

SLGSafe® APPLICATION FOR INTERNET ACCESS

U.S. TREASURY SECURITIES
STATE AND LOCAL GOVERNMENT SERIES

See Instructions on Back



BUREAU OF THE
Fiscal Service
LEAD. TRANSFORM. DELIVER.

SLGSafe is a secure electronic commerce Internet site designed by the Bureau of the Fiscal Service to give customers the opportunity to manage their portfolios for U.S. Treasury Securities - State and Local Government Series (SLGS).

To apply for access, you must select one SLGSafe Access Administrator and a Back-up Access Administrator who are responsible for designating users, updating user information, and forwarding the Application(s) with attached User Acknowledgment(s) to the Special Investments Branch (SIB). Your Access Administrator must certify that all individuals are authorized to conduct SLGSafe transactions for the organization.

One SLGSafe Application and User Acknowledgment(s) need to be completed for each business address. Your Access Administrator must mail the Application and User Acknowledgment(s) to the **Special Investments Branch, Bureau of the Fiscal Service, 200 Third Street, P.O. Box 396, Parkersburg, WV 26102-0396**. You may also complete a SLGSafe Template Worksheet and mail it with your Application. The completed worksheet will be used to create a SLGSafe template so your information will automatically appear each time you subscribe for a new issue.

After SIB has approved the Application and the User Acknowledgment(s), each user will be contacted and given a User ID with instructions on connecting to SLGSafe. The User ID, together with a password each user will create, provides security by verifying the identity of each individual user. Users must agree to comply with 31 CFR Part 344, SLGSafe Application for Internet Access, the SLGSafe Internet User's Guide, as well as legal and privacy notices.

The Access Administrator must keep a copy of this Application and of the User Acknowledgment(s) on file for a period of seven years and must make these documents available for examination by SIB upon request.

ACTION REQUESTED

- Establish New User(s)
- Delete User(s)
- Other _____

ORGANIZATION INFORMATION
Type of Organization

- Bank
ABA Routing Number _____
- State or Local Government Body
Taxpayer Identification Number _____ - _____
- Other _____
Taxpayer Identification Number _____ - _____

All users on the attached SLGSafe User Acknowledgment(s) must have the following address:

Organization Name: _____

Business Address: _____

City: _____ State: _____ ZIP Code: _____

SLGSafe ACCESS ADMINISTRATOR INFORMATION

SLGSafe Access Administrator's Name (First, MI, Last): _____

Title: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Telephone: _____ Fax: _____ E-Mail: _____

Back-up SLGSafe Access Administrator's Name (First, MI, Last): _____

Title: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Telephone: _____ Fax: _____ E-Mail: _____

The Access Administrator certifies that pursuant to 31 CFR Part 344, the following individuals, whose names, titles, original signatures, and telephone numbers appear on the SLGSafe User Acknowledgment(s) attached hereto and incorporated herein, are authorized by resolution or by-laws of the Board of Directors, or other official authorization, to submit SLGSafe transactions, on behalf of the organization. This authorization shall remain in effect until a written notice of change in said authorization is received by SIB.

Under penalty of perjury, I certify that the information provided on this Application is correct and that all users are authorized by the organization to sign for all SLGSafe transactions.

Number of User Acknowledgment(s) attached (_____)

Access Administrator's Signature

Backup Access Administrator's Signature

Date

Official Seal or Stamp
(such as corporate seal,
signature guaranteed
stamp, or medallion stamp)

FOR USE BY THE BUREAU OF THE FISCAL SERVICE

Approved and Processed By: _____
Signature and Date

NOTICE UNDER THE PAPERWORK REDUCTION ACT

We estimate it will take you about 30 minutes to complete this form. However, you are not required to provide information requested unless a valid OMB control number is displayed on the form. Any comments or suggestions regarding this form should be sent to the Bureau of the Fiscal Service, Forms Management Officer, Parkersburg, WV 26106-1328. DO NOT SEND completed form to this address; send to the correct address shown in the instructions.

Form Instructions

The Special Investments Branch (SIB) will only accept original signatures on this form. SIB will not accept faxed or emailed copies.

Regular Mail Address:

Courier Service Address:

Bureau of the Fiscal Service Special Investments Branch P.O. Box 396, Room 119 Parkersburg, WV 26102-0396	Bureau of the Fiscal Service Special Investments Branch P.O. Box 396, Room 119 Parkersburg, WV 26102-0396
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Telephone Number: (304) 480-5299

Fax Number: (304) 480-5277

Internet Address: <https://www.slgs.gov/>

E-Mail Address: SLGS@fiscal.treasury.gov

Governing Regulations: 31 CFR Part 344

This form is required every time a user/users is/are added.

Page one:

- Ensure that you have read and understand the requirements of gaining access to SLGSafe
- Choose the action you need performed.
- Select the type of your organization and add the ABA or TIN and type if other is checked.

Page two:

- Fill out the information for the business address for your organization. If you need to add users from different addresses you need to add a separate form for each address.
- Provide information for access administrator including email address. If there is no access administrator assigned this person will be assigned as access administrator. This is also the place to add a backup access administrator (not required but highly recommended)
- Fill in the number of user acknowledgments attached for the business address on the form. Each new user must have a signed user acknowledgment.
- Sign and date the form.
- This form requires a corporate seal, signature guarantee stamp, or medallion stamp. A notary stamp is not acceptable.