

# MEMBER GUIDE:

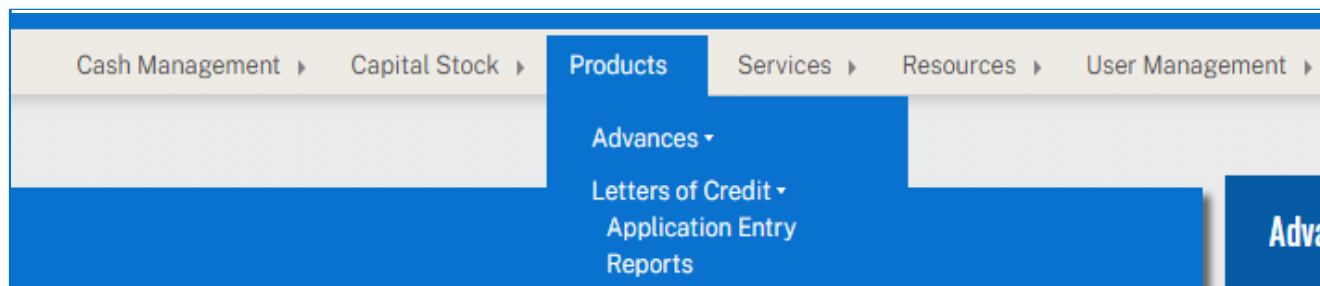
## LETTERS OF CREDIT REPORTS

The following guide is designed to assist FHLB Dallas members in viewing new Letters of Credit reports on SecureConnect. For any questions regarding the steps provided in this guide, please contact Member Services at **844.FHL.BANK** (844.345.2265) or [Member.Services@fhlb.com](mailto:Member.Services@fhlb.com).

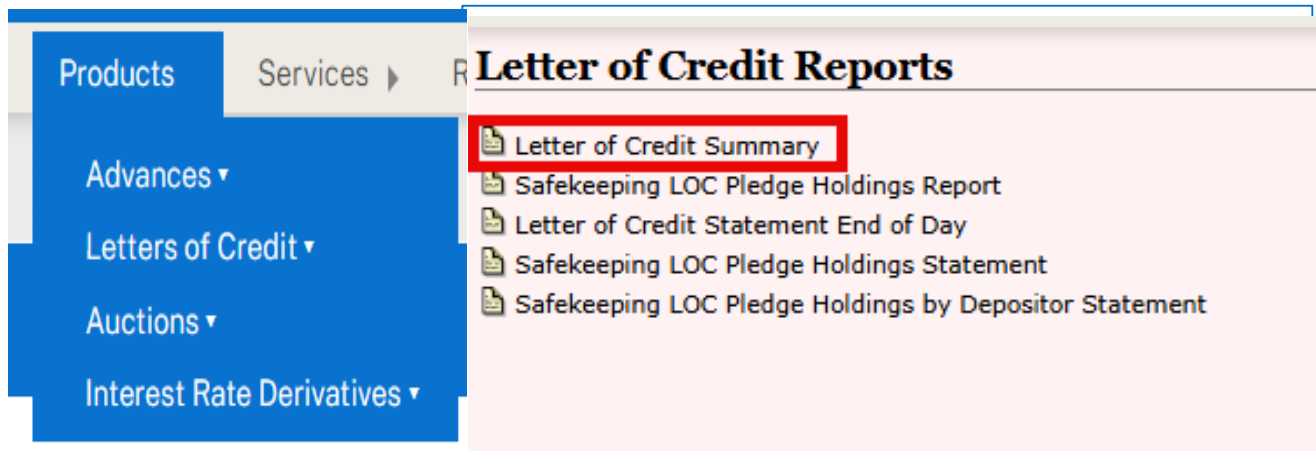
### REPORTS

1. **Login** in SecureConnect
2. *SecureConnect Home* screen displays
3. Select Products
4. Select Letters of Credit → Reports


*Letter of Credit Reports* screen displays



- i. Click **Letter of Credit Summary** to view details of all active LOC transactions – This report is updated intra-day.



- a. View the report on SecureConnect or download the report in CSV or PDF

 **Letter of Credit Summary** Executed on: 9/24/2019 8:48:04 AM  
FHFA ID: 58020

Note: Only active letters of credit are displayed.

My New Member Credit Union  
6666 New Members Drive  
Suite 777  
Southlake, TX 88888  
FHFA ID: 58020

FHLB Dallas  
8500 Freepoint Pkwy #600  
Irving, TX, 75063

Total: \$122,000 \$122,000

Letter of Credit Reference #	Beneficiary	Product Type	Community Investment?	Fluctuating Balance?	Effective Date	Final Maturity Date	Evergreen Auto-Renew?	Next Auto-Renew Date	Original Balance	Current Balance
10000422	TEST BENE	Direct	No	Yes	9/23/2019	9/30/2019	No		\$10,000.00	\$10,000.00
20000260	FHLB, as custodian	Custodial	No	Yes	9/23/2019	9/30/2019	No		\$12,000.00	\$12,000.00
10000420	TESTING	Direct	No	No	9/23/2019	9/20/2020	No		\$100,000.00	\$100,000.00

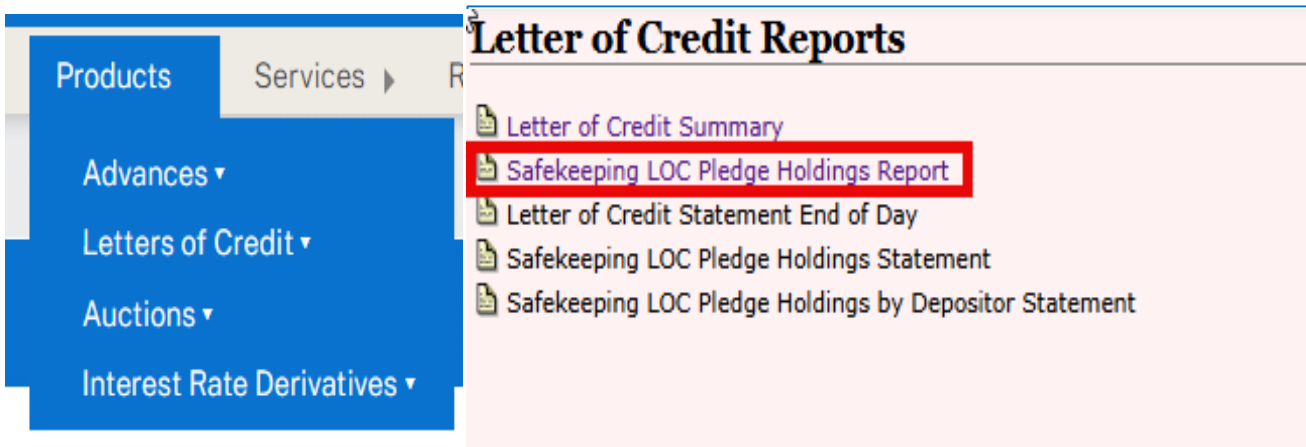
**DISCLAIMER:** This report was run intra-day and shall not be construed or interpreted as a Statement Of Account or Standing. Page 1 of 1

Please select a format to download Letter of Credit Statement:


[Download CSV](#) [Download PDF](#)

ii. Click **Safekeeping LOC Pledge Holdings Report** to view a list of LOCs with active pledges.

Pledge transactions will reflect on this report once the pledge is approved by FHLB. This report is updated intra-day (real time).



a. View the report on SecureConnect or download the report in CSV or PDF



# Pledge Holdings Report

Executed on: 9/24/2019 8:49:52 AM
 

FHFA ID: 58020

My New Member Credit Union  
 6666 New Members Drive  
 Suite 777  
 Southlake, TX 88888

FHLB Dallas  
 8500 Freeport Pkwy #600  
 Irving, TX, 75063

LOC Number	Settled Face	Available Face	Expires On	Depositors Name	Start Date	Modified Date	Pledge Amount
20000260				Depositor	9/23/2019		\$12,000
Totals	\$12,000	\$0	9/30/2019				\$12,000

	Settled Face	Available Face	Pledge Amount
Grand Total	\$12,000	\$0	\$12,000

DISCLAIMER: This report was run intra-day and shall not be construed or interpreted as a Statement Of Account or Standing.

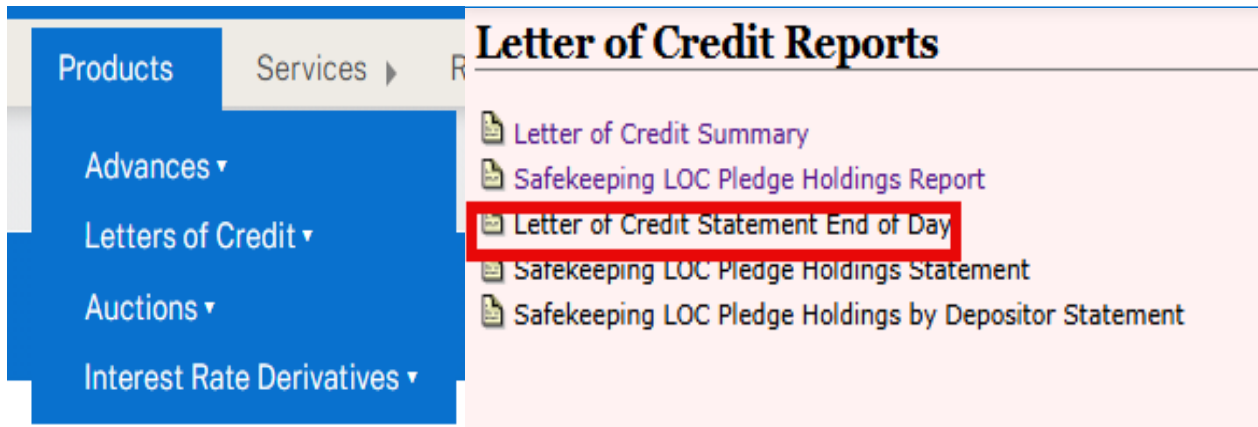
Page 1 of 1

Please select a format to download Safekeeping LOC Pledge Holdings Report:

Download CSV

Download PDF

iii. Click **Letter of Credit Statement End of Day** to view past details of all LOC transactions on aprior day – This report can access archived information.



a. Pick a date to show the LOC Summary

The screenshot shows a form titled 'Letter of Credit Statement End of Day'. It has a field 'As of Date:' with a calendar icon and the date '09/30/2019'. A note says 'Please enter a Date in the mm/dd/yyyy format.' Below the field are two buttons: 'Submit Request' (green) and 'Clear Request' (grey).

b. View the report on SecureConnect or download the report in CSV or PDF

The screenshot shows a report titled 'Letter of Credit Statement' for FHLB Dallas. It includes a table with columns for Letter of Credit Reference #, Beneficiary, Product Type, Community Investment?, Fluctuating Balance?, Effective Date, Final Maturity Date, Evergreen Auto-Renew?, Next Auto-Renew Date, Original Balance, and Current Balance. The report is for 9/23/2019 and shows a total balance of \$122,000. Below the table, there are buttons for 'Download CSV' and 'Download PDF'.

Letter of Credit Reference #	Beneficiary	Product Type	Community Investment?	Fluctuating Balance?	Effective Date	Final Maturity Date	Evergreen Auto-Renew?	Next Auto-Renew Date	Original Balance	Current Balance
10000422	TEST BENE	Direct	No	Yes	9/23/2019	9/30/2019	No		\$10,000.00	\$10,000.00
20000260	FHLB, as custodian	Custodial	No	Yes	9/23/2019	9/30/2019	No		\$12,000.00	\$12,000.00
10000420	TESTING	Direct	No	No	9/23/2019	9/20/2020	No		\$100,000.00	\$100,000.00

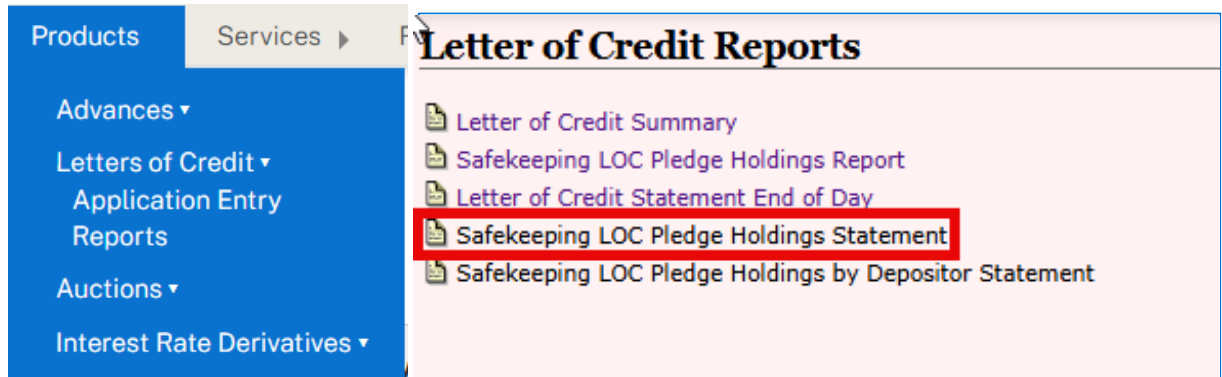
Total: \$122,000 \$122,000

Executed on: 9/24/2019 8:55:03 AM Page 1 of 1

Please select a format to download LOC Member Summary End of Day:

[Download CSV](#) [Download PDF](#)

- iv. Click **Safekeeping LOC Pledge Holdings Statement** to view the end of day daily *snapshot* for LOCs active pledges for a specific date. This report can access archived information.



- a. Pick a date to show the LOC Summary

The screenshot shows a form titled 'Safekeeping LOC Pledge Holdings Statement'. Below the title is a section for 'As of Date: \*' with a text input field containing '09/23/2019' and a calendar icon. To the right of the input field is a note: 'Please enter a Date in the mm/dd/yyyy format.' Below the date field are two buttons: 'Submit Request' (green) and 'Clear Request' (grey).

- b. View the report on SecureConnect or download the report in CSV or PDF

The screenshot shows a 'Statement of Account with FHLB Dallas Pledge Holdings Report'. At the top left is the FHLBANK DALLAS logo. The title 'Statement of Account with FHLB Dallas Pledge Holdings Report' is centered. To the right, it says 'As of: 9/23/2019' and 'FHFA ID: 58020'. Below the title, there is a section for 'My New Member Credit Union' with the address: '6666 New Members Drive, Suite 777, Southlake, TX 88888'. To the right of this is the FHLB Dallas address: '8500 Freeport Pkwy #600, Irving, TX, 75063'. Below this is a table of pledge holdings:

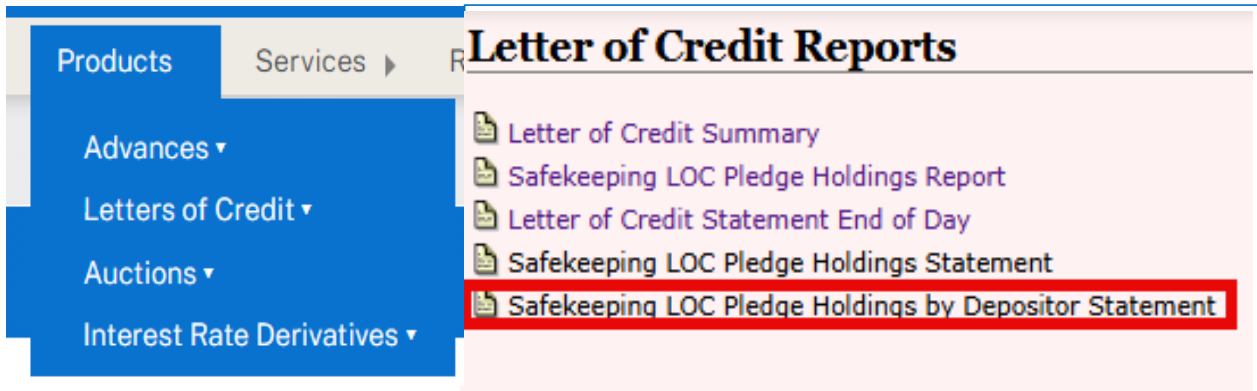
LOC Number	Settled Face	Available Face	Expires On	Depositors Name	Start Date	Modified Date	Pledge Amount
20000260				Depositor	9/23/2019		\$12,000
Totals	\$12,000	\$0	9/30/2019				\$12,000

Below the table is a 'Grand Total' section:

	Settled Face	Available Face	Pledge Amount
Grand Total	\$12,000	\$0	\$12,000

At the bottom right, it says 'Page 1 of 1'. Below the table, there is a section for downloading the report: 'Please select a format to download Safekeeping LOC Pledge Holdings Statement:' with two buttons: 'Download CSV' and 'Download PDF'.

- v. Click **Safekeeping LOC Pledge Holdings by Depositor Statement** to view the end of day daily *snapshot* for LOCs with active pledges for a specific date. The report has the option to filter and view by depositors. This report can access archived information details.



- a. Select a day to show the report  
b. Select "all" depositors or choose a depositor to show from the list

The screenshot displays the 'Safekeeping LOC Pledge Holdings by Depositor Statement' form. The 'As of Date' field is set to 04/14/2025. The 'Depositor' dropdown menu is open, showing a list of depositors including 'ATCTN LLC FBO Argent Trust TTEE', 'Alba Golden ISD', 'Bernice Area Fire Protection Dist', 'Caddo Parish Commission', 'Carroll ISD', 'City of Bastrop', 'City of Beaumont', 'City of Bedford', and 'City of Bossier'. A yellow box highlights the instruction 'Select one or more depositors.' Below the dropdown, there are 'Submit Request' and 'Clear Request' buttons.

- c. View the report on SecureConnect or download the report in CSV or PDF

The screenshot shows the 'Statement of Account with FHLB Dallas' report. The report includes the FHLB Dallas logo and contact information. The 'As of Date' is 9/24/2019. The report contains a table with the following data:

LOC Number	Expiration Date	Depositor Name	Start Date	Modification Date	Pledge Amount
20000260	09/30/2019	Test Depositor 1	09/24/2019		\$1,000.00
Total of pledge amount:					\$1,000.00
Grand total of pledge amount:					\$1,000.00

Page 1 of 1  
Report generated: 9/25/2019 8:19:16 AM  
Please select a format to download Safekeeping LOC Pledge Holdings by Depositor Statement:  
[Download CSV](#) [Download PDF](#)