



FEDERAL HOME LOAN BANK OF DALLAS

correspondent services product guide



MISSION STATEMENT

The Federal Home Loan Bank of Dallas
is a member-owned financial intermediary
with the primary mission of supporting
homeownership, affordable housing and
community lending through its member institutions.

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The Federal Home Loan Bank's (Bank) Correspondent products offer the ultimate in efficient, simplified cash management. Member institutions will save valuable time and expense by using the Bank's private, online network (SecureConnect) to transfer funds between accounts, execute outgoing wire transfers, view statement and transaction activity, as well as FR2900 reserves entry and reporting. These services help members centralize funds at the Bank, where all balances earn a market interest rate.

Demand Deposit Accounts (DDA) are the cornerstone of the Bank's cash management services. The Bank also provides a comprehensive Wire Transfer service that allows customers to efficiently execute wire transfer transactions through their DDA. Wire transfer activity may be executed through SecureConnect or by telephone.

AUTHORIZATION CHANGES:

A signature card must be provided to the Bank, establishing each individual authorized to access DDA accounts. A separate signature card is required for wire transfers, which denotes users authorized to execute wire transfers on behalf of the institution. To add or delete a person, or change the institution name, please contact the Bank.

ADVANTAGES OF FHLB CORRESPONDENT DDA AND WIRE TRANSFER SERVICES

- Enhance earnings with linked DDA accounts
- All collected funds earn interest without having to transfer funds
- Sweeps between accounts
- Fed Settlement clearing
- Same day credit received on all incoming fund transfers
- Online, secure access to your DDA through SecureConnect
 - Statement and transaction activity viewing for current and 6 previous periods
 - Ability to initiate outgoing wire transfers from your DDA
 - Ability to monitor incoming wire transfers throughout the day
 - Initiate internal transfers between accounts
 - Accessibility to FR2900 Reserves and Reporting
 - DDA Rate History
 - FRB Settlement Reports
- Competitive Pricing

ACCOUNT FLEXIBILITY

The Bank's DDAs offer centralized account handling with the flexibility to accommodate all types of transactions. The customer may have separate accounts for different kinds of transactions, or for different branch offices. Customize accounts to fit your Institution's specific needs. Typical types of DDAs include:

- General operating accounts
- MPF[®] settlement accounts
- Dividend and interest accounts
- Settlement accounts
- Loan disbursement accounts
- Payroll accounts
- Escrow accounts
- Zero balance accounts

HOURS OF OPERATION

The Correspondent Operations Departments hours of operation are from 8:00 a.m. to 5:00 p.m. Central Time (CT), Monday through Friday.

- At 8:00 a.m. CT SecureConnect is available for wire transfer initiation.
- At 8:30 a.m. CT phone lines are available for wire transfer initiation.
- At 4:00 p.m. CT SecureConnect and phone lines close for wire transfer initiation.

SECURECONNECT

Members may access the Bank through our secure, private internet network known as SecureConnect. This simplified, online system offers a diverse range of functions that save your institution valuable time and expense as well as provide access to DDA transactional capabilities and information. Users are able to view and print reports, as well as view and retrieve account statement(s). The SecureConnect system provides a high level of security. Individual Caller ID's and Token Cards will be assigned. The individual Caller may then select their unique PIN. A combination of all three is required to access the system. To access the Wire Transfer module the caller's same unique pin and token card is required. A second Wire Transfer PIN is assigned to enter or authorize a wire transfer within the Wire Transfer module.

The secondary authorization feature provides a third layer of security, which allows Members to control the types of transactions that require approval by a second individual prior to execution. Use this feature to establish secondary review and release guidelines for selected transactions types. All non-repetitive wire transfers require secondary authorization per the Bank's policies and procedures.

Account Balance Reports

As you transfer funds to and from your accounts, or as money is received though the Fedwire network, your balances are updated nightly. This balance information can be printed or displayed online through SecureConnect. The following balance data is available on the Transaction Activity Report or Account Statement/Daily Activity Report:

- Opening available balance
- Current available balance
- Total debits and credits
- Latest wire posted PAR number
- Latest wire posted date and time
- Interest posted

Wire Transfer Transaction Reports

As funds are transferred to and from your accounts, or over the Fedwire network, a record of the activity is kept by the system. Reports can then be generated for a specific date or for a specified time range. The different types of wire reports include:

- Accounts
- All Payments
- All Payment Detail
- CMT Payment Status
- CMT Payment Status - Detail
- Future Dated Payments
- Future Dated Payments - Detail
- Payments Awaiting Secondary Authorization
- Payments Awaiting Secondary Authorization - Detail
- Repeats
- Repeats - Detail

FR2900 RESERVES

- Depository institutions insured by, or eligible for, Federal Deposit Insurance along with certain other institutions, which hold transaction accounts, are required by law to maintain reserves against specific deposits. The Bank's Correspondent Operations provides accurate, timely information on the status of reserves balances and ensures that the reserve requirements are satisfied. Each Member's reserve account balance is adjusted on a bi-weekly basis to ensure all requirements are met. Reports can be produced to inform users of their current and projected reserve account.
- Reporting capabilities are provided for:
 - Quarterly Reporters are not required to send their report to the Bank. The Bank receives a report from Federal Reserve Bank (FRB) showing each quarterly respondent's requirement. Reserve balances are adjusted to the Member's DDA on the appropriate day.
 - Weekly Reporters may either fax or input, through SecureConnect, their FR2900 reports weekly. Faxed reports must be received by 2:30 p.m. on Wednesday. The Bank receives a report from the Federal Reserve Bank (FRB) showing each weekly respondent's requirement. Reserve balances are adjusted to the Member's DDA on the appropriate day.
- FR2900 Reporting, showing the prior four week history, is available on SecureConnect.

FEDERAL RESERVE BANK SETTLEMENT

- The Bank acts as a correspondent to settle ACH, Direct Deposits, TTL charges, Coin/Currency, etc. Settlement debits and credits pass through the Bank account at the FRB and are then processed to the appropriate member's account as a same day settlement.

wire transfer initiation

Six types of wire transfers transactions are available:

Repetitive Wire Transfers

Repetitive wire transfers are convenient if funds are moved regularly between two specific accounts. Repetitive wire transfers consist of predefined information, and require that you change only the dollar amount being sent each time. They can be easily set up if you have established payment instructions for a receiving institution.

The initial wire data is entered by Bank staff, and this predefined data is given a repeat code so that it can be accessed on a repetitive basis without having to re-enter it. Repeat codes are established by submitting a Repetitive Wire Transfer form to the Bank's Wire Transfer Department. In order to execute a repetitive wire transfer, the Bank must have an assigned repeat code on file for each particular repetitive wire transfer.

Semi-repetitive Wire Transfers

Use the semi-repetitive wire transfer when initializing the same basic transfer with only slight modifications. While these wire transfers also consist of predefined information, parts of the wire may be changed in addition to the dollar amount. The Repetitive Wire Transfer Form is also used to establish semi-repetitive wire transfers.

Non-repetitive Wire Transfers

Non-repetitive wire transfers are executed individually, and require completion of all parts of the wire transfer. These wire transfers do not have assigned repeat codes. Secondary authorization is required for all non-repetitive wire transfers.

Internal Wire Transfers

Perform internal transfer payments by moving funds from one DDA into another. Internal transfers may be initiated through SecureConnect or phoned in to the Wire Transfer department.

Drawdown Requests

Transfer requests sent by a member to initiate a wire transfer from their own account. These requests are also known as reverse wires or self wire transfers.

Foreign Wire Transfers

Foreign wire transfers are executed individually and require completion of the Foreign Wire Transfer form. The form should be faxed to the Bank's Wire Transfer Department before the deadline. Upon receipt of the fax, the initiator will be contacted to verify all instructions. At this time, the initiators personal identification number (PIN) will be validated and the wire will follow all procedures outlined for standard outgoing wire processing.

wire transfer initiation

FUTURE-DATED TRANSFERS/CANCELLATION

Future-dated wire transfers can be postdated to occur up to ten business days ahead. The transaction may be cancelled prior to the date of the transfer.

WIRE TRANSFER INSTRUCTIONS

To ensure the proper transmission of wire transfers through the Fedwire network, please use the following wiring instructions:

Incoming Wire Transfers

Wire to:

Federal Home Loan Bank of Dallas

ABA #111040195

BNF: (Name of the Bank member receiving the credit)

A / C: (DDA number of the Bank member receiving the credit)

Outgoing Wire Transfers

Wire from:

Name of your institution

Your wire transfer PIN*

A / C: (Your DDA number or Repeat Code)

ABA #: (Wire Delivery address)

Additional information pertaining to the wire, i.e., BNF, BNF A / C #, etc.

*Note: If you do not have a wire transfer PIN, contact the Bank's Wire Transfer Department at 800.445.0323.

deadlines

FR2900 RESERVE REPORTING

2:30 P.M. CT

Dollar values may be entered by the Member via SecureConnect or submitted by fax to the Bank's Correspondent Operations by 2:30 p.m. CT Wednesday.

INCOMING WIRE TRANSFERS

The deadline for receiving incoming wire transfers is the Federal Reserve Fedwire System closing time. However, incoming wires over \$100,000 received after 4:00 p.m. CT will be assessed a late wire fee equal to one percent of the amount of the wire divided by 360 (or approximately 0.000028 percent of the incoming wire amount). Wires received after 5:00 p.m. will be posted the following business day with an effective date of the day of receipt.

OUTGOING WIRE TRANSFERS

4:00 P.M. CT

The deadline for executing outgoing wire transfers is 4:00 p.m. CT.

FOREIGN WIRE TRANSFERS

3:00 P.M. CT

The deadline for executing outgoing foreign wires is 3:00 p.m. CT.

fees

DDA Maintenance Fee.....	No Charge
FR2900 Reserve pass-through services	No Charge
Settlement Charges (per item).....	Debit: \$ 0.10 Credit: \$ 0.50
Overdraft fee (per daily accounting).....	\$50.00
<i>(Plus 4.00% above the Bank's daily Base Rate)</i>	
SecureConnect initiated internal transfer.....	No Charge
Telephone-initiated internal transfer	\$ 2.00
SecureConnect initiated outgoing wire transfer.....	\$ 2.00
Telephone-initiated outgoing wire transfer	\$15.00
Foreign wire transfer	\$15.00
Incoming wire transfer	\$4.00
Late Wire Fee	Amt. of wire x 0.000028
Drawdown Request.....	\$4.00
ACH Stop Payment.....	\$5.00
Mail/Fax Fee	\$25.00
to receive Reports or Statements via Mail/Fax that are available on SecureConnect	
Research	\$25.00
per hour if request is for information over 90 days old	

contact information

The Bank's Correspondent Operations staff is available to assist with all of your banking needs.

DDA Toll-Free	800.423.1986
DDA Fax	214.441.8461
DDA E-mail	dda@fhlb.com
Wire Transfer Toll-Free	800.445.0323
Wire Transfer Initiation	214.441.8080
Wire Transfer Fax	214.441.8662
Wire Transfer E-mail	wire@fhlb.com

FEDERAL HOME LOAN BANK OF DALLAS

Correspondent Operations
8500 Freeport Parkway South, Suite 100
Irving, Texas 75063-2547

P. O. Box 619026
Dallas, Texas 75261



FEDERAL HOME LOAN BANK OF DALLAS

REPETITIVE WIRE TRANSFER FORM

Institution Name: _____

FHFB ID# _____ DDA Account Number: _____

Initiated By (Signature): _____

Date: _____ Phone Number: _____



ABA Number Where Wire is Going: _____

Bank Name: _____

Beneficiary Bank ("BBK"): _____

BBK Account Number: _____

Beneficiary ("BNF"): _____

BNF Account Number: _____

Phone Advice: _____

Originator to Beneficiary Information (OBI): _____

Bank to Bank Information (BBI): _____

FOR FHLB USE ONLY: Confirmed with: _____ Confirmed by: _____
Repeat Number: _____ Date: _____ Time: _____

Please fax to:
(214) 441-8662
Phone number:
(800) 445-0323



DRAWDOWN REQUEST SET UP AND AUTHORIZATION FORM

Mail the completed and originally executed form to:

Federal Home Loan Bank of Dallas ("FHLB")
 Attention: Wire Transfer Room
 8500 Freeport Parkway
 Irving, Texas 75063-2547

Federal Home Loan Bank of Dallas Member ("Member") Information

Name:	FHFB Number:	
Street Address:	City:	Zip:

The undersigned hereby authorize the Federal Home Loan Bank of Dallas to honor a drawdown request received by FHLB via Fedwire from the Originating Bank and requesting that FHLB transfer funds of the Member via Fedwire to the Originating Bank for the account of the Beneficiary, each as specified below and pursuant to the additional instructions specified below:

Federal Home Loan Bank of Dallas Member Account Information

Title of FHLB Member Account: _____

FHLB Account Number to be Debited: _____

Drawdown Information

Name of Originating Bank: _____

ABA Number of Originating Bank: _____

Name of Beneficiary: _____

Account Number of Beneficiary to be Credited: _____

Account Title of Beneficiary to be Credited: _____

This authorization shall continue in full force and effect until express written notice of its rescission or modification has been furnished to, received by, and accepted by Federal Home Loan Bank of Dallas. Federal Home Loan Bank of Dallas reserves the right to not honor a drawdown request. The terms and conditions of the Master Transactions Agreement and the Security Access Circular shall apply to this Drawdown Request Set Up and Authorization Form as though set forth expressly herein.

IN WITNESS WHEREOF, the undersigned, acting in their official capacities of _____ [Name of Member] as specified below, have hereunto set their hand as of this _____ day of _____, 20____. [The signatures must be those of an Initiator and an Authorizer (both defined in the Security Access Circular) with unlimited access].

Initiator	Authorizer
By: _____	By: _____
Name: _____	Name: _____
Title _____	Title _____

FOR FHLB USE ONLY:

Verified with: _____ Verified by: _____ Date: _____ Time: _____

For assistance with this form,
please contact the Wire
Transfer Department:
1-800-445-0323



FOREIGN WIRE TRANSFER FORM

Please fax to 214-441-8662

Fax must be received by 3:00 (central time)

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FHLB Customer Info (Section Mandatory)

Institution Name: _____

Institution DDA Acct#: _____ FHFA ID# _____

Initiated By*: _____ Initiated By: _____
(Print) (Signature)

***All instructions will be verbally confirmed with the initiator indicated on this request.
Initiators will be required to provide their PIN during this confirmation.**

Foreign Wire Info

Repetitive Wire Code:

Amount (USD): (Mandatory)** _____ Beneficiary Acct # (Mandatory)** _____

Beneficiary Name: (Mandatory)** _____

International Bank Name: (Mandatory)** _____

City & Country: (Mandatory) _____

8 Digit Swift Code: (Mandatory) _____ IBAN-BIC#: _____

Final Branch code or address: _____

US Correspondent Bank Name: _____

US Correspondent ABA: _____

Originator Account # (Mandatory) _____

Originator Name, Address (No P.O. Boxes) (Mandatory) _____

Additional Info for Beneficiary: _____

**** Non Repetitive Wire Transfer requests require a secondary authorization. Amount of the wire, Beneficiary Name and Account number will be verbally confirmed with a separate authorized individual at your institution.**

FOR FHLB USE ONLY:		
<input type="checkbox"/> Correspondent Validated	<input type="checkbox"/> BIC/Swift Validated	<input type="checkbox"/> BIC/Swift added to table
Date: _____	PAR: _____	Input By: _____

FEDERAL HOME LOAN BANK OF DALLAS

P.O. Box 619026
Dallas, Texas 75261-9026
(800) 442-9841

fhlb.com