



ROUTING NUMBER APPLICATION

*LexisNexis Risk Solutions
is the official Registrar for the
American Bankers Association.*



American Bankers Association.

ALL ROUTING NUMBERS ASSIGNED BY THE REGISTRAR WILL BE PUBLISHED IN THE KEY TO ROUTING NUMBERS

1. APPLICANT INSTITUTION (must be the physical address of the head office of the institution requesting the routing number)			
Full legal title:			
Charter address:			Phone:
County:	City:	State:	Zip: -
Holding company title/city/state:			

2. ADDRESS OF THE BRANCH/OFFICE USING THE ROUTING NUMBER (if different from above)			
Address:			
County:	City:	State:	Zip: -

3. CONTACT INFORMATION			
Name:		Title:	
Address:			
City:	State:	Zip: -	Phone:
Email:			Fax:

4. TYPE OF INSTITUTION/CHARTER INFORMATION			
Chartering organization or agency (OCC, State DFI, NCUA, etc):			
Contact name (at chartering organization or agency) :			Phone:
Type of charter (Commercial Bank, Ltd. Purpose, Savings Bank, Credit Union, etc):			
Charter approval (by chartering agency) Preliminary received on:			Final received on:
✓ PLEASE INCLUDE A COPY OF YOUR INSTITUTION'S PRELIMINARY OR FINAL CHARTER APPROVAL FOR A DE NOVO BANK			
Anticipated date of opening:		(you must notify us on the day the institution/branch is open for business)	

5. REGULATOR / EXAMINER (please check all that apply)		LexisNexis Risk Solutions use only.	
FDIC []	NCUA []	State Banking Authority []	
OCC []	Federal Reserve Bank []		

6. ELIGIBILITY REQUIREMENTS			
Is your institution eligible to maintain an account at a Federal Reserve Bank? (Per section II.A. of the RNAB routing number policy, to qualify for a routing number an institution must be eligible to maintain an account at a Federal Reserve Bank)			
		Yes []	No []
FED contact name:			Phone:
If this application is for an additional routing number, please explain how will the number be used (existing institutions only):			

Please do not send this form through a secure portal, we are unable to log into your server.

AGREEMENT

The applicant understands that its authority to provide financial or payment services is governed by the charter granted by your chartering agency. The assignment of a routing number to the applicant institution does not expand the powers of that institution as specified in its charter, articles of association or rules and regulations of the chartering agency.

Additionally:

- 1) The applicant affirms that it is a state or federally chartered institution, eligible to maintain an account at a Federal Reserve Bank.
- 2) The applicant agrees to abide by the Routing Number policy of the Routing Number Administrative Board of the ABA.
- 3) The applicant agrees that the assignment or use of an assigned routing number conveys **no rights of ownership to the number**.
- 4) The applicant agrees that an assigned routing number **cannot be transferred to another institution without the permission of the Routing Number Administrative Board**.
- 5) The applicant agrees to give up the Routing Number: should it relinquish its charter or if for any reason the continued retention of the Routing Number no longer meets the eligibility criteria established in the Routing Number Policy of the Routing Number Administrative Board.
- 6) A nominal **licensing** fee will be charged annually for each assigned number. The fee, which is currently **\$98**, provides for the administration expenses required to maintain each number in the Routing Number system, and may be adjusted as expenses warrant.

7. BILLING INFORMATION: A valid email address (*preferably from accounts payable*) is required for billing purposes.

Name:		Title:	
Address:		City/State/Zip:	
Email:		Accounts Payable Email:	

8. SIGNATURE: This application must be signed by an officer of the applicant institution.

Signed:	Name (please print):
	Title:
	Date:

9. MAILING INFORMATION: Please send completed application, appropriate documentation and payment to cover research and processing to:

LexisNexis Risk Solutions • 1007 Church Street, Floor 6, Evanston, IL 60201 Attn: Routing Number Registrar
• Fax: 847.933.8040 • E-mail: registrar@lexisnexisrisk.com

10. FEE: The application fee is \$550 if applying for the institution's first routing number, or \$700 if applying for any additional routing number.

Please do not include any form of payment with this application, once a routing number is assigned, LNRS will email the invoice to the billing contact provided above.

The application takes approximately two weeks to process upon receipt of complete application. Incomplete information may delay processing. Your request will be forwarded to the Federal Reserve in your district for verification. When the application is returned to us from the Federal Reserve, we will send you an official assignment of the number. For information on applying for a Traveler's Check routing number, Electronic Transaction Identifier or Transfer/Reinstatement of a routing number, please contact the Routing Number Registrar at the address above.

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