this document. Making any other changes to this form without pre-approval from the Discount Window Staff may delay the processing of your pledge. Refer to Instructions for Pledge Cover Letter.

Collateral Type	Number of Loans	Current Outstanding Balance
Agricultural Loans		
Commercial Loans		
Commercial Real Estate Loans		
Construction Real Estate Loans		
Export-Import Bank Guaranteed Loans		
Auto Loans or Leases		
Consumer Loans Unsecured		
Consumer Loans Secured (other than auto)		
Private Banking Loans		
1-4 Family Mortgage Loans		
Home Equity Loans or Lines		
Student Loans		
Other (Specify)		

You may delete the loan type rows that are not applicable to your institution. Do not change the collateral type wording. However, you may add additional information to the existing wording. For example: Commercial Loans - Equipment Leasing or Commercial Loans - Floor Plan Loans.

The authorized signer(s) below or authorized e-mail sender certify that: (1) The institution is in compliance with all BIC program requirements [https://www.newyorkfed.org/medialibrary/media/banking/dwindow/BIC\\_program\\_requirements.pdf](https://www.newyorkfed.org/medialibrary/media/banking/dwindow/BIC_program_requirements.pdf) (2) An updated collateral listing will be submitted immediately if the current outstanding balance of the loans in the pledge declines by 10 percent or more before the next collateral listing update is due. For institutions with multiple BIC arrangements (e.g., commercial loans, commercial real estate loans, consumer loans, etc.), all monitoring is required to be done at the individual BIC level.

	Signed By (Authorized Pledgor/Email Sender)	Print Name	Title	Date
1)				
2)				

The FRBNY verifies that electronic loan pledges are submitted by an authorized pledgor listed on the Official OC10 Authorization List and/or the Electronic Pledge Authorization Letter (EPAL). Therefore, **we do not require the cover letter to be signed**. However, if it's your institution's own internal requirement to sign the cover letter, you may do so.