



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 14 - Financial

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**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

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WV PURCHASING  
 DIVISION

**VENDOR**

Vendor Name, Address and Telephone Number:

J. P. Morgan Chase Bank, N.A.  
 201 East Main Street, Floor 2  
 Lexington, KY 40507-2003  
 (859) 231-2618

**FOR INFORMATION CONTACT THE BUYER**

Michelle L Childers  
 (304) 558-2063  
 michelle.l.childers@wv.gov

Signature X

*Beigmull*

FEIN # 13-4994650

DATE 3/14/19

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:****Request for Quotation**

The West Virginia Purchasing Division is soliciting bids on behalf of WorkForce West Virginia ("WFWV") to establish an open-end contract for banking services for benefit distribution to our clients as well as clearing account functions. WFWV distributes benefits to clients who receive checks via Unemployment Compensation Benefit Payment, Trade Readjustment Act, Disaster Unemployment Act, Trade Adjustment Assistance Act, Alternate Trade Adjustment Assistance Act, and other special funds.

INVOICE TO		SHIP TO	
FISCAL AND ADMINISTRATIVE MANAGEMENT - 5301		OFFICE OF ADMIN SUPPORT - 5302	
WORKFORCE WEST VIRGINIA		WORKFORCE WEST VIRGINIA	
1900 KANAWHA BLVD, EAST		1900 KANAWHA BLVD, EAST	
BLDG 3, 3RD FLOOR, SUITE 300		BLDG 3, 3RD FLOOR, SUITE 300	
CHARLESTON	WV25305	CHARLESTON	WV 25305
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Banking Services				

Comm Code	Manufacturer	Specification	Model #
84121500			

**Extended Description :**

Vendor MUST complete the ATTACHED Pricing Page, Exhibit A. If bidding electronically, vendor is to put \$0.00 on the commodity line in WVOasis, complete the Excel pricing page, and upload into WVOasis as an attachment. Only pricing submitted via Exhibit A pricing page will be evaluated for award.

March 15, 2019



## State of West Virginia

Proposal for WorkForce West Virginia Banking Services  
CRFQ 0323 WWV1900000004

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**J.P.Morgan**

# Proposal to State of West Virginia

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Please note that we do not issue cards and prohibit use of our cards in any country against which the United States has imposed sanctions. A current list of such sanctioned countries, as well as information about sanctions, is available on the U.S. Department of the Treasury website: [treas.gov/offices/enforcement/ofac](https://www.treas.gov/offices/enforcement/ofac).

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J.P. Morgan supports sustainable business practices and adheres to the principles of environmental sustainability wherever possible.

# Proposal to State of West Virginia

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# Proposal to State of West Virginia

## Cover Letter

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March 15, 2019

Michelle Childers  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

*RE: Request for Quotation to Provide WorkForce West Virginia Banking Services*

Dear Ms. Childers:

JPMorgan Chase Bank, N.A. ("J.P. Morgan") is pleased to provide the enclosed proposal in response to Solicitation Number CRFQ 0323 WWV1900000004 for WorkForce West Virginia Banking Services issued by the State of West Virginia. The proposal that follows highlights J.P. Morgan's ability to provide the overall best value for the services requested. We feel confident that our financial strength, breadth of products and competitive pricing will deliver broad benefits to WorkForce West Virginia and to the State of West Virginia.

J.P. Morgan pledges to be a strong financial partner delivering world class services and solutions that will improve efficiencies and reduce costs. We will work hand in hand with WorkForce West Virginia to ensure that it is well positioned to handle the ever evolving payables and receivables environment. Most importantly, you have our pledge that we will be responsive to your needs and we will always work to do what is in the best interest of the State.

Thank you again for this opportunity. Please don't hesitate to contact me if you have questions or if you need additional information. Take care and we look forward to hearing from you.

Sincerely,



Greg Mullins  
Relationship Manager  
Phone: (859) 231-2618  
Email: greg.mullins@jpmorgan.com

## Executive Summary

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We understand WorkForce West Virginia (WFWV) seeks a qualified provider to fulfill your banking needs as completely, efficiently and timely as possible—a bank that can provide the highest quality service at the best value. Using proven electronic banking solutions can help you control costs, optimize cash flow, manage resources and make informed decisions. In addition, WFWV can increase efficiencies by selecting a single bank to provide a comprehensive suite of cash management products and tools.

With decades of experience working with all levels of government, including entities like WFWV, our government banking team can guide you in quickly implementing banking services that meet your needs. We will work diligently to provide a solution that exceeds your expectations. Your J.P. Morgan team has developed expertise through working with federal, state and large local government entities.

### Meeting WFWV's RFP Objectives

WFWV is looking for a bank that is able to:

- Create cost efficiencies,
- Demonstrate experience with public sector clients,
- Deliver the required services,
- Demonstrate financial strength,
- Implement new services with ease, and
- Provide ideas for new technology and secure systems.

Your J.P. Morgan team can address your key business issues and deliver solutions that achieve additional efficiencies, enhance risk management and improve constituent service.

### Creating Cost Efficiencies

Enhancing constituent services is a key issue facing government clients today. Clients must effectively use limited resources, budget and staff while providing increased value to taxpayers. A consultative approach to providing solutions that impact financial performance and/or operational efficiencies helps contribute to a creating a positive return on investment.

Through your Request for Quotation to provide banking services, WFWV requests a service provider to help:

- Increase the current efficiency of banking services,
- Rationalize bank account structure, and
- Reduce the cost of processing payments, improve speed, accuracy and control of cash receipting processing, and keep administrative costs to a minimum.

WFWV can look to J.P. Morgan to provide the highest value of services at the overall best value. We can help you maximize the efficiency of government operations while supporting you in the most cost-effective manner. Our pricing strategy is transparent. Total costs of the contract include not only elements of the cost proposal, but also implementation costs and long-term internal management

## Proposal to State of West Virginia

costs. WFWV will have a team to support you through the implementation process so that you can quickly begin to improve operational efficiencies.

### Experience in the Public Sector – What it Means to You

Many firms say treasury services is a core competency but what distinguishes J.P. Morgan is that many of our capabilities have been designed and implemented for the government sector. For over 200 years J.P. Morgan has been doing business in the public sector. We have specialized in agencies like yours for over 50 years. More than 2,642 government clients choose J.P. Morgan for treasury services. Our commitment to the government sector is founded in a shared belief that efficient and responsive public administration is essential to serving the needs of individuals and communities. Most importantly, we can leverage best practices and solutions implemented for other public sector clients with similar requirements to provide WFWV with the best solution.

Each year our Government Council hosts client webinars, provides whitepapers on topics of interest such as shared services, cybersecurity and fraud, and participates in government conferences. WFWV can learn from your peers and government sector experts how to leverage best practices and solutions.

### Reporting Capabilities

WFWV can benefit from enhanced reporting capabilities by using fully integrated systems. Our experienced team of government treasury management experts can make recommendations to help simplify your data and reporting structure. They can also offer expertise in account consolidation, centralization of billing, collections and payables, and revised account structures that enable WFWV to optimize the costs of account fees.

### Financial Strength and Stability

Financial strength and stability remain a key objective for all government clients. WFWV demands the highest degree of safety for the financial assets entrusted to your banking services provider.

J.P. Morgan has developed and maintained strong financial discipline throughout fluctuating market conditions. We follow sound accounting standards, provide transparent public reporting and offer first-rate information management systems. We have the financial stability to provide our clients with a broad, complete and high-quality set of products and services—while leveraging the benefits and efficiency that come with economies of scale. During the economic downturn, government clients sought J.P. Morgan as a safe harbor for funds, as seen by an increase in government deposits during the past five years.

#### OUR FINANCIAL STRENGTH

Our financial strength allows us to invest in the people, processes and technology necessary to provide WFWV with banking services that provide long-term, enduring value and meet the market's needs.

### Conclusion

After careful and thoughtful review of WFWV's objectives, we present our proposal for banking services. We are confident that our product capabilities, personal service and public sector expertise are unmatched by our peers and position J.P. Morgan to provide you with the greatest value today and in the future.



## **Proposal to State of West Virginia**

In closing, we would like to express our strong interest and desire to provide WFWV's banking services. Our proposal is intended to demonstrate our capabilities and to illustrate that by selecting J.P. Morgan, you are choosing a reliable and conscientious service provider.

We have the experience, the products and the people to effectively and efficiently manage your business, and we look forward to establishing a banking relationship with WorkForce West Virginia. Thank you for your consideration.

## Solution Overview

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Today, as a leading provider of treasury management services, we can offer innovative ways to save time and money, keep pace with our changing industry and deliver a full range of solutions to you. The overview below represents our understanding, ability and commitment to this important business.



### Account Structure

We commit to working closely with the WFWV to review each account and any subaccounts to help keep the total number of your accounts minimal—while still allowing for easy reconciliation and robust, real-time reporting. Upon your request, we are able to restrict the accounts to block all paper/check transactions drawn on a specified depository or electronic-only payment accounts.

We offer a competitive earnings credit rate for balances maintained in your demand deposit accounts, as well as Hybrid Demand Deposit Accounts, that would allow you to earn interest on excess funds after covering monthly service fees. We will work with you to determine the level of balances needed to maximize earnings and make sure the excess balances are generating an attractive return as well.

The Bank can pledge a Federal Home Loan Bank Letter of Credit and/or U.S. Treasury securities, as necessary, for collected balances equal to 90%. The amount and types of collateral pledged are subject to change, but will be in accordance with the State of West Virginia law.



### Branch Services

The WFWV may make deposits at any time through the depository vault (night depository) at any commercially enabled Chase branch. Deposits will utilize our recycled dual-pouch, tamper-resistant plastic deposit bags for each deposit with unique location identifier included on the deposit ticket. By using the plastic deposit bags, branches can post-verify deposits containing cash. Deposit verification of all cash will be completed within two business days of receipt of the deposit (three days if the deposit package is forwarded to a commercial vault for verification).



### Vault Services

The WFWV will benefit from lower cost pricing, quicker funds availability, increased safety of your staff, easier reconciliations and internal operational efficiencies with J.P. Morgan's vault services. Your selected armored courier will pick up your deposit bags and deliver them to our cash vault site, where they will be processed and credited to your account by cash vault processing specialists using our advanced equipment. Your cash-only deposit transactions will post to your designated demand deposit account (DDA) with the deposit bag number, unique location identifier, and deposit ticket date to assist with your cash activity accounting. Verification of the cash will occur within 48 hours.



### Smart Safe with Advanced Credit

J.P. Morgan has developed a bank-centric solution that enables clients to use any of the large national vault providers (Loomis, Garda, or Brinks solutions), hence enabling clients to leverage the

## Proposal to State of West Virginia

most efficient and safe transportation provider in their respective markets. We have a customized process established with all three providers that allows consistent and accurate transmission of currency data received by the safe to facilitate the expedited credit. Cash deposits received by the Smart Safe cutoff of 8:00 p.m. EST will receive same-day ledger credit with next-day availability. Typically, our clients are using an account structure where there is one demand deposit account and unique location identifiers (ULID) are assigned to the individual safes/locations. Our reporting will reflect the ULIDs so WFWV will be able to differentiate between various locations.



### Information Reporting

Access Online puts critical cash management information and tools at your fingertips, and the unparalleled experience of J.P. Morgan at your service. The services within Access Online are:

- **Reports:** Balance and transaction information, cash concentration, disbursement, funds transfer and liquidity.
- **Transactions:** Initiate payments for wires, book transfers, account transfers and ACH via free-form or templates. With just a few clicks, users can make all key transactions (wire transfers, ACH, liquidity investments and foreign exchange) from a single page.
- **Checks:** Positive pay services, stop payment services, reconciliation reporting, and data download.
- **Liquidity Solutions:** Cash balances and cash investment positions, cash concentration structures and flows, inter-company positions and accruals.
- **Administration:** A powerful and innovative entitlement engine that saves time, increases productivity and controls everything users can see and do.
- **Statements:** A central repository for bank, account analysis, and liquidity statements.
- **More Services:** Provides a single point of entry to a wide range of additional treasury management services that include Receivables Online and Access Inquiry, from where you can initiate inquiries and amend, cancel, or reverse ACH and wire payments.



### Remote Deposit

Our Remote Deposit Capture solution enables users to scan checks and/or documents through a single scanning device installed and managed in your office. You also have the capability to capture deposits through a mobile device. Scanned items are deposited directly to your account. WFWV will use our online image browser to view and reconcile deposits. Some of the benefits of using Remote Deposit Capture include:

- Minimizing cost associated with manual check processing.
- Expediting deposits, which results in increased available funds.
- Allowing you to make deposits from any location in the United States.
- Reducing processing and clearing float.
- Identifying and reporting each location/departments' deposits separately using a Unique Location Identifier (ULID) number also known as an Agency Identifier.
- Removing the need to mail checks to a central location.

## Proposal to State of West Virginia

- Archive of stored images on the online repository for up to 10 years.

For a current list of our supported scanners and the requirements, please visit <https://www.jpmorgan.com/country/US/en/ts/remote-capture-resource-center>



### Image Cash Letter (ICL)

If you process your own checks, rely on a third party or electronically consolidate deposits from multiple locations, you face growing costs, risks and inefficiency. Our image cash letter solution allows WFWV to image the paper items, associate each item with either an ARC or BOC standard entry code, and transmit the items to the bank electronically for clearing. As part of this process, our solution reviews your check images and accompanying data to determine the optimum clearing method: Automated Clearing House (ACH), image exchange, or substitute check processes.

In addition, as we process a significant number of transactions as on-us items, we can process yours the same way to help you keep clearing costs down. J.P. Morgan employs advanced image quality analysis tools to verify the quality of image deposits and reduce the incidence of items returned by the paying bank for poor quality. We also maintain a duplicate detection/database to protect against duplicate files and duplicate images during a 45-day period.



### Returns

J.P. Morgan can provide return items by email or online via the Returns and Exceptions report in Access Online. J.P. Morgan can automatically perform an additional redeposit for insufficient or uncollected funds. Items that are returned for other reasons, such as closed account, cannot be redeposited. WFWV's account will be debited for the return once it reaches its final disposition as a return after the second deposit attempt.



### Access Online Payments

J.P. Morgan understands that our clients are faced with the challenge of making cost-effective payments in a secure environment. With Access Online, you can enjoy the flexibility of online payment initiation with the confidence that our multi-layer security system will protect the privacy and authenticity of your users, data and transactions, including daily transaction limits.

### Access ACH

Access Online uses a common set of intuitive templates for every payment method. WFWV can easily create templates with lockable and editable fields to support a complete menu of ACH transactions, with all template information stored securely with J.P. Morgan.

ACH Transactions	
• Consumer payments	• Cash concentration
• Consumer collections	• Cash disbursement

## Proposal to State of West Virginia

ACH Transactions	
• Payroll payments	• Federal, state and municipal tax payments
• Corporate/vendor payments	• Child support payments
• Corporate/vendor collections	• Fund other J.P. Morgan accounts same-day

Transactions based on templates or entered in free-form mode are created by authorized users, then batched, approved and released for processing. ACH files generated through Access Online are retrieved and processed several times each business day for next-day processing (or same-day when applicable). For non-repetitive payments, the users can create free-form ACH payments without the need to establish a stored template.

### **Access Wire Transfers**

With Access Online, you can:

- Combine U.S./Canadian dollar and multicurrency payment activities using predefined (repetitive) and free-form formats for accounts at J.P. Morgan and other financial institutions; wire transactions with FX can be done for over 120 currencies
- Enter book transfer, Fedwire, CHIPS, drawdowns, cross-currency and multibank payment instructions through a single screen
- Initiate transfers up to 365 business days prior to the effective date with future-date capability
- Import transactions from your accounting systems using the wire import facility, which supports comma-delimited files for streamlined integration
- Create check and draft payments
- Generate drawdown transactions against pre-established accounts
- Establish foreign exchange settlements



### **ACH Host-to-Host Transmission**

Using any one of industry standard NACHA file formats (e.g., ARC, CCD, CTX or PPD), WFWV sends the file to J.P. Morgan through a common protocol, such as secure file transfer protocol (SFTP). The transmission is encrypted and sent to J.P. Morgan for final ACH processing.

Once received, J.P. Morgan's ACH system helps bolster data integrity and file edit checks to identify potential duplicate files. The bank provides a transaction journal within two hours of receipt of an ACH file initiation transmission, including item count and dollar amount.

The bank recommends submitting large batch files containing any consumer credits at least two business days prior to the settlement date. WFWV can also send same day ACH credits. All ACH credit transactions, except for international transactions and transactions above \$25,000 will be eligible for same-day processing. All data received after 1:00 p.m. EST is ineligible for same-day.

## Proposal to State of West Virginia



### Corporate Quick Pay / Collect

We have introduced Corporate Quick Pay/Collect, a new mobile and web-based payment solution that allows your constituents to accept and submit payments via email. This innovative solution not only makes accepting payments easier for your constituents, but it is more efficient for WFWV, as well. The Corporate Quick Pay/Collect solution:

- **Makes Migration to Electronic Easy:** Overcomes consumer account and remittance data constraints WFWV may face when the migration from check to electronic forms of payment takes place.
- **Delivers Economic Value:** Reduce the total cost of payments by settling via ACH.



### ACH Fraud Solutions

WFWV can protect itself from the costly possibility of paying unauthorized ACH debit transactions with ACH Debit Blocking. It provides the ability to specify which companies or entities are authorized to post ACH debits to accounts, automatically blocking those that are not authorized. J.P. Morgan also offers ACH Transaction Review, which is a fraud mitigation service to review and confirm ACH debit and credit transactions that post to your account on a case-by-case basis. WFWV simply determines if the transaction in question is authorized and returns any unauthorized transactions.



### Access Liquidity Solution

Access Online offers daily, online visibility to all of WFWV's entitled accounts through a single platform. The Access Liquidity Solutions function provides a global cash position from J.P. Morgan and other banks that can be filtered by entity, counterparty, currency, country or investment type. This will help WFWV optimize working capital and identify potential risks. WFWV will have the ability to initiate liquidity investment positions in specific locations with an online initiation tool.



### Technology Investments

Cybersecurity is increasingly becoming more complex and more dangerous. Cybercrime has shifted away from individual consumers to enterprise opportunities, consequently creating a rising threat to corporations. Serving our clients and keeping their information safe is a key priority.

While explicit research and development costs are not disclosed, J.P. Morgan's has made and continues to make significant technology investments, which include technology, communication and equipment costs. At J.P. Morgan, we maintain a rigorous program to safeguard our customers' data in our care. We are committed to observing the data protection laws and regulations in all the jurisdictions in which we do business.

We believe that helping our clients protect themselves from cybersecurity threats is good business sense. As such, we offer resources such as webinars and magazines to help keep clients informed of trends and provide information on strategies that may help you protect your information and assets.

## **Proposal to State of West Virginia**

### **Conclusion**

J.P. Morgan offers industry-leading financial solutions and thought leadership that fosters greater financial and operational outcomes. Based on the objectives stated in the RFQ and our understanding of your goals, we are confident that we are uniquely qualified to exceed WFW's financial, strategic, operational and technical objectives. Our team will work to further identify opportunities for improvement and collaborate with leadership to deploy a cohesive strategy.

## 3. General Requirements

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- 3.1 Contract Items and Mandatory Requirements: Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.**

J.P. Morgan is excited for the opportunity to earn your business to provide banking services to Workforce West Virginia (WFWV). We are capable of meeting or exceeding all the mandatory requirements within the scope of this Request for Quotation. Throughout our proposal we provided substantiating information to demonstrate the bank's capabilities.

- 3.1.1 The financial institution must provide WFWV with the following benefit accounts.**

- 3.1.1.1 Unemployment Compensation Payment Account to be used to pay Unemployment Benefits to claimants.**
- 3.1.1.2 Trade Readjustment Account used to pay claimants that are affected by Foreign Competition.**
- 3.1.1.3 Disaster Unemployment Act account used to pay claimants that are unemployed due to a type of disaster (i.e. Business was flooded).**
- 3.1.1.4 Special Account used to pay for court costs for appeals and other costs not associated with benefit payments. Funding for this account comes from a transfer from the Unemployment Compensation Clearing Account A.**
- 3.1.1.5 Trade Adjustment Assistance Act account to pay participants registered in the training program.**
- 3.1.1.6 Alternate Trade Adjustment Assistance account to pay participants registered in the Trade Adjustment Assistance Program that are over the age of 55.**

We will work with WFWV to establish accounts with the ancillary services (i.e., electronic funds transfers, ACH transactions, applicable check disbursement service and fraud prevention services) needed for your benefit accounts herein, listed below.

- Unemployment Compensation Payment Account
- Trade Readjustment Account
- Disaster Unemployment Act
- Special Account
- Trade Adjustment Assistance Act
- Alternate Trade Adjustment Assistance Act

- 3.1.2 The financial institution must provide WFWV with the following services for the benefits accounts shown in 3.1.1.**

J.P. Morgan will provide the services outlined in 3.1.1 for WFWV's benefits accounts.



## Proposal to State of West Virginia

- 3.1.2.1 The financial institution must provide WFWV with online access to all accounts. WFWV must have the ability to view account balances and account activity, transfer funds between accounts, issue stop payments, and receive ACH payments.

### Access Online

Our electronic banking portal, Access Online, gives WFWV a highly intuitive and easy to use, cash management solution that seamlessly integrates all treasury activities through a secure portal using a single authentication process. Access Online puts critical cash management information and tools at your fingertips, and the unparalleled experience of J.P. Morgan at your service.

#### ADVANTAGE J.P. MORGAN

Access Online ranked #1 globally for innovation in "Design" and "Platform Integration" in 2017.

*Source: 2017 Greenwich Associates Innovation Wave Study*

Access Online was designed to work the way you do and save you time because everything is in one window. From the home page users can view account balances, account activity, transfer funds between accounts, issue stop payments, and retrieve information on incoming ACH transactions. With the search tool, WFWV users can find information quickly, create and view alerts online and establish receiving alerts via email, as well as, choose from a variety of home page configurations to fit the way you work.

Our comprehensive online system is organized with the following components.

- **Reports:** View, print or download reports with balance and transaction information, cash concentration, disbursement, funds transfer and liquidity.
- **Transactions:** Make payments via wires, book transfers, checks, U.S. and global ACH.
- **Checks:** Positive pay services, stop payment services, reconciliation reporting, and data download.
- **Statements:** View, print or download bank, billing and liquidity statements from a central repository.
- **Access Insight:** Create a customized Microsoft Excel worksheet that can be automatically populated with 45 days of bank account data or populate existing spreadsheets so you can initiate payments directly from spreadsheets, set reminders, generate to-do lists, analyze historical trends and more. Access Insight is an Excel add-in that makes working in spreadsheets more efficient, flexible and accurate.
- **Liquidity Solutions:** View reports and make decisions about cash balances and cash investment positions, cash concentration structures and flows, inter-company positions and accruals.
- **Administration:** A powerful and innovative entitlement engine that saves time, increases productivity and controls everything users can see and do.

## Proposal to State of West Virginia

- **More Services:** Access a single point of entry to a wide range of additional treasury management services.

### Access Online: A Comprehensive Cash Management System

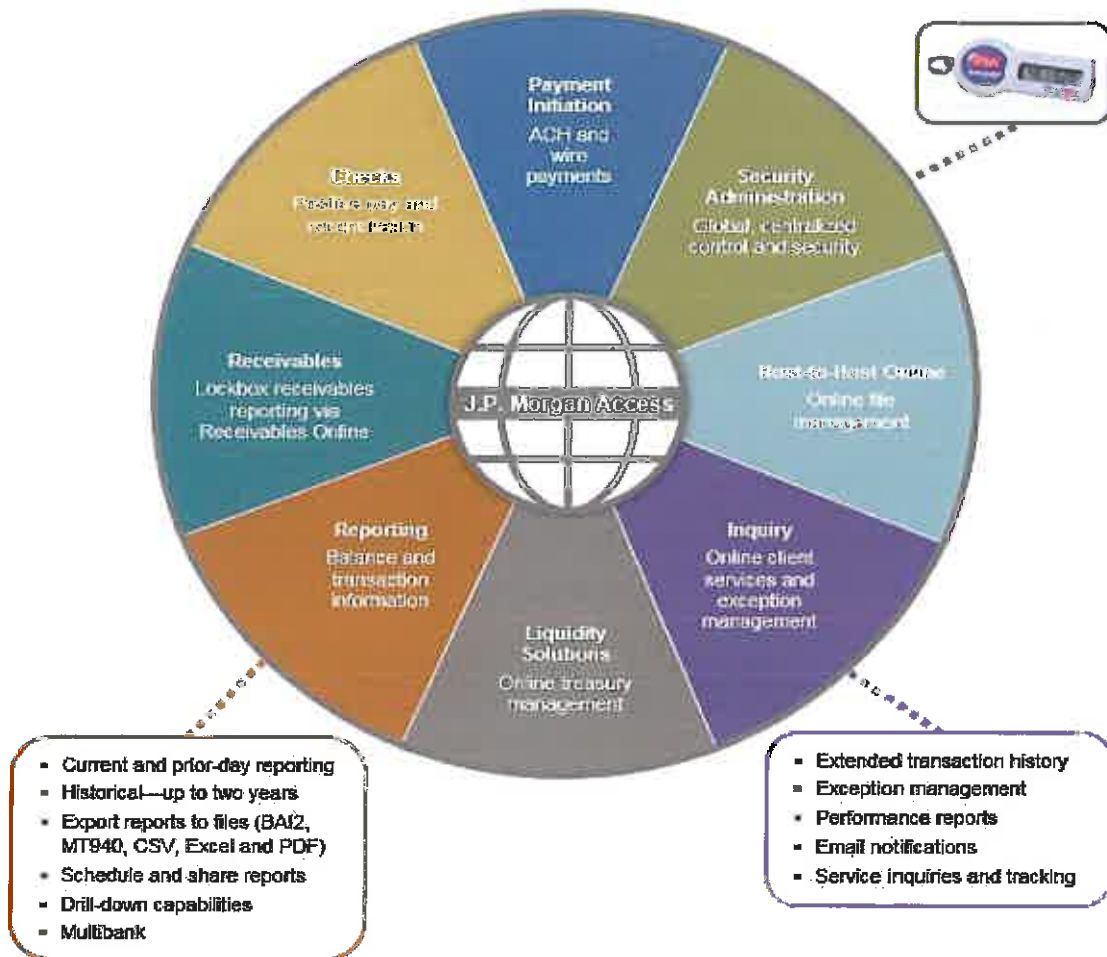


Figure 1

Multiple users can access information through Access Online, with no limit to the number of users that can be assigned and access the system simultaneously. A combination of user entitlements and preference settings determines what each user sees when he or she logs on. Access Online allows complete flexibility for WFW to designate the rights of each user on the platform, as you will designate your own Security Administrators. Comprehensive and configurable user entitlements, limits and approval workflow provide optimal control.

WFW's authorized Access Online users may be entitled to the following capabilities.

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- Using the **account transfer** functionality, users can enter transfers to and from WFVV's own J.P. Morgan accounts in a secure online environment 24/7. Users can create, save and reuse templates with the multiple entry feature and access current-day and historical transactions. Transactions received after 11:00 p.m. EST will be applied the following business day.
- Using the **check disbursement** functionality, users can submit and cancel check issues, place or revoke stop payments, return positive pay exceptions decisioning and ACH transaction review.
- The **funds transfer** services functionality supports U.S. dollar and multicurrency payments, using both predefined (repetitive) templates and free-form formats. WFVV's Security Administrators may establish entitlements for authorized users to add, modify, delete, approve and/or release wire transactions, as well as add, modify, delete, approve and activate predefined templates.

Funds transfer service supports Fedwire and CHIPS transactions payments, U.S. Dollar Book transfers and future-date capability is supported for same-currency wires initiated from U.S. accounts up to 365 calendar days.

- The U.S. **ACH** functionality supports a complete menu of U.S. ACH transactions including:
  - Consumer Payments
  - Consumer Collections
  - Payroll Payments
  - Corporate/Vendor Payments
  - Corporate/Vendor Collections
  - Cash Concentration
  - Cash Disbursement
  - Federal, State and Municipal Tax Payments
  - Child Support Payments
  - Transactions to fund other J.P. Morgan accounts on a same-day basis

Users can create templates with all template information stored securely with J.P. Morgan. Transactions based on templates or entered in free-form mode are created by WFVV, then batched, approved and released for processing. For non-repetitive payment, free-form ACH payments can be created without the need to establish a stored template.

To help meet client audit controls, J.P. Morgan requires two security administrators to be involved in user setup and maintenance. Additionally, if security administrators are entitled to use product functions, such as cash reporting, wire initiation, etc., two other security administrators must prepare and approve the product function entitlements. Dual control is enforced as follows:

- One security administrator establishes users for services—ACH, wire, balance reporting, etc.—and functions—transaction initiation, transaction approval, release, reporting with account assignment, etc.
- A different security administrator approves the users for the accounts, services and functions established by the first security administrator.
- Note: Clients may opt in to a security model that allows security administrators that are also users to initiate entitlement changes on themselves; however changes must be approved by a second security administrator.

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To provide a complete audit trail, the system date/time-stamps and associates all actions executed to a request within the platform, including the user who performed them. These requests are available online and as download reports for historical review.

By separating duties, accounts and approval workflows, WFWV can help reduce the risk of fraud or compromised data. WFWV's security administrators are the only individuals able to assign users with transaction initiation privileges.

WFWV can set up users with the ability to only view reports using the "Reports Inbox Only" feature. This functionality enables users to only view reports, without the ability to create or modify reports. WFWV can set up multiple users with "Reports Inbox Only" entitlements and then customize, schedule, and assign those users only the reports they need to view. This would allow WFWV to restrict the information each user receives to the full extent of the report customization tool.

## Customizable Home Page

Access Online provides critical information immediately upon logging onto the system. From the Cash Position users can view balances and underlying transactions for all accounts, make payments, and run reports. Users can also establish their own account groups for display and reporting purposes, set a new default landing page as well as display language.

Users can find information quickly using robust search tools and configure a variety of system alerts that can be viewed online and via email.

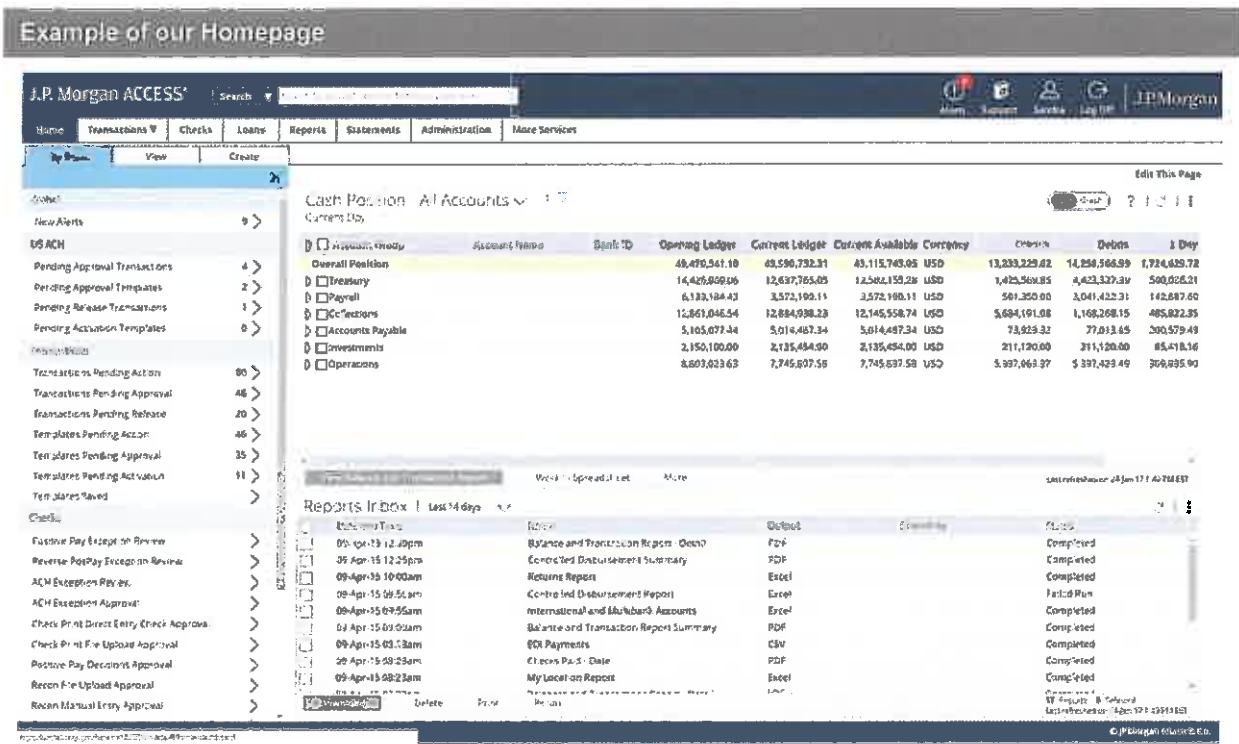


Figure 2

## Proposal to State of West Virginia

Task-based navigation allows users to save time with quick access to information, such as: My Tasks, View and Create shown below.

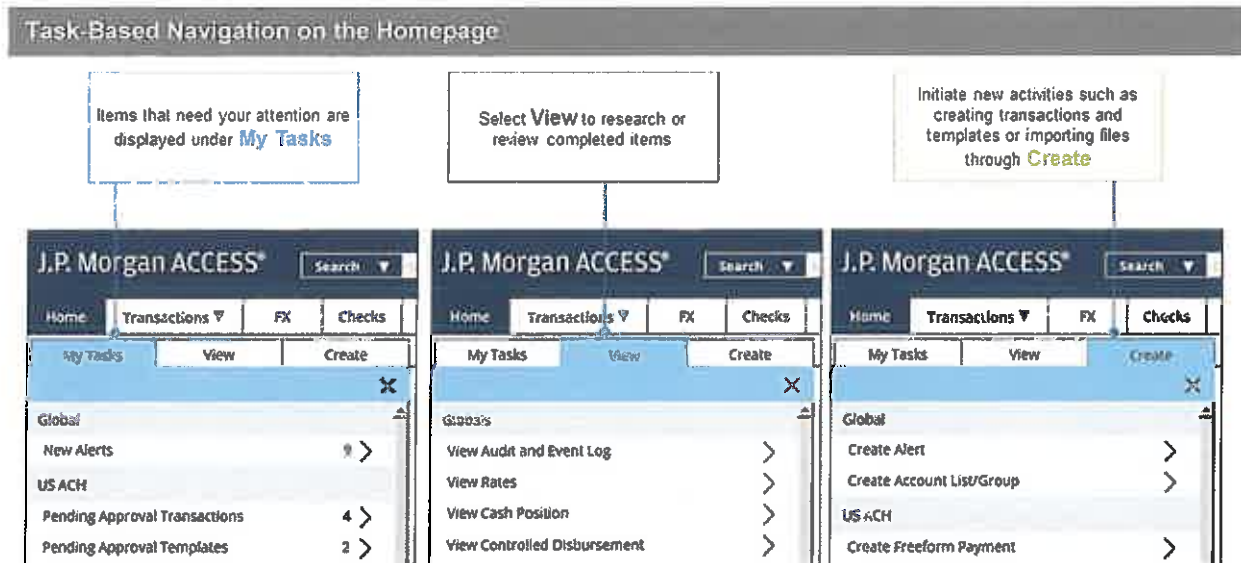


Figure 3

Access Online is proof of our commitment to investing in leading edge technology, product innovation and improving the client experience.

### Cash Reporting

Access Online allows WFWV to retrieve real-time and previous day posting of information each business day. The cash position of accounts held by us and other financial institutions can be viewed in an online, secure environment. Current day information is updated throughout the business day for designated accounts.

It also provides access to useful information that can aid in planning funding and investment strategies, including top-line summaries, detailed transaction records and historical reports for up to two years. User entitlements can be managed to control access to accounts and reports.

Standard reports include:

- Balance and Transaction Report (all accounts)
- Interactive Transaction Report
- EDI Report
- Returns and Exceptions Report
- Payment and Template Reports
- Wire Detail Report

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In addition, J.P. Morgan offers several web-based and Host-to-Host options for reporting incoming and outgoing ACH transactions and wires. Sample reports available via Access Online are provided in Appendix 1.

Supplemental to cash reports, Access Online offers the options below.

- **Audit Log** — The User Access and Activities Log provides detailed access and user information for each authorized Access Online user from WFWV
- **Check Disbursement** — WFWV can use the inquiry services function via the Checks function for detailed investigation and research options:
  - Check status inquiries including debit, credit, paid check return, cancelled, stop on file and outstanding,
  - Stop payment requests and removals,
  - Full-reconciliation and controlled disbursement clients may submit manual check-issue and cancellation information on their account reconciliation files.
- **Payment Initiation Reporting** —
  - Payment Detail/Summary Report
  - Payment details across all payment methods
  - Report data can be viewed at a detailed or summary level
  - Reports can be customized and scheduled
- **Template Detail/Summary Report** —
  - Template details across all payment methods
- Report data can be viewed at a detailed or summary level
- Reports can be customized and scheduled

### Alerts

Access Online extends a wide variety of customizable business critical alert notifications to save you time and make sure you don't miss anything.

You can elect to receive alert notifications via email and/or online via the Alerts Inbox, where they will remain for 90 days before being automatically deleted. You can define, manage and view messages from anywhere in the platform. For example:

- Set up alerts for when balances are above or below a preferred level, transactions/checks are available, or payments require your attention, with links to supporting detail
- Choose to be alerted to new items in your payments inbox that require action, such as transactions pending approval or see templates that have been modified
- Receive an alert when a scheduled report is complete

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### ***Powerful Security***

Robust security protocol is designed to help protect your privacy, preserve data authenticity and maintain strong operational controls. Security Administrators can maximize productivity by making sure users are properly entitled and assigned to the right products.

### ***Effortless Administration***

Access Online Administration makes managing and monitoring administrative tasks virtually effortless. Its capabilities provide Security Administrators with a fast and easy way to manage user entitlements, take action on requests and assign or delete products in a matter of minutes. Designed to match typical workflows, it also provides the flexibility to customize pages and set specific search parameters. Simplified user set up includes the ability to clone a user. Security Administrators can quickly replicate an existing user's entitlements to set up a new user with identical entitlements.

J.P. Morgan strongly believes in delivering value without charging clients additional costs to use our services. The table below illustrates that commitment.

Access Online Free Services	
<b>Alerts</b>	Event notifications, including Payment Needs Repair, Transaction Completed, Balance Threshold, User Pending Approval, and many more (over 50) to help manage your accounts
<b>J.P. Morgan Access Insight</b>	A fully integrated cash management tool using Microsoft Excel that allows Access Online users to auto-populate their own spreadsheets with balances and transactions, as well as initiate payments from their spreadsheets
<b>J.P. Morgan Access Online Transaction Services</b>	Provides seven years of wire details for both incoming and outgoing wires, at no additional cost
<b>J.P. Morgan Access Online Transaction Services</b>	Offers 15 months of historical ACH transaction information on all ACH-originated payments
<b>Access Mobile</b>	Provides authorized Access Online users with mobile access to account activity, and the ability to approve and release wire payments, the ability to manually add check issue or cancel records, and most recently the ability to decision positive pay exceptions  The mobile app uses voice recognition as part of the authentication process, eliminating the need for a token
<b>J.P. Morgan Access Support</b>	WFV is invited to join training webinars on Access Online. Our webinars are live facilitator-led web conferences that include question and answer sessions that allow full participation between the audience and the presenter  You can register for training webinars via Access Online Support
<b>Online Bank Statements</b>	Provides retention for seven years of bank statements at no cost

## Proposal to State of West Virginia

Access Online Free Services	
<b>ACH Debit Block Email Notification</b>	Email notification accessible via mobile device  When a payment is returned as a result of a debit block, J.P. Morgan will send an email notification of the incident, allowing users to proactively contact their own customers
<b>File Management</b>	Email notifications provide up-to-the-minute status on receipt, delivery, availability, or failure of a file transmission

**3.1.2.2** WFWV will send a report electronically by 8 PM EST Monday through Friday containing all checks written against the account on a daily basis. On a daily basis, the financial institution must provide WFWV a report listing, if any, exceptions of checks that do not match the electronic file. The report should be submitted to WFWV by 11AM EST on a daily basis. WFWV will respond to any exceptions by 12 PM EST, or within one hour of receipt of the exception report, the "default" will be to honor those exceptions. However, WFWV reserves the right to change the "default" at any time. The financial institution must pay all benefit checks written on WFWV's accounts when presented for payment unless there are exceptions that are deemed to be invalid after investigation.

### Check Issue Files

With our positive pay service, WFWV provides the bank with a daily positive pay issue file containing check amounts and serial numbers. As part of a complete range of disbursement services available, WFWV may send positive pay issue files to the bank via file transmission, online upload, or manually keyed into Access Online. The bank's Internet delivery channel provides the foundation for secure and traceable communications between J.P. Morgan and WFWV using standard browser software.

We extend generous deadlines to electronically submit daily check issue files written against your account(s), Monday through Friday. The deadline for the bank to receive check issue data via Access Online is 10:30 p.m. EST. If transmitted via direct transmission to the bank, the deadline is 10:45 p.m. EST. Checks presented daily are then systematically compared against WFWV's positive pay check issue file.

### Online Exception Notification

Using "PUSH" technology, Access Online provides a daily positive pay email notification to WFWV by 11:00 a.m. the next business morning that indicates accounts with exception items (or discrepancies) or "no items today". This provides WFWV with more complete reporting of file items. The report includes a link to the Access Online log on page.

If there are exception items to view, the authorized WFWV user can log on to Access Online or Access Mobile to review the list. Once logged on, authorized users click on the check number of each item to view images of the front and back of the check, select the pay or return button for each item (or select the pay all or return all button), and submit the decision to the bank.



### WFWV Pay or Return Decisioning

WFWV has until 4:00 p.m. local time to notify the bank of your pay/no pay decisions. WFWV can optionally receive a reminder email notification. If exceptions still require a decision at 3:00 p.m. local time, the bank will send out a reminder email notification indicating that the bank is awaiting a final payment decision. A default decision is applied to any positive pay exception item that is still awaiting a payment disposition by 4:00 p.m. local time. While the typical default is return, WFWV can specify specific default parameters during implementation.

### How it Works

J.P. Morgan first reviews and scrubs the exceptions to verify that there are no misencoded items. A notification is emailed based on the customer defined email groups at the beginning of the following business day. Authorized WFWV users are provided the report of exceptions upon log on for pay or return decisioning. The exception items report provides the check image of each item by simply clicking on the check number to view both the front and back of check images.

Access Online enables WFWV to use the Internet to review digital images of all exception items, and instruct the bank to pay or return each item from a single page. Payee name exceptions are conveniently delivered along with all other types of exceptions, so WFWV can easily employ the most up-to-date fraud protection services. Email notification offers a convenient way to know when exceptions are available for review. For WFWV's convenience, images of exception items are also available via mobile devices using Access Mobile.

Authorized users then electronically submit the decisions to the bank. WFWV will receive an online confirmation indicating the submission was successful, which you can save electronically or print for future reference. This functionality requires no special software.

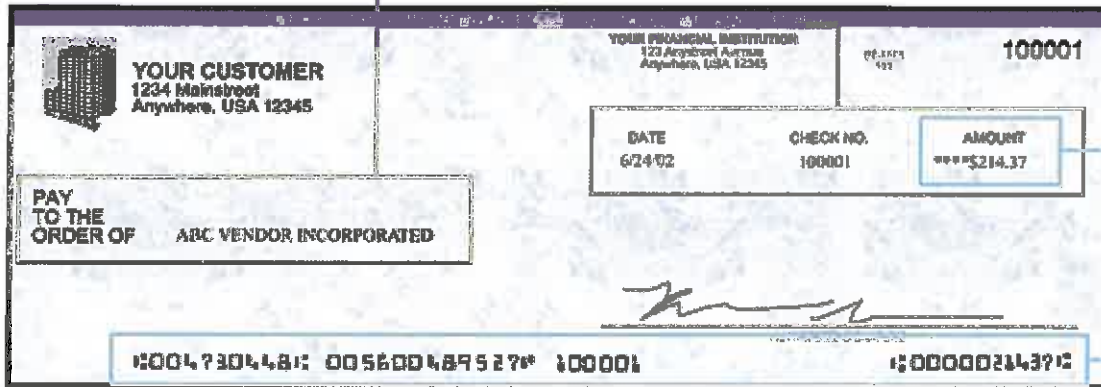
In addition to **positive pay** protection, we provide the following services to protect WFWV's accounts against check fraud and unauthorized transactions:

- **Payee Name Verification:** With payee verification, checks are first matched in positive pay. After it passes that process, it continues to payee validation processing. Payee verification looks at the items with digital interrogation, where it matches the payee name on the issue file to the check presented. This enhancement digitally interrogates up to 100 characters of payee name. Items that do not match are sent to our operators to manually review and accept or reject/send to the client for final decision. These exceptions are incorporated with Access Online and include check images for your review and decision.
- **Teller Line Positive Pay:** This service provides protection before encashment at the teller line in all Chase branches nationwide. Issued check data is updated on the bank's teller line system within one hour.
- **Positive Pay at Chase ATMs:** Checks deposited at a Chase ATM are screened against the positive pay records.

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## Positive Pay

Payee verification interrogates and detects altered payee line and any variable data field



Traditional positive pay  
MICR verification (account, amount, serial number)

Figure 4

3.1.2.3 The financial institution must on a monthly basis provide separate electronic transmittals of the monthly check reconciliation data for each account specified on the transmittal. Content must be provided to the financial institution by WFWV prior to delivery. The checks shall be listed in groups of one hundred items with the subtotals as well as a grand total at the end of the listing. Also, the financial institution must provide online access of the imaged copies of all checks cleared or via CD Rom if online access is not available. All items required by this paragraph must be provided by no later than the ninth calendar day of the following month said checks are paid. The Management. Information Systems (MIS) Division reserves the right to accept or reject electronic transmittals provided by the financial institution. Transmittals rejected will be returned to the financial institution with problems identified and the financial institution will have five (5) calendar days to provide a corrected file.

J.P. Morgan offers a complete range of optional account reconciliation (ARP) services designed to enhance reconciliation efficiencies. We can provide image transmissions with image files directly to your internal check archive, efficiently and automatically. Our full and partial reconciliation services as briefly described below.

### Full Reconciliation

J.P. Morgan offers WFWV a complete reconciliation of outstanding and paid checks, with the option of reconciling accounts by the week, month, fiscal or calendar year in a format tailored to meet your needs. You provide us with detailed check issue data, including account numbers, check numbers, issue dates, dollar amounts and reference information (up to 15 bytes). WFWV chooses how you wish to supply this

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data: In a file transmission or by upload or manual key entry to Access Online, as warranted by the check activity in each account.

With check issued data, J.P. Morgan will perform a full reconciliation of activity in the account, delivering a reconciliation report package online via Access Online. The standard full reconciliation package contains an account statement, balance sheet, paid and outstanding check listing, plus a summary including check number, issue date, amount paid and paid date.

Additionally, a listing of outstanding checks can be generated at any given time in either QuickBooks or CSV file format, using the Data Download feature (shown below) in Access Online. The outstanding checks database reflects the current status, as of the close of processing for the prior business day.

Account Reconciliation Reports

Customer International Global, Inc

Package: Recon Reports | Start Date: 08-Aug-15 | End Date: 08-Sep-15 | Search

Output  
 Coversheet  
 Recon Data File  
 Recap of Posted Items  
 Outstanding Settlement Report

Accounts  
 0bb00022222-ARP Pos Pay  
 0bb00333333-ARP Pos Pay Payee Name  
 0bb00444444-ARP Pos Pay Custom

Select	Account	Output Name	Cut Off Date	View
<input type="checkbox"/>	0bb00022222	Consolidated Diagnostic Summary Report	31-Aug-15	View
<input type="checkbox"/>	0bb00022222	Consolidated Reconciliation Report	31-Aug-15	View
<input type="checkbox"/>	0bb00022222	Miscellaneous Credit Reconciliation Report	31-Aug-15	View
<input type="checkbox"/>	0bb00022222	Outstanding Settlement Report	31-Aug-15	View
<input type="checkbox"/>	0bb00022222	Paid Only Reconciliation Report	31-Aug-15	View
<input type="checkbox"/>	0bb00022222	Paid Only Diagnostic Report	31-Aug-15	View
<input type="checkbox"/>	0bb00022222	Recap Of Posted Items	31-Aug-15	View
<input type="checkbox"/>	0bb00022222	Miscellaneous Debit Reconciliation Report	31-Aug-15	View

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Figure 5

### Partial Reconciliation

Partial reconciliation provides WFWW with a detailed listing of checks paid against a disbursement account over a client-defined period of time. This service also details certain other categories, such as stopped checks. Checks are typically listed in check serial number sequence with the amount and date each check was paid. The reports are available via Access Online.

### Access Online – Image Service

Access Online provides online image history inquiry for seven years (standard) with an option to extend retention up to ten years. This service provides advanced,

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upfront check search functionality that empowers your users to perform single and range-based searches by account number, check number and amount, sequence number, paid and issue date, and payee name. WFWV can provide additional characters of details, such as invoice number, vendor ID, etc., which allows your users to perform an inquiry on the data. The search results will tell you whether the check is still outstanding in your issue file, has an active or revoked stop, is canceled (voided), was paid or was returned.

Additionally, batches of images can be requested in an offline request mode for more efficient origination of larger numbers of requests. Paid check images, in many instances, are available for viewing on the same day they are presented to the bank. At a minimum, images of these items are available the next day.

### Online Reconciliation Package

J.P. Morgan's normal turnaround time for account reconciliation spans up to five business days for full and partial reconciliation packages, from statement cutoff to receipt of account statements, canceled checks and full reconciliation information. Turnaround times are measured from receipt of final issue file for reconciliation. Sample ARP reports are provided in Appendix 2.

### Research and Adjustments

If any problems are identified in the transmittals, WFWV should return them to the financial institution for research and adjustments. J.P. Morgan has established turnaround times for research and adjustment items. Our goal is to resolve 95% of research and adjustment items between 24 and 48 hours; however, certain requests may take longer.

We differentiate our reconciliation features from other providers through excellent service, superior products and innovative technology. Technology is a key component of our continued success in the account reconciliation business.

**3.1.2.4 The financial institution is not required to sort in numeric order and deliver to WFWV all checks paid on each account. Checks, instead, will be destroyed after 45 calendar days.**

J.P. Morgan retains physical checks for 45 days before destroying them. With the growth of image replacement documents and image exchange, the payer bank does not always receive the original check back. J.P. Morgan receives over 99.99% of our in-clearings as electronic files, so few original checks or image replacement documents are available for us to store. J.P. Morgan retains electronic copies of paid items for seven years.

**3.1.2.5 The number of items processed will be furnished to WFWV by the financial institution on the monthly account analysis and will be subject to verification by WFWV. The reserve requirement will be calculated in accordance with FDIC regulations [Codified at 12 C.F.R. § 204.4] and furnished to WFWV and will be subject to verifications by WFWV. The earnings rate will be calculated by the institution and will be subject to verification by WFWV.**

The number of items processed will be furnished to WFWV via an account analysis statement each month identifying all services provided, product volumes (i.e., outlined by delivery method), and the resulting service charge incurred.

## Proposal to State of West Virginia

In calculating the ECR, J.P. Morgan currently does not deduct the reserve requirement from the available balance.

Since October 1, 2008, the Federal Reserve has paid interest on reserves held at the Federal Reserve by member banks. J.P. Morgan passes this benefit to you by basing the earnings credit on 100% of the eligible balance of non-interest bearing demand deposit accounts.

- 3.1.2.6 Each month, the financial institution must provide the information necessary for WFWV to complete the United States Department of Labor Form ETA 8413, for the Benefit Payment Account attached hereto as 'Attachment A' and will compare the compensable service charges (Expense Analysis) with the institution's total interest earnings (Income Analysis). The financial institution agrees to supply the required information by no later than the 15th calendar day of the subsequent month. In the event the 15th calendar day of the month falls on a weekend, the financial institution agrees to supply this analysis on the preceding Friday. On the form ETA 8413, the financial institution will provide FDIC cost for Line 16 Other Costs. Lines 17 and 18 may include service fees. The FDIC cost must be listed separately on the invoice. The only service charges allowable in any resulting contract shall be the charges quoted in the attached Pricing Page, (Exhibit A).

For all your accounts, WFWV will receive an account analysis statement each month identifying all services provided, product volumes, and the resulting service charge incurred.

- The statement captures a monthly summary of your balances and service charges.
- Analysis statements are provided for each account and on a group summary basis.

J.P. Morgan charges a Balance Based Charge (BBC), which is a monthly administrative fee assessed to address various regulatory and other charges affecting the bank (e.g., like FDIC). The rate is set by the bank and subject to periodic review and adjustment.

Since January 2, 2010, our BBC rate has been 0.13%, and is calculated based on Average Ledger Balance. As with other eligible fees, the monthly BBC may be offset by earnings credit provided by J.P. Morgan. This charge is listed separately in the monthly account analysis statements.

WFWV can retrieve electronic account analysis statements via Access Online on the sixth business day after the close of the billing period; up to 13 months of statements are available. All sections of your account analysis statement may be viewed, printed and exported through Access Online. Analysis statements are available in PDF, Excel and CSV formats. In addition, statements can be downloaded in a BAI file via Access Reports.

WFWV can group specific accounts and billing relationships together for online analysis purposes and create user profiles giving access to specific accounts or billing relationships, as required.

WFWV will benefit from online access with:

- **Faster Delivery:** The PDF version is available on the sixth business day after the close of the billing period.

## Proposal to State of West Virginia

- **Robust Encryption Technology:** Allows you to export billing statement data into Excel format or text (CSV) for further analysis purposes.
- **Grouping of Multiple Billing Accounts:** Allows you to group specific accounts and billing relationships together for online analysis purposes.
- **Control Over User Administration:** Security administration allows you to create user profiles giving access to specific accounts or billing relationships, as required. It also allows you to reset user passwords.

An Account Analysis Statement Guide is provided in Appendix 3.

**3.1.2.7 The financial institution must allow WFWV the right to open up to four (4) additional accounts in the event that the Department of Labor would start a new program that necessitates segregating funds in separate outside accounts.**

Should the Department of Labor start a new program during the contract period that necessitates segregating funds in separate outside accounts, we will work with WFWV to establish additional new accounts with ancillary services needed to meet your business and operating requirements.

**3.1.3 The financial institution must provide WFWV with the following clearing accounts.**

**3.1.3.1 Clearing Account A – Funds flowing in this account will be the employer contributions to the unemployment compensation system and checks will be written for employer refunds.**

We will establish a clearing account with the ancillary services needed for incoming funds from employer contributions to the unemployment compensation system and checks services for employer refunds.

**3.1.3.2 Clearing Account B – This special clearing account will be established for the same-day processing of federal monies. No checks will be written on this account.**

We will establish a special clearing account with the ancillary services needed for same-day processing federal monies.

WFWV will benefit from our Post-No-Checks service. Post-No-Checks prevents check debits from posting against a designated business account automatically — with no monitoring required.

J.P. Morgan strongly encourages all clients to use the fraud prevention and risk management tools we offer to mitigate the risk unauthorized or unintended release of payments from your accounts.

WFWV can reduce the risk of loss on your accounts using one or both services we offer to protect your account from unauthorized ACH debits we have briefly described below.

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- **ACH Transaction Review** allows WFWV to review and confirm ACH debit and credit transaction online and return unauthorized transactions on a case-by-case basis. Using a sophisticated filter, WFWV can limit the number of transactions reviewed, by using the following criteria: debits and credits, company IDs, dollar amount and or dollar amount range, and transaction type. Clients have until 4:00 p.m. local time to submit decisions. If a Pay or Return decision is not submitted by the client, the default Pay or Return decision, as established in the related profile, will be applied.
- **ACH Debit Block** enables WFWV to block all ACH transactions, block specific originators, block specific originators by dollar amount or date, or allow all originators except specific originators. With ACH Debit Block Transaction Report, WFWV receives a daily report that provides a listing of all transactions that were blocked. Also, the report enables you to notify trading partners proactively about returned payments.

### 3.1.4 The financial institution must provide WFWV with the following services for the clearing accounts listed in 3.1.3.

#### 3.1.4.1 The financial institution must provide daily armored/car/courier services for transporting of all deposits from WorkForce West Virginia located at 1900 Kanawha Blvd., East, Building 3, 4th Floor, Charleston, WV by 3:00 PM EST to their location.

J.P. Morgan does not directly provide armored car/courier services for transporting deposits. WFWV would need to choose and contract with an approved armored car provider. Your contracted armored courier may pick up and deliver deposits to our Charleston, WV vault site, where they will be processed and credited to your account by cash vault processing specialists using our advanced equipment. We work with Loomis, Garda, Dunbar and Brinks and can assist you in identifying an armored courier if needed.

#### **Smart Safe**

WFWV should consider using Smart Safe with Advanced Credit service.

J.P. Morgan's Smart Safe with Advanced Credit provides WFWV with daily credit on currency that is validated and deposited into a leased or purchased Smart Safe from Brinks, Dunbar, Garda or Loomis. Advanced credit allows you to reduce the armored services schedule with your vendor to lower costs. Smart Safe with Advanced Credit is designed to improve daily cash flows and incorporates bill validation, counterfeit detection, secured storage and detailed reporting. The efficiencies gained using Smart Safe with Advanced Credit will allow WFWV to eliminate time-consuming deposit preparation of cash, freeing staff to spend more time on other tasks.

We recommend that WFWV meet with our approved armored courier providers to understand the Smart Safe solution that is right for your operations. They will review the equipment options, placement, capacity and related pricing with you to help determine a solution that meets your needs.

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## How it Works

- Place cash in the Smart Safe secure bill validator throughout the day. At the end of the day, the balance is validated and transmitted electronically from the Smart Safe to WFWV's armored vendor.
- The armored vendor will electronically transmit to us the value of cash deposited through the bill validators for all of J.P. Morgan's locations.
- J.P. Morgan will credit your account for the amount transmitted by the vendor, which WFWV can view the following morning via Access Online or via a BAI2 reporting file.
- J.P. Morgan recommends currency pick-up every fourth calendar day, and requires that the Smart Safe is serviced at least once per week.

Note: Checks and coin may be placed in the machine's secured compartment; however, neither check nor coin deposits will be included in the advanced credit amount. When servicing the Smart Safe, your armored vendor will pick-up the checks and coin, and deliver to their vault for processing.

A Chase branch may be used for emergency and/or non-recurring deposit needs, for example; when WFWV misses the courier pickup. With this approach, WFWV benefits from lower cost pricing, quicker funds availability, increased safety of your employees, easier reconciliations and internal operational efficiencies.

### 3.1.4.2 The financial institution will credit WFWV for all deposits on the financial institution's ledger on the same day that the deposit is delivered.

If we receive your deposit prior to your established cutoff time (8:00 p.m. for cash-only and 5:00 p.m. for mixed deposit at the Charleston, WV vault), we can update your account with a provisional same-day ledger credit, allowing for the possibility of cash deposits to be converted into usable funds on the same day.

WFWV will receive credit with same-day funds availability for checks drawn on J.P. Morgan, cash deposits, incoming wires, and ACH transactions, received by the established cutoff time. Cutoff times varies by transaction type as detailed below.

Deposit Cutoff Times	
Cash Deposits	
Vault	Our Charleston, WV cash vault location cutoff time is: <ul style="list-style-type: none"><li>● Cash-Only Deposits: 8:00 p.m. local time</li><li>● Mixed (Cash and Check) and Check-Only Deposits: 5:00 p.m. local time</li></ul>
Branch Deposits	Times vary by location, but are typically between 5:00 p.m. and 6:00 p.m. local time
Branch Night Drop Deposits	7:30 a.m. local time. Select branches offer a second opening in the early afternoon. Deposit cutoff times are clearly indicated on the face of the each depository, as required by law.
ATM Deposits	11:00 p.m. EST. Deposit cutoff times are clearly posted at each ATM



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Deposit Cutoff Times	
Electronic Deposits	
Wire Transfers	Wire transfers are credited and available in near real time throughout the day. The cutoff time for incoming credits is the close of Fedwire, which is 6:00 p.m. EST.
ACH	For ACH credits, WFWV will receive availability (memo post) for ACH collection on opening of the business day on the settlement date. A hard post of the funds will occur at the end of the business day. For ACH debits, any same-day originations will be settled at the end of the business day.

- 3.1.4.3 The financial institution, by 10:30 AM, EST on the day following the deposit pick-up, will; (1) -process the deposit checks through the proof WFWV and sort such deposit checks by zero-, one-, and two-day clearing times; and (2) provide WFWV with the collected balance, upon request. The financial institution will send an email each morning to WFWV of the total cash balance on hand to the Assistant Director of FAM, Accounting Section and his designee(s) for all benefit and clearing accounts. WFWV will be responsible for determining the amount of transfer to the trust funds from the Clearing Account A. Said transfer will be made in increments of one hundred dollars.

As promulgated by State Code, 21 A-8-S which states Clearing Account: upon the receipt of payments and other moneys payable into clearing account fund under this chapter, shall immediately be deposited in the clearing account.

<http://www.legis.state.wv.us/wvcode/Code.cfm?chap=21a&art=8#08>

WFWV can retrieve prior day posting of balance and transaction information each business day, as well as, real-time intra-day reporting. Balance and transaction reporting reflects all incoming and outgoing activity on accounts during the reporting period.

J.P. Morgan reports all transactions hard-posted to WFWV's DDA accounts with associated reference numbers, effective dates (float) and descriptive text for prior day reporting made available by 7:00 a.m. EST.

The availability schedule determines availability for each item. Availability is based on the drawee bank routing/transit number, the time the deposit is processed, and fractional float assignment. Please see the Funds Availability Schedule provided in Appendix 4.

- 3.1.4.4 The financial institution will debit or credit to the account any insufficient funds checks and deposit errors and will return items with associated debit and credit slips to WFWV by messenger by 300 PM EST each day.

### Return Item Processing

WFWV's return item handling instructions are maintained within a comprehensive database at J.P. Morgan. During the check clearing process, the paying bank may return deposited checks for a number of reasons, including non-sufficient funds (NSF), uncollected funds, stop payment, account closed, etc. The bank routes most returned items through the Federal Reserve System to regional return processing areas.

## Proposal to State of West Virginia

After processing WFWV's return items per your handling instructions, the return system generates a debit to the designated demand deposit account (DDA). The bank matches the actual return items to a return item advice and mails them to the DDA statement address via First Class U.S. mail. The return advice lists the dollar amount and the reason for return for each item.

J.P. Morgan can provide a variety of optional services to meet WFWV's needs for handling return items. During your account implementation process, we will help set up the solutions to meet WFWV's needs in managing returned checks.

### ***Return Item Advice Options***

Advices are generated throughout the day and sent to WFWV via First Class U.S. mail. The advices contain actual return items and the following information: processing date (debit date), advice number, deposit account bank number, deposit account number, alternate chargeback account bank number (if applicable), dollar amount of each return, return reason for each return, maker name for each return (if applicable), internal bank sequence number for each return and total debit amount for the advice. WFWV can choose to receive advices from the following options:

- The **standard advice** lists up to eight returned checks. If "maker name" is requested, the maker's name (first initial and last name) is included on the advice.
- A **Cash Letter Advice** lists all return checks processed during the current cycle. Multiple advices may be created during the processing day.
- An **Extended Data Advice** if extended data is keyed, additional fields appear on advice.
- A **Single Item Advice** where each return appears on a single advice.

### ***Email Notification***

WFWV may also choose to receive an email from J.P. Morgan as text-only or as text with image delivered via Voltage Securemail. During implementation, WFWV can choose when emails are sent: Immediate, hourly, end-of-day. WFWV also has the option for notification on returns only, redeposits only, returns and redeposits, items over a certain amount. Email message contains the return item detail. A separate attachment contains the returns images (front and back).

### ***Online Image Viewing via Access Online***

Access Online allows WFWV next-day access to return and redeposit item information and images, which is the most widely used notification method. This solution allows WFWV's authorized users to electronically retrieve returns and redeposited item images. Access Online provides secure 24-hour, high-speed online access to your return and redeposit images. To find an image a user runs a Returns and Exceptions Report or the Balance and Transaction Report on Access Online. The front and back of the returned item is available. The user then clicks on the icon for the return item image to view, print or export the image.

### Deposit Adjustments

Your vault cash-only deposit transactions will post to your designated demand deposit account (DDA) with the deposit bag number and deposit ticket date, making accounting for your cash activity easier than ever. Verification of the cash will occur within 48 hours. Should any discrepancies arise, you can request a mailed advice on the day following verification, an email notification of adjustment information or access to our Web Currency Services portal to view your account detail.

Adjustments will also post electronically through Access Online, our information reporting system, as well as to your bank statement. A cash credit or debit adjustment with the dollar amount, WFWV account number, original deposit amount, original deposit date, processing vault ID and adjustment reason will be included.

- 3.1.4.5** The financial institution must receive and accept ACH Credit electronic payments from employers and Third-Party Administrators (TPAs) for employer contributions and deposit the funds into the Clearing Account A. The financial institution must accept addendum records in NACHA CCD+ format from the TPAs, balance settlement totals daily against deposits posted to the account per NACHA Operating Rules, and provide the information embedded in the addendum records to WFWV, electronically, via a secure FTP site. Information such as employer, employer ID number, amount of payment and quarter/year the payment applies to, etc. The financial institution may be required to adjust procedures to conform to technical requirements. The financial institution must identify the TPA and deposit amount on the daily e-mail to WFWV.

J.P. Morgan provides several web-based and Host-to-Host options for reporting incoming ACH transactions.

- **Access Online:** Internet information reporting product provides balance and transaction detail reporting. Incoming and outgoing ACH transactions will appear on the transaction detail reports with consolidated and detailed credit(s) and/or debit(s) information. ACH detail and other origination information is also available within the Payment and Template reports.
- **Host-to-Host Connectivity:** This service can be established to send WFWV various types of incoming files, including ACH file acknowledgements and return items, in a standardized format.
- **ACH eLockbox:** Delivers consolidated posting and detailed reporting of incoming ACH credit activity to J.P. Morgan demand deposit account(s). Credit activity can include consumer bill payments, civilian allotments from bill payment processors and various government agencies and Treasury/government payments. Incoming ACH items are marked by the originator for deposit with accompanying addenda detail provided as specified by WFWV.

## Proposal to State of West Virginia

- **Access Transaction Services:** Access Online gives WFWV access to ACH transaction information, help initiate investigations, receives responses, and generates analytical reports. Access Online stores 15 months of history and enables WFWV to obtain either summary or complete payment details on originated transactions. It also enables WFWV to send reversals and/or reclaims securely and can also be used to retrieve ACH returns and obtain a Reversal/Reclaim report. Additionally, it allows ACH eLockbox clients to review 180 days of transactions received and electronically return any transactions that cannot be applied. WFWV can submit a notification of change (NOC) to correct future transactions.
- **ACH Reconciliation Service:** ACH reconciliation services facilitate automatic reconciliation of U.S. domestic ACH payments initiated through various J.P. Morgan channels against corresponding transactions posted to client DDAs. Replacing single, generic offsets, this solution delivers BAI2-formatted information about originated batches or items directly to treasury software systems. This information is also available on Access Online.
- **Enhanced Receiver Services and Host-to-Host Reporting:** Acts as a pipeline, carrying information in standard formatted files or printed reports to client sites. Enhanced Receiver Services report on a variety of transactions, including ACH, carrying extended remittance data. Data can be formatted into EDI or BAI2 data files for the transmission service.

Based on the stated requirements, the reporting method we recommend for WFWV is Enhanced Receiver Services and Host-to-Host Reporting.

**3.1.4.6 The financial institution must provide WFWV with online access to all clearing accounts. WFWV must have the ability to view account balances, daily deposits, and account activity, to transfer funds between accounts, and receive ACH payments.**

Access Online provides access to all accounts for WFWV authorized and entitled users can view account balances, daily deposits, and account activity, and initiate funds transfer between accounts and ACH payments received.

**3.1.4.7 The number of items processed will be furnished to WFWV by the financial institution on the monthly account analysis and will be subject to verification by WFWV. The earnings rate will be determined by the institution.**

Cash remaining in a non-interest bearing demand deposit account at the end of the day is used to determine an earnings credit value on account balances. This credit is calculated by J.P. Morgan and reflected on your monthly account analysis statement to reduce the amount due for banking service fees. The Earnings Credit Rate (ECR) is a bank managed rate reviewed and updated periodically by J.P. Morgan after considering a range of factors, including the market rate environment and the bank's need for funds to support loan demand. Using a managed rate helps to maintain pricing flexibility while helping to protect you from the short-term rate volatility that could result from using an indexed rate. Your ECR will be 2.00%.

## Proposal to State of West Virginia

We use the following formula to calculate the monthly earnings credit allowance:

Monthly Earnings Credit Allowance Calculation
$\frac{(\text{Average Monthly Investable Balance} \times \text{ECR} \times \text{Actual Number Of Days in Month})}{\text{Actual Number of Days in Year}}$

**3.1.4.8** Each month, the financial institution must provide the information necessary for WFWV to complete the United States Department of Labor Form ETA 8414, for the Clearing Account A, attached hereto as "Attachment B", and will compare the compensable service charges (Expense Analysis) with the institution's total interest earnings (Income Analysis). The financial institution agrees to supply the required information by no later than the 15<sup>th</sup> calendar day of the subsequent month. In the event the 15<sup>th</sup> calendar day of the month falls on a weekend, the financial institution agrees to supply this analysis on the preceding Friday. On the form ETA 8414 the financial institution will provide FDIC cost for Line 16 Other Costs. Lines 17 and 18 may include service fees and CCD+ addendum file fees associated with accepting deposits from a TPA. The FDIC cost and fees associated with TPA payments must be listed separately on the invoice. The only service charges allowable shall be the charge quoted in the attached Pricing Page (Exhibit A).

As described in our response to 3.1.2.6, WFWV will receive an account analysis statement each month for the Clearing Account identifying all services provided, product volumes, and the resulting service charge incurred. The statement captures a monthly summary of your balances and service charges.

**3.1.4.9** The financial institution must only charge a single fee for ACH credits, which includes the associated addenda records. Therefore, an ACH credit with one addenda record would be charged the same fee as an ACH credit with multiple addenda records. The financial institution will also charge for the delivery of the NACHA CCD+ formatted file containing ACH credit transactions and the associated addenda record(s).

J.P. Morgan will provide a single price for ACH credits regardless of the number of addenda records. All pricing is included in Exhibit A. Pricing Pages.

**3.1.4.10** The financial institution must not charge for ACH items originating from the WV Treasurer identified as Company ID 1556000814.

WV Treasurer will be charged for the origination of ACH transactions under the Treasurer's current banking contract. All pricing for incoming ACH credits and debits is included in Exhibit A. Pricing Pages.

**3.1.4.11** The financial institution will charge a fee for ACH debits and debit blocks.

J.P. Morgan agrees to charge for ACH debits and debit blocks. All pricing is included in Exhibit A. Pricing Pages.

## Proposal to State of West Virginia

3.1.4.12 The financial institution shall agree that the highest daily ledger balance or the highest daily deposit, whichever is greater, in all accounts less the federally insured amount of \$250,0000 or the current prevailing amount or the corresponding month of the preceding year will be collateralized so that such amount is never greater than 90% of the market value of collateralization. The collateral shall be equal to the aim of all account balances for WFWV. The determination of the initial collateralization will be a function of the daily ledger balance or the highest deposit; whichever is greater, for the corresponding month of the preceding year. According to West Virginia State Code 5A - 3-(8) <https://www.legis.state.wv.us/WVCODE/Code.cfm> the financial institution agrees that liquidated damages shall be imposed at the rate of \$100.00 per day for failure to provide collateral requirements. This clause shall in no way be considered exclusive and shall not limit the State or WFWV's right to pursue any other available remedy. The Executive Director may waive this assessment in his judgment, if circumstances beyond the Control of the financial institution caused the collateral deficiency. Any such circumstances must be documented in writing and submitted to the Executive Director for consideration.

As a qualified public depository of the State of West Virginia, J.P. Morgan has been operating in West Virginia through its predecessor Union National Bank for more than 100 years. We will pledge collateral to secure the State's public fund deposits that we hold above the amount insured by the FDIC in accordance Chapter 12 of the West Virginia Code. While we do not agree to liquidated damages as such remedy does not appear in Chapter 12, we do agree to discuss and address any issues with the State.

3.1.4.13 Withdrawal or substitution of any collateral pledges as security may be permitted with the approval of the West Virginia State Treasurer. Chapter 12, Article 1, Section 4 of the West Virginia code states, "All pledge securities must be delivered to the safekeeping agent designated by the State Treasurer Office."

Please refer to the response in 3.1.4.14 and associated forms in Appendix 5.

3.1.4.14 Acceptable forms of collateral must be in accordance with those provided in the Collateral Policy and Procedures Manual of 2009 as provided by the Office the West Virginia State Treasurer.  
<http://www.wvsto.com/dept/CashMgt/Documents/Outside%20Bank%20Accounts%20Policies%20and%20Procedures%20-%20Revised%203-4-10.pdf>

JPMorgan Chase Bank, N.A. (the "Bank"), through its National Collateral Management Group ("NCMG"), employs a Bank developed Corporate Collateral Management System (Coast), which provides daily monitoring of deposit balances and security value for collateralization purposes.

Coast is reviewed each Federal Reserve banking day by dedicated Collateral Managers for compliance with customer collateral requirements. Collateral requirements are based upon the end-of-day ledger balances (except for Louisiana clients, where collected balances are used) in deposit accounts (demand and time deposits) (plus accrued interest if any), less applicable FDIC coverage, plus applicable margin (gross-up), if any. The end-of-day deposit balances are uploaded into Coast the following Federal Reserve banking day morning from the Bank's deposit system. NCMG monitors the market value of collateral pledged to our customers and compares the market value to the collateral requirements. In the event a market value reduction or increase in deposit level creates an under-collateralized position, additional collateral will be pledged promptly.

## **Proposal to State of West Virginia**

### **Federal Reserve Bank Third-Party Joint-Custody Security Accounts**

The Bank currently uses the Federal Reserve Bank ("FRB") as the primary custodian for joint-custody security accounts ("Collateral Account"). The Administrative Reserve Bank ("ARB") that holds the securities for the Bank is the FRB of New York (determined by Federal Reserve rules). The FRB of Boston is the Federal Reserve System's national collateral account administrator. Pledged securities will be held in a FRB collateral account in the name of the Public Entity.

In order to establish a Collateral Account, FRB requires a copy of the completed FRB "Pledge Agreement Form" ("PA") and "Fed Mail Form" (see Appendix 5) from the Public Entity (the Public Entity must agree to the custodial agreement terms set forth in the FRB's Operating Circular 7, Appendix C, as amended from time to time). The FRB will not review or complete any tri-party custodial agreements that Public Entities or banks present for collateral accounts.

The FRB will assign a unique, alphanumeric collateral account number to the Public Entity upon the receipt, review and verification of the completed PA and Fed-mail forms. The Public Entity may retain the original forms for their records.

If a Public Entity has (or had) a FRB collateral account, the Public Entity can provide NCMG the FRB alphanumeric collateral account number, a listing of authorized signer(s) and verification requirements listed on the existing PA or provide a copy of an existing PA, such that NCMG can pledge into their collateral account. If the Public Entity has a PA greater than two (2) years old, it is recommended that the Public Entity submit a new PA.

Until NCMG receives the FRB documents (or information regarding the existing account), NCMG will pledge collateral into a Bank controlled account at the FRB in the name of the Public Entity on Coast.

The FRB provides two (2) types of reporting; Joint Custody Daily Activity Statements ("AS") and Monthly Securities Holdings Report ("MSHR"). The AS reports account activity when conducted within the collateral account. The MSHR reports all securities held in the Public Entity's collateral account at month end. Both reports are sent within 24 hours either by email or facsimile. The FRB reports list the original par value of the securities pledged and does not report market value of securities pledged. The FRB does not provide on-line access to collateral account nor hold any irrevocable letter of credit issued by a Federal Home Loan Bank.

### **Collateral Increases**

NCMG recommends that customers contact NCMG directly in the event that additional deposits will exceed current collateral levels so that additional collateral can be pledged and put in place at the time the deposits are made.

Customers can contact NCMG before 1PM (Eastern) for a collateral increase to be effective the same day, otherwise NCMG will endeavor to make the collateral increase effective the same day if contacted after such time. Also, the Bank requires a one (1) business day notification of a collateral increase request greater than \$50 million.

## **Proposal to State of West Virginia**

In the event that NCMG has not received timely prior notification of an increase in deposits from a customer, which results in a need of additional collateral, additional collateral will be promptly pledged, unless otherwise advised by the customer.

### **Collateral Releases**

The release of any securities pledged as collateral in the clients' FRB collateral account requires written authorization and verbal confirmation based upon the current FRB standards. NCMG will submit collateral release letter(s) to the client authorized individual(s) for authorization of any collateral reductions.

### **Collateral Limits**

The Bank will collateralize all public deposits collateral requirements as necessary currently and has no established maximum collateral limit. As noted above, the Bank does require a one (1) business day notification of a collateral increase request greater than \$50 million.

### **Security Valuation**

The Bank uses an independent, third-party pricing agent for collateral valuation. Dependent upon the types of securities pledged, the Bank will update security prices (marked to market) daily, weekly and monthly, as provided from the pricing agent.

### **Types of Collateral Pledged**

State law will govern acceptable collateral for public fund clients, if applicable. Clients may provide further direction as to types of acceptable collateral. The types of collateral pledged are subject to change.

Subject to applicable state law and anticipated deposit levels, the Bank may pledge an irrevocable letter of credit issued by a Federal Home Loan Bank and securities in the form of U.S. Treasury (bills, notes, bonds and TIPS) and Agency (Fannie Mae, Freddie Mac) securities as collateral to secure public fund deposits. In circumstances where the amount of deposits exceeds the size of the letter of credit the Bank will provide the required collateral using other forms of eligible collateral. Your relationship team or NCMG will be pleased to discuss our approach and provide additional information.

### **Reporting**

In addition to FRB reporting (see "Federal Reserve Bank Third-Party Joint-Custody Security Accounts" above), NCMG provides a monthly collateral report which currently lists the pledged securities (description, maturity and rate), original par, current par and market value and, if applicable, will list any irrevocable letter of credit issued by a Federal Home Loan Bank. NCMG emails the report by the 5th business day of the following month. Customers may contact NCMG during normal business hours to request a collateral report for any specific business day.

### **Board Resolution**

The Board of Directors of the Bank has passed a resolution which delegates authority from the Board to certain Bank personnel to, among other things, enter into agreements with governmental entities to serve as a depository and to pledge



## Proposal to State of West Virginia

collateral to that entities' public funds deposits. This resolution can be delivered upon request.

### Contact Information

NCMG can be reached by:

Phone - 1-888-333-8340, option 1 (Monday – Friday 8AM – 5PM Eastern Time)

Email - [ncmg@jpmorgan.com](mailto:ncmg@jpmorgan.com)

U.S. Mail:

JPMorgan Chase Bank, N.A.

Attn: NCMG OH1-0138

1111 Polaris Parkway

Columbus, Ohio 43240-0138

### **3.1.4.15 The financial institution must have the capability of receiving and transmitting monies by wire. Said monies received by the financial institution will be considered immediately collectable and available for transfer.**

J.P. Morgan has provided clearing services since the inception of Fedwire processing. We are a founding member of the New York Clearing House and CHIPS, which began processing in 1970. We are a leader in sending and receiving USD clearings. In the 1<sup>st</sup> quarter of 2018, the J.P. Morgan's average daily volume of USD clearing was 460,372 transactions with an average value of \$2.5 trillion. Additionally, J.P. Morgan's straight-thru-processing (STP) for U.S. Clearing in the 1<sup>st</sup> quarter of 2018 was 98.60%.

### **Wire Transfer Initiation via Access Online**

Access Online offers a complete range of funds transfer services supporting U.S. dollar and multicurrency payments, using both predefined (repetitive) templates and free-form formats:

- WFWV establishes user entitlements. WFWV's Security Administrators can authorize users to add, modify, delete, approve and/or release wire transactions, as well as add, modify, delete, approve and activate predefined templates.
- A J.P. Morgan client confirmation number is provided immediately upon release to the funds transfer processing platform.
- Confirmation codes are accessible using cash reporting features.
- Wires (Fedwire and CHIPS), book transfers, drafts, account transfers, U.S. drawdown transaction initiations are supported.
- Future-date capability is available, supporting 365 calendar days.

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### 3.1.5 The financial institution must provide WFWV with data transmission solutions that meet WFWV's requirements which do the following.

#### 3.1.5.1 Data File Transmittal – provide a secure Communication Protocol site to transfer data and electronic reports to and from the financial institution and State WFWV office.

Communications protocols accepted for data transmission file delivery via the Internet are SFTP, FTPS, HTTPS, and AS2. For direct transmission (Host-to-Host SFTP or equivalent interface) is accepted.

Host-to-Host (H2H) is a comprehensive service that automates the transmission of payment instructions and transaction reporting. A scalable, cost-effective and secure solution, Host-to-Host uses the latest compliant industry standards.

- **Host-to-Host Connectivity:** Provides the information exchange path for payment and reporting files, (e.g., establish a secure automated connection with J.P. Morgan via the Internet.)
- **Host-to-Host Payments:** WFWV can streamline operations and reduce expense by transferring many of the tasks involved in payment initiation from your operations to the bank. A secure connection can be established between WFWV's ERP to J.P. Morgan. This will enable you to send a single payment file to the bank containing multiple payment types (e.g., ACH, low value, wire, and checks, as well as, optionally Corporate Quick Pay and single-use accounts. Host-to-Host Payments will authenticate the file, validate the content and route the transactions to the appropriate settlement networks.

#### 3.1.5.2 Security Design and Safeguard Features – Include design features that safeguard against fraud, abuse, and waste.

It is the firm's policy to comply with the privacy and data protection requirements, as defined by applicable law and regulation, where the firm conducts business. The firm takes its responsibility to protect the privacy and confidentiality of any client information very seriously. The firm maintains physical, electronic and administrative safeguards that comply with applicable legal standards to store and secure client information from unauthorized access and use, alteration and destruction.

The firm also maintains an incident management program in its Privacy Office that responds to potential risks to client and personal information.

The firm employees and contractors are held accountable for complying with applicable privacy and data protection policies, procedures, laws and regulations, and are trained annually to remind them of the importance of doing so.

On an annual basis, the status of the Information Security program, the Data Privacy program, the Business Resiliency Program and compliance against the Gramm-Leach Bliley Act (GLBA) are presented to the Board of Director's Audit Committee.

## Proposal to State of West Virginia

### 3.1.5.3 Right of Privacy of Clients-Protect the right of privacy of all WFWV clients.

J.P. Morgan has established a firm-wide Code of Conduct. Within this document are specific guidelines for employee conduct; compliance with the law; reporting of violations of the Code of Conduct or of laws or regulations; employment and diversity; confidentiality of information; protection and proper use of company assets; conflicts of interest and personal securities and other financial transactions; or taking any action that would adversely affect clients or the reputation of the firm.

The Code of Conduct sets forth an employee's obligation to report violations of laws and regulations, fraudulent acts or dishonesty. Several avenues and contacts are identified to report any wrongdoing or violations of the Code, including direct contact with the Audit Committee. Retaliation is prohibited under the Code of Conduct.

The Code of Ethics for Finance Professionals (the Code of Ethics) is intended to supplement the Code of Conduct and applies to all professionals worldwide serving in a finance, accounting, treasury, and tax or investor relations role. The Code of Ethics is intended to promote honest and ethical conduct and compliance with the laws, rules and regulations of federal, state and local governments and other appropriate regulatory authorities.

### 3.1.5.4 Use of Tested State-of-the-Art Techniques – Use tried and State-of-the-Art techniques as opposed to untested technology that may or may not be successful. The financial institution will receive a daily file Sunday through Friday from WFWV of checks written and checks voided that day. This file will be electronically transmitted to the bank Record layout below:

Record Code	X (1)
"C" for checks written	
"V" for checks voided	
Account number	9 (10)
Check number	9 (10)
Check amount	9 (8) V99

This file will be used by the financial institution to supply a daily reconciliation for WFWV. It will also be utilized to ensure that no fraudulent checks are cleared.

#### Monthly check reconciliation transmittal:

Field	Data Type	Size
Check Number	Numeric	7
Amount	Numeric	8.2 (000000000.00)
Clear Date	Numeric	8

WFWV can securely import payments from your ERP system to the Access Online system using the following file formats:

- Access Online CSV (J.P. Morgan proprietary Comma-Separated Values format) for domestic and cross-border wire-related payments
- NACHA for PPD, CCD, WEB and CTX related ACH transactions

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- ISO 20022 XML
- Gdff (Global Delimited Flat File format,) a proprietary file format of J.P. Morgan

We will work with WFWV during the implementation phase to establish the pre-agreed file format interface between your ERP system and our electronic banking channels.

File formatting guides and the Connectivity User Guide will be provided on execution of a contract. In addition, a Client Engagement Solutions Document and Requirements Document are provided at the outset of the implementation, which outline the implementation process, target dates, requirements and deliverables for both WFWV and J.P. Morgan.

### 3.1.5.5 The successful vendor will be completely responsible for implementation and the transition from the current banking system. This section details specifics of the tasks involved.

We view the implementation process as a pivotal phase in our relationship and an opportunity to demonstrate the value of our expertise and consultative capabilities. Our project management methodology is designed to build a strong understanding of your objectives.

Our implementation approach helps make the transition smooth and efficient.



Figure 6

An established project flow and framework is followed when executing the setup of products and services.

### 3.1.6.1 The vendor will perform a walk-through-through immediately after the bid is awarded and will identify, in writing, necessary changes to WFWV's current banking operations.

An onboarding specialist will be assigned to serve as WFWV's primary point of contact throughout the process. Your onboarding specialist, who has end-to-end ownership and accountability of the implementation, is responsible for communicating regularly with you and coordinates activities across the bank. Regular, often weekly, meetings occur to share information and measure progress.

## Proposal to State of West Virginia

Your onboarding specialist works with you to validate the solutions you have requested, establish timelines for implementation and then coordinates with the necessary teams across your organization and J.P. Morgan to complete the setup.

The onboarding specialist is responsible for:

- Forwarding new account and product documentation, file specifications, start-up packet(s) and procedure manuals to WFWV.
- Contacting your designated representative(s) to complete all required documentation and determine specific product instructions.
- Reviewing and completing product questionnaires with you, as appropriate.
- Opening required accounts and ordering depository supplies.
- Coordinating with our operations group to make sure products are set up to your specifications.
- Coordinating file and transmission testing with the technical implementation specialist for both teams, which includes:
  - Confirming delivery of PINS and instruction guides.
  - Providing required training or other assistance, as needed.
- Monitoring initial depository activity and confirming depository products are working as expected.
- Coordinating the hand-off to your designated Client Service Professional for ongoing servicing.

Please keep in mind that J.P. Morgan also requires execution of all applicable account opening documents, as well as all relevant product and service agreements. As part of our efforts to manage our environmental footprint in an efficient and sustainable manner, sample documents are provided through the links below. Please note that these documents may be modified by the bank from time to time.

- Sample Account Opening Documents:  
<https://www.chase.com/content/dam/chasecom/en/commercial-bank/documents/11-21-us-account-opening-package.pdf>
- Sample Product and Service Terms and Agreements:  
<https://www.chase.com/content/dam/chasecom/en/commercial-bank/documents/11-21-consolidated-service-terms-commercial-bank.pdf>

The sample documents provided cover the comprehensive set of products and services that may be offered to our Commercial Banking clients in general, and many of those in the standard package may not apply to the services currently proposed to WFWV. At the time of your implementation, and based on the specific services you elect to use, you will receive the applicable agreements to be executed from your implementation project manager.

There may be additional signature-required documentation needed to initiate electronic banking or information reporting services in addition to the account opening documents and service terms, as noted below:

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- **Security Administrator Designation Form (SADF)** is required to give the bank authorization to set up the individuals listed on the form as security administrators.
- **Third-Party Access (TPA) Authorization Form** may also be required when setting up accounts with different tax IDs

### 3.1.6.2 The vendor will provide one-time on-site training consisting of eight (8) hours at 1900 Kanawha Blvd., East, Building 3, 4th Floor, Charleston, WV for a maximum of twenty (20) people on the usage of required online banking services and transmissions of files at no additional cost to WFWV.

Support during implementation includes training, technical assistance and user manuals. We offer WFWV a variety of methods for training without any cost to you, such as webinars, phone and short step-by-step prerecorded videos.

- **Online Resources:** Access Online Support is available via the Education tab. Resources include online help articles, FAQs, guides and a range of live and pre-recorded webinar offerings on how WFWV can use the Access Online products and services. Short how-to videos are also available from certain Access Online screens.
- **Webinar Training:** Instructor-led sessions are available on many of our products including Receivables Online and Remote Deposit Capture For Access Online, we have webinars for each of our products in the Access Online family. Each webinar lasts between 15-90 minutes. Webinar registration is available via Access Online's Support/Education page.
- **Phone Training:** Customized one-on-one training conducted over the phone is offered to meet WFWV's unique needs for all Access Online products and services. To schedule a one-on-one session, you may contact Client Access Training at **(866-619-3055)**, Monday through Friday, 7:30 a.m. until 7:00 p.m. EST.

### 3.1.6.3 WFWV will be responsible for making networking changes deemed necessary and agreed upon by WFWV.

In addition, your dedicated onboarding specialist may assign additional staff to the implementation team if needed:

- One or more technical implementation specialists will work with the onboarding specialist to coordinate setup activities for your data file transmissions. The technical implementation specialists will assemble a team of production and systems experts to work closely with you throughout the process.
- A technical implementation specialist will discuss connectivity options, set up and test the connectivity link, and send test files.

### 3.1.6.4 WFWV will name a project manager who will be responsible for assembling WFWV project team and will be the focal point for all project issues.

For a successful implementation WFWV's project manager should assemble:

## Proposal to State of West Virginia

- Any necessary technical contacts and the support of your treasury and accounts receivable staff.
- The support of your technology and telecommunications staff, as well as any outside vendors you may be using, are required to set up a data or image transmission.
- Authorized signers should be available at the start of the project to sign documents and identify and approve security administrators.

3.1.7 The vendor will be responsible for testing all aspects of the new banking system prior to implementation. All test results will be documented in writing by the financial institution and will be verified and subject to acceptance by WFWV.

3.1.7.1 Testing will minimally consist of the following:

1. Transmission of electronic files to and from the vendor and WFWV.
2. Online activities to test transactions.
3. Connectivity tests (i.e. password access, data lines, etc.)

3.1.7.2 Test results will be documented in writing, presented to WFWV for review and subject to their written approval.

Your onboarding specialist is responsible for transmission options review and setup:

- File testing
- File security
- Providing test and reports to WFWV
- Examining all reports and elements of file testing and processing
- Updating all parties on progress

If a data transmission is required, our technical implementation specialist will contact WFWV's designated technical representative. Once connectivity is established, file layouts will be processed through our test system.

To provide a successful start-up, our technical implementation specialist will work with your systems group to finalize and test transmission formats.

- **Integration testing:** The Production Services team provides this service, which includes integration of WFWV-defined requirements into your installation. Additionally, this team provides unit testing of individual components based on your defined requirements. The result of this process is a complete and installable software release for use in further testing.
- **Factory testing:** The Quality Assurance team provides this service, which includes regression testing of the application and testing of the identified WFWV-defined requirements. Any rework or issues are resolved and retested prior to the solution's deployment at your site. The application is ready for testing at your site at the end of this process.

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- **User acceptance testing:** The Production Services team supports WFWV's user acceptance testing by installing and configuring the application on-site. Additionally, this team provides technical training for the installation process, as well as operational training to support your users of the application. Our Quality Assurance team coordinates the efforts of various groups to resolve issues that may arise during user acceptance testing. The product is accepted at the end of this process and is ready for production deployment.

WFWV's technical representatives and our technical implementation specialist will test both the communication links as well as the application (typically utilizing test data). All the setup requirements agreed on by you and our technical implementation specialist are captured in the Statement of Work document. At this point, your feedback is critical to confirm adherence to your specifications and readiness to go live.

Following testing and finalization of WFWV's processing instructions, we will begin to transition the setup into production. This portion of the process includes validation from both you and the bank in order to go live. You are briefed on service live dates, security administration instructions and other information you require for product use. For Receivables Online, this may also include first-time user training. J.P. Morgan requires one successful end-to-end test with WFWV prior to the go-live date.

### **3.1.7.3 The vendor must provide service coverage during the hours of 9:00 AM to 5:00 PM EST Monday through Friday**

Our Client Service Professionals are available during standard business hours Monday through Friday. In addition, our Commercial Banking Service Center offers extended hours of operation from 8:00 a.m. to 9:00 p.m. EST, Monday through Friday.

### **3.1.7.4 The vendor must provide two (2) hour call back during regular business hours of 9:00 AM – 5:00 PM EST.**

WFWV's investigation requests are acknowledged within two hours of receipt.

In addition, the Client Service and Technical Support teams provide ongoing support. These teams also provide training, usage and technical assistance via telephone.

### **3.1.7.5 The vendor must establish a primary operating facility at a single site through use of existing facilities, expansion of facilities or acquisition of a new facility.**

WFWV's banking relationship will be supported by Government Banking, a specialized industry group within J.P. Morgan Commercial Banking dedicated to working with state and local governments in the Midwest.

J.P. Morgan's operating facilities will not need to add capacity to support this opportunity with WFWV. The firm regularly performs volume planning and analysis of future growth.



## Proposal to State of West Virginia

**3.1.7.6** Unless herein specifically provided otherwise, the vendor must ensure that all required monthly reports must be received by WFWV by the 15th day of the month subsequent of the reporting period. For example, a report for the month of February must be received by WFWV by March 15th. In the event the 15th calendar day of the month falls on a weekend, the financial institution agrees to supply this analysis on the preceding Friday.

WFWV can access all monthly reports through Access Online via the 'Statements' and the 'Checks' functions.

- **Internet Bank Statements** are available within 2 to 3 business days after the statement cutoff date. Historical bank statements are available up to 7 years.
- **Account Analysis Statements** are available on the 6th business day after the close of the billing period. Historical analysis statements are available up to 13 months.
- **Account Reconciliation Reports** are available within 5 business days after the statement cutoff date. Check images and ARP reports are stored for 7 years (standard) with an option to extend retention up to 10 years.

**3.1.8** The vendor must provide the following mandatory requirements.

**3.1.8.1** The Federal Deposit Insurance Corporation (FDIC) must insure the financial institution. Proof of deposit insurance must be provided within forty-eight (48) hours of notice of award.

Deposits in JPMorgan Chase are insured by the FDIC as provided by law and regulation.

Certification can be found on the FDIC website. In **Bank Name**, enter: "JPMorgan Chase Bank, N.A." and click **Search**. <https://research.fdic.gov/bankfind/>

We have also provided an image of J.P. Morgan's FDIC Certification in the figure below.

# Proposal to State of West Virginia

FDIC Certification for JPMorgan Chase Bank, N.A.

DUPLICATE

## FEDERAL DEPOSIT INSURANCE CORPORATION WASHINGTON, D. C.

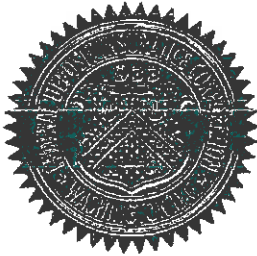
Hereby certifies that the deposits of each depositor in

**JPMORGAN CHASE BANK,  
NATIONAL ASSOCIATION**

**COLUMBUS**

**OHIO**

are insured to the maximum amount provided by the  
Federal Deposit Insurance Act



No: 628

In testimony whereof, witness my signature and the seal of the  
Corporation this 13TH day of NOVEMBER, 2004

Attest: Robert C. Johnson  
EXECUTIVE SECRETARY

Richard R. Frazier  
CHAIRMAN OF THE BOARD OF DIRECTORS

Figure 7

**3.1.8.2 The financial institution shall implement any FDIC Depositors Insurance Fund fee at the prevailing current published rate and charge through monthly analysis of qualifying accounts.**

J.P. Morgan charges a Balance Based Charge (BBC), which is a monthly administrative fee assessed to address various regulatory and other charges affecting the bank. The rate is set by the bank and subject to periodic review and adjustment. Since January 2, 2010, our BBC rate has been 0.13%.

As with other eligible fees, the monthly Balance Based Charge may be offset by earnings credit provided by J.P. Morgan. This charge is included in the monthly account analysis statements.

**3.1.8.3 The financial institution must have Automated Clearing House (ACH) receiving financial institution capabilities.**

J.P. Morgan is a Receiving Depository Financial Institution ("RDFI") and an Originating Depository Financial Institution ("ODFI") that complies with NACHA rules. The bank has provided ACH solutions to clients since the founding of the ACH

## Proposal to State of West Virginia

network in 1976. According to NACHA, J.P. Morgan has ranked consistently as a top originator and receiver of ACH transactions. In 2017, the ACH transaction volume was 6.5 billion, with a dollar amount of \$27 trillion. The received volume was 1.8 billion, with a dollar amount of \$5.3 trillion.

The bank has been a member of the National Automated Clearing House Association (NACHA) in the U.S. for more than 40 years. In addition, the bank's executives serve on several Federal Reserve Bank and private sector ACH task forces concerning processing, posting, settlement and finality of payment. J.P. Morgan is committed to ACH industry issues, closely monitoring regulatory and legal issues and is actively involved in developing industry processes to mitigate the rising risks associated with ACH payments.

J.P. Morgan is a member of NACHA and the EPN, shaping the future of ACH for the benefit of its clients.

### **3.1.8.4 The financial institution must conform to National Automated Clearing House Association (NACHA) rules.**

With representation on the Electronic Payments Network (EPN) Business Council, as well as membership in the National Automated Clearing House Association (NACHA), (EPN) and industry councils, J.P. Morgan is an expert, thought leader and driver of change in the payments industry—shaping the future of ACH for the benefit of its clients.

### **3.1.8.5 The financial institution must comply with all Federal and State Banking Regulations.**

JPMorgan Chase Bank, N.A. is subject to regulation and supervision by the Office of the Comptroller of the Currency (OCC) and is a member of the Federal Reserve System. Consequently, we comply with all applicable federal, state, and local laws and regulations.

### **3.1.8.6 The State shall have full and free use of all systems, products, and deliverables supplied by Purchase Order resulting from this CRFQ.**

The State will have full use of the systems, products, and deliverables supplied by J.P. Morgan as defined within the terms of the SLA between J.P. Morgan and WFWV.

### **3.1.8.7 WorkForce West Virginia will supply their own check drafts.**

If you print checks internally, you must adhere to our MICR specification sheets.

We require 20 voided sample checks for all new accounts, check reorders and updates to checks (i.e., signatures, dollar amounts, etc.) for MICR and image testing. The sample checks should be tested and approved prior to WFWV's production printing or your vendor's print production run. The sample test service level agreement is 48 business hours from date of receipt by the quality testing team. Allow adequate time for testing, as several rounds may be required.

### **3.1.8.8 Deposit Insurance (DIF) fees will be assessed to qualifying accounts at the standard published monthly rate.**

Agreed. All pricing is included in Exhibit A. Pricing Pages.

### 4. Contract Award

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#### Exhibit A. Pricing Pages

J.P. Morgan has submitted Exhibit A – Pricing Pages to the wvOASIS Vendor Self Service portal.

After further reconciliation of the calculations embedded in the excel spreadsheet, we have discovered item 21 in the spreadsheet is double counting the earnings credit allowance that has already been calculated in item 7 and item 18. We have omitted the entering of the earnings credit rate in item 21.

We also omitted entering a rate for item 23 for daily armored car/courier service. J.P. Morgan does not directly provide armored car/courier services for transporting deposits. WFWV would need to choose and contract with an approved armored car provider to pick up and deliver deposits to our Charleston, WV vault site. We work with Loomis, Garda, Dunbar and Brinks and can assist you in identifying an armored courier if needed.

We have included our pricing pro forma for reference to the detail service codes and service descriptions.

## Exhibit A - Pricing Page for WorkForce West Virginia Banking Services REVISED FOR ADDENDUM 2

(Note: All quantities are estimates.)

3/06/2019 Revised

	Unit of Measure	Unit Cost	Monthly Est. Qty	Month per Year	Extended Cost
<b>3.1.1 Banking Services for six (6) Benefit Accounts</b>					
1. Price per draft presented, edited, and paid <i>(Note: Estimated at 60,000 per calendar year.)</i>	Per Draft	0.255	5,000	12	15300.000
2. Stop payment per draft <i>(Note: Estimated at 360 per calendar year.)</i>	Per Draft	5	30	12	1800.000
3. Daily Balance/Reporting On-line	Service Fee	41.7	21	12	10508.400
4. Daily Reconcilement and Exception Report	Service Fee	5	21	12	1260.000
5. Other <i>(Note: Check-Imaging Cd ROM.)</i>	Per Draft	0.027	5,000	12	1620.000
6. Total for Benefit Accounts prior to Earnings Credit Rate Reduction <i>(Note: Add lines one (1) through five (5).)</i>					30488.400
7. Earnings Credit <i>(Note: Average ledger balance estimated at 1,350,000 per month.)</i> <i>*Vendor must enter rate as a decimal*</i> <i>Example: 3.5% entered in cell as .035.</i>	Percent/Rate	0.02	1,350,000	1	27000.000
8. Total for Benefit Accounts after Earning Credit Rate Reduction <i>(Line six (6) minus line seven (7).)</i>					3488.400
<b>3.1.3. Banking Services for two (2) Clearing Accounts</b>					
9. Price per draft presented, edited and paid <i>(Note: Deposits are made on a Daily Basis estimated to be 87,000 per calendar year.)</i>	Per Draft	0.207	7,250	12	18009.000
10. Price per Deposit/Item associated with CCD+ Addendum file accepted from TPA's. Files and deposits in Clearing Account A to be received on a quarterly basis <i>(Note: Estimated to be six (6) per quarter or 24 per year.)</i>	Per Deposit/Item	0.05	200	12	120.000
11. Price per CCD+ Addendum file accepted from TPA's Files and Deposits in Clearing Account A to be received on a quarterly basis. <i>(Note: Estimated to be six (6) per quarter or 24 per year.)</i>	Per File	0.05	2	12	1.200
12. Price per CCD+ Addendum file from TPA's balanced to deposit, and information transmitted to WorkForce West Virginia. Files and deposits in Clearing Account A to be received on a quarterly basis. <i>(Note: Estimated to be six (6) per quarter or 24 per year.)</i>	Per File	0.05	2	12	1.200
13. Price per draft for ACH debits and debit blocks.	Per File	0.0364	7,250	12	3166.800

14. Price for Authorized ACH Company ID.	Flat Fee	0.1	1	12	1.200
15. Price for ACH Debits Received.	Flat Fee	0.05	1	12	0.600
16. Daily Balance/Reporting On-line	Service Fee	32.2	21	12	8114.400
17. Total for Clearing Accounts prior to Earnings Credit Rate Reduction <i>(Note: Add line nine (9) through sixteen (16). )</i>					29414.400
18. Earnings Credit <i>(Note: Average ledger balance estimated at 1,670,000 per month.)</i> <i>*Vendor must enter rate as a decimal*</i> <i>Example: 3.5% entered in cell as .035.</i>	Percent/Rate	0.02	1,670,000	1	33400.000
19. Total for Clearing Accounts after Earnings Credit Rate Reduction <i>(Note: Line seventeen (17) minus line eighteen (18).)</i>					-3985.600
20. FDIC Deposit Insurance Fund (DIF) <i>(Note: Average ledger balance estimated at 3,020,000 per month.)</i> <i>(Note: FDIC Fee to be assessed to qualifying accounts at the standard published monthly rate. EXAMPLE: 9.1333% per \$1,000 on average ledger balances.)</i>	Rate	0.0013	3,020,000	1	3926.000
21. Earnings Credit <i>(Note: Average ledger balance estimated at 3,017,118 per month.)</i> <i>*Vendor must enter rate as a decimal*</i> <i>Example: 3.5% entered in cell as .035.</i>	Percent/Rate		3,017,118	1	0.000
22. Total FDIC for both Benefit and Clearing Accounts after Earnings Credit Rate Reduction. <i>(Note: Line twenty (20) minus line twenty-one (21).)</i>					3926.000
23. Daily Armored Car/Courier Service <i>(See Section 3.1.4.1 of RFQ for pickup location and time.)</i>	Flat Daily Rate		22	12	0.000
<b>GRAND TOTAL</b> <i>(Note: Add lines eight (8); line nineteen (19); and line twenty-two (22); and line twenty-three (23)).</i>					3428.800

**VENDOR IS REQUIRED TO ENTER THEIR TOTAL COST IN WVOASIS PRICING SECTION COMMODITY LINE A. IN ADDITION, VENDOR MUST ALSO SUBMIT THE EXHIBIT "A" PRICING PAGES PER THE DIRECTIONS IN SECTION 4.2 OF THE SPECIFICATIONS.**

**(NOTES VENDOR SHOULD BE AWARE OF: (1) WorkForce West Virginia supplies its own check drafts. (2) Costs/charges not specifically identified above will not be allowable. The above list contains all items for which the successful vendor will be permitted to charge under any resulting Purchase Order. (3) Attachments A & B are for example only showing what information the successful vendor will submit to the agency so that the agency will be in compliance with the reporting requirements from the Department of Labor.)**

**Proposal to State of West Virginia**

**J.P. Morgan Pricing Pro Forma**

# Pro Forma Analysis

March 2019

J.P.Morgan

Customer: State of WV Workforce

ECR Rate: 2.0000%

## Balance Analysis\*

Average Ledger Balance			\$3,017,118.00
Less Average Float			\$150,855.90
Average Collected Balance			\$2,866,262.10
Less Reserve Requirement	Rate	0.00%	\$0.00
Average Available Balance			\$2,866,262.10
Less Balance Required			\$3,136,426.75
Net Available Balance			-\$270,164.65
Earnings Credit Allowance	Rate	2.0000%	\$4,711.66
Total Charge for Services			\$5,155.77
Net Credit Amount			-\$444.11
	<b>Service Charge Amount:</b>		\$444.11

## Service Analysis\*

Service Description	Number of Units	Unit Price	Charge For Service	Balance Required
<b>ACCOUNT SERVICES</b>				
ACCOUNT MAINTENANCE	8	\$15.0000	\$120.00	\$73,000.00
ACCT MAINT-INT	0	\$35.0000	\$0.00	\$0.00
ACCT MAINT-INT ADJ BAL	0	\$75.0000	\$0.00	\$0.00
STATEMENT CYCLES	8	\$0.0000	\$0.00	\$0.00
POST NO CHECKS MAINTENANCE	0	\$2.0000	\$0.00	\$0.00
CREDIT POSTED- ELECTRONIC	0	\$0.0200	\$0.00	\$0.00
DEBIT POSTED - ELECTRONIC	0	\$0.0200	\$0.00	\$0.00
<b>Subtotal</b>			\$120.00	\$73,000.00
<b>AUTOMATED CLEARING HOUSE</b>				
TRANS REVIEW MAINTENANCE	0	\$15.0000	\$0.00	\$0.00
TRANS REVIEW FILTER EXCEPTION	0	\$0.0000	\$0.00	\$0.00
TRANS REVIEW REJECT - MANUAL	0	\$1.5000	\$0.00	\$0.00
ACH MAINTENANCE	0	\$12.0000	\$0.00	\$0.00
CREDIT ORIGINATED	7,250	\$0.0350	\$253.75	\$154,364.58
DEBIT ORIGINATED	0	\$0.0350	\$0.00	\$0.00
CREDIT RECEIVED	202	\$0.0500	\$10.10	\$6,144.17
DEBIT RECEIVED	2	\$0.0500	\$0.10	\$80.83
RETURN ITEM	0	\$1.5000	\$0.00	\$0.00
NOTIFICATION OF CHANGE	0	\$1.0000	\$0.00	\$0.00
RETURN NOTIFICATION - ONLINE	0	\$0.5000	\$0.00	\$0.00
NOTIF OF CHANGE - ONLINE	0	\$0.5000	\$0.00	\$0.00
RETURN ITEM REDEPOSIT	0	\$1.5000	\$0.00	\$0.00
CREDIT ORIGINATED - JPM ACCESS	0	\$0.0800	\$0.00	\$0.00
DEBIT ORIGINATED - JPM ACCESS	0	\$0.0800	\$0.00	\$0.00
JPM ACCESS ACH MAINTENANCE	0	\$50.0000	\$0.00	\$0.00
ACH BATCH/FILE PROCESSED	0	\$5.0000	\$0.00	\$0.00
ADDENDA RECORD ORIGINATED	0	\$0.0000	\$0.00	\$0.00
NOTIF OF CHANGE - EMAIL	0	\$0.5000	\$0.00	\$0.00
RETURN NOTIFICATION - EMAIL	0	\$0.5000	\$0.00	\$0.00
NOTIF OF CHANGE - TRANSM	0	\$0.7500	\$0.00	\$0.00
RETURN NOTIFICATION - TRANSM	0	\$0.7500	\$0.00	\$0.00
TRANSACTION BLOCK MAINTENANCE	2	\$5.0000	\$10.00	\$6,083.33
ACH TRANS BLOCK AUTHORIZED ID	1	\$0.1000	\$0.10	\$60.83
CQP CLIENT PROGRAM MAINTENANCE	0	\$150.0000	\$0.00	\$0.00
CQP TRANS DECLINE/EXPIRE	0	\$0.2000	\$0.00	\$0.00
CQP TRANS ACCEPTED	0	\$0.6500	\$0.00	\$0.00
TRANSACTION SUMMARY REPORT	0	\$5.0000	\$0.00	\$0.00
ACH ORIGINATED SAME DAY CREDIT	0	\$0.5000	\$0.00	\$0.00
ACH ORIGINATED SAME DAY DEBIT	0	\$0.5000	\$0.00	\$0.00
ACCESS ACH CREDIT - SAME DAY	0	\$0.7500	\$0.00	\$0.00
ACCESS ACH DEBIT - SAME DAY	0	\$0.7500	\$0.00	\$0.00
ACH UNAUTHORIZED ENTRY FEE	0	\$2.0000	\$0.00	\$0.00
<b>Subtotal</b>			\$274.05	\$166,713.75
<b>BAI/SWIFT/ISO REPORTING</b>				
H2H FILES TRANSMITTED OVER 67	0	\$0.0000	\$0.00	\$0.00
H2H CURRENT DAY MONTHLY SVC	1	\$50.0000	\$50.00	\$30,416.67
H2H ACCOUNTS REPORTED	8	\$25.0000	\$200.00	\$121,686.67
H2H CHECK ITEMS REPORTED	5,000	\$0.0700	\$350.00	\$212,916.67
H2H TRANS DETAIL REPORTED	1,900	\$0.0700	\$133.00	\$80,908.33
H2H NON-CHECK ITEMS REPORTED	7,250	\$0.0700	\$507.50	\$308,729.17
<b>Subtotal</b>			\$1,240.50	\$754,637.50
<b>BALANCE BASED CHARGES</b>				
BALANCE BASED CHARGES	1	\$322.3700	\$322.37	\$196,108.42
<b>Subtotal</b>			\$322.37	\$196,108.42
<b>BANKING CENTER SERVICES</b>				
BRANCH CREDITS POSTED	0	\$2.0000	\$0.00	\$0.00



BRANCH DEPOSIT-BAGGED COIN	0	\$5.0000	\$0.00	\$0.00
BRANCH ORDER - COIN ROLL	0	\$0.1500	\$0.00	\$0.00
BRANCH ORDER CURRENCY STRAP	0	\$0.5000	\$0.00	\$0.00
BRANCH DEPOSIT IN NON STD BAG	0	\$2.0000	\$0.00	\$0.00
BRANCH ORDER PROCESSED	0	\$3.0000	\$0.00	\$0.00
NIGHT DROP CASH VERIFICATION	0	\$0.0020	\$0.00	\$0.00
TELLER LINE CASH VERIFICATION	0	\$0.0035	\$0.00	\$0.00
<b>Subtotal</b>			\$0.00	\$0.00

<b>DEPOSITORY SERVICES</b>				
CHECK DEPOSITED-ON US	3,000	\$0.1000	\$300.00	\$182,500.00
CHECK DEPOSITED-TRANSIT	3,000	\$0.2200	\$660.00	\$401,500.00
IMAGE GROUP ONE	0	\$0.0300	\$0.00	\$0.00
ON-US STANDARD	0	\$0.0200	\$0.00	\$0.00
FILE TRANSMISSION REC.- VPN	0	\$3.0000	\$0.00	\$0.00
IMAGE GROUP TWO	0	\$0.0250	\$0.00	\$0.00
IMAGE GROUP TWO - TIER 2	0	\$0.0300	\$0.00	\$0.00
REMOTE DEPOSIT CAPTURE ITEM	0	\$0.1000	\$0.00	\$0.00
REMOTE DEPOSIT CAPTURE MAINT	0	\$25.0000	\$0.00	\$0.00
ON US PREMIUM	0	\$0.0400	\$0.00	\$0.00
IMAGE QUALITY SUSPECT ITEMS	0	\$0.2000	\$0.00	\$0.00
NON-CONFORMING IMAGE ITEMS	0	\$5.0000	\$0.00	\$0.00
ICL DEPOSIT EARLY	0	\$1.0000	\$0.00	\$0.00
CREDITS POSTED	0	\$1.0000	\$0.00	\$0.00
RETURN ITEM	50	\$5.0000	\$250.00	\$152,083.33
RETURN MULTIPLE LOCATIONS	0	\$0.6000	\$0.00	\$0.00
RETURN ALTERNATE ADDRESS	0	\$1.0000	\$0.00	\$0.00
RETURN DUPLICATE ADVICE	0	\$0.0000	\$0.00	\$0.00
RETURN DETAIL REPORTING	0	\$0.1500	\$0.00	\$0.00
RETURN ITEM REDEPOSIT	0	\$4.0000	\$0.00	\$0.00
RETURN MAKER NAME	0	\$0.6000	\$0.00	\$0.00
<b>Subtotal</b>			\$1,210.00	\$736,083.33

<b>DISBURSEMENT SERVICES</b>				
STOP PAYMENT - MANUAL	0	\$10.0000	\$0.00	\$0.00
STOP PAYMENT AUTOMATIC RENEWAL	0	\$2.0000	\$0.00	\$0.00
CHECK / DEBIT POSTED	5,000	\$0.0700	\$350.00	\$212,916.67
IMAGE TRANSMISSION PER ITEM	5,000	\$0.0150	\$75.00	\$45,625.00
IMAGE TRANSMISSION PER TRANS	6	\$10.0000	\$60.00	\$36,500.00
IMAGE STORAGE PER ITEM	5,000	\$0.0200	\$100.00	\$60,833.33
CHECK INQUIRY MAINTENANCE	6	\$10.0000	\$60.00	\$36,500.00
RECON REPORT / STATEMENT MAINT	0	\$0.0000	\$0.00	\$0.00
IMAGING MAINTENANCE	0	\$0.0000	\$0.00	\$0.00
EXCEPTION NOTIFICATION - ACCT	0	\$5.0000	\$0.00	\$0.00
STOP PAYMENT - ELECTRONIC	30	\$5.0000	\$150.00	\$91,250.00
<b>Subtotal</b>			\$795.00	\$483,625.00

<b>INT REC &amp; PAY - REPORT</b>				
RECEIVABLES MAINT - ONLINE	0	\$50.0000	\$0.00	\$0.00
LONG TERM STORAGE - CHECK	0	\$0.0200	\$0.00	\$0.00
<b>Subtotal</b>			\$0.00	\$0.00

<b>INTERNATIONAL SERVICES</b>				
DEPOSITED CHECK - CANADIAN	0	\$8.0000	\$0.00	\$0.00
<b>Subtotal</b>			\$0.00	\$0.00

<b>JPMORGAN ACCESS</b>				
MONTHLY SERVICE	1	\$40.0000	\$40.00	\$24,333.33
ACCOUNTS REPORTED	8	\$25.0000	\$200.00	\$121,666.67
MULTIBANK ACCOUNTS REPORTED	0	\$25.0000	\$0.00	\$0.00
TRANSACTIONS REPORTED - 90 DAY	2,000	\$0.0350	\$70.00	\$42,583.33
EXTENDED TRANSACTION DETAIL	0	\$0.0000	\$0.00	\$0.00
ACCT TRANSFER ITEM	1	\$1.0000	\$1.00	\$808.33
<b>Subtotal</b>			\$311.00	\$189,191.67

<b>RECONCILIATION SERVICES</b>				
FULL RECONCILEMENT - PER ITEM	5,000	\$0.0500	\$250.00	\$152,083.33
FULL RECONCILEMENT - MAINT	6	\$30.0000	\$180.00	\$109,500.00
PARTIAL RECONCILEMENT - MAINT	0	\$30.0000	\$0.00	\$0.00
PARTIAL RECONCILIATION-PER ITM	0	\$0.0500	\$0.00	\$0.00
PAYEE NAME VERIFICATION	0	\$0.0300	\$0.00	\$0.00
POSITIVE PAY MAINTENANCE	0	\$0.0000	\$0.00	\$0.00
EXCEPTION ITEM	0	\$3.0000	\$0.00	\$0.00
ISSUE INPUT FILE WITH RECON	6	\$3.0000	\$18.00	\$10,950.00
CHECK EXCEPTION RETURN	0	\$10.0000	\$0.00	\$0.00
OUTPUT FILE	21	\$5.0000	\$105.00	\$63,875.00
DATA ENTRY - MANUAL	0	\$2.5000	\$0.00	\$0.00
CD ROM - PER CD	0	\$50.0000	\$0.00	\$0.00
CD ROM MAINTENANCE	0	\$30.0000	\$0.00	\$0.00
IMAGE CAPTURE PER ITEM	5,000	\$0.0450	\$225.00	\$136,875.00
<b>Subtotal</b>			\$778.00	\$473,283.33

<b>VAULT SERVICES</b>				
VAULT DEPOSIT	21	\$2.0000	\$42.00	\$25,550.00
VAULT DEPOSIT ROLLED COIN	0	\$0.1500	\$0.00	\$0.00
VAULT ORDER COIN ROLLS	0	\$0.1000	\$0.00	\$0.00
VAULT ORDER - COIN ROLL BOX	0	\$0.0800	\$0.00	\$0.00
VAULT ORDER COIN BAG LOOSE	0	\$3.0000	\$0.00	\$0.00
VAULT DEPOSIT STD STRAP - NOTE	0	\$0.0150	\$0.00	\$0.00

VAULT DEP NON STD STRAP - NOTE	195	\$0.0300	\$5.85	\$3,558.75
VAULT DEPOSIT IN NON STD BAG	0	\$1.0000	\$0.00	\$0.00
VAULT STANDARD ORDERS	0	\$8.0000	\$0.00	\$0.00
VAULT ORDER CURRENCY STD STRAP	0	\$0.4000	\$0.00	\$0.00
VAULT EXPEDITED SPECIAL ORDERS	0	\$15.0000	\$0.00	\$0.00
VAULT ORDER CURR NON STD STRAP	0	\$0.0300	\$0.00	\$0.00
VAULT DEP PARTIAL OR MIXED BAG	0	\$6.0000	\$0.00	\$0.00
VAULT DEPOSIT STD COIN BAG	0	\$2.0000	\$0.00	\$0.00
VAULT DEPOSIT ADJUSTMENT	0	\$5.0000	\$0.00	\$0.00
SMART SAFE MAINTENANCE	0	\$30.0000	\$0.00	\$0.00
SMART SAFE ADVANCE CREDIT	0	\$3.0000	\$0.00	\$0.00
WEB CUR SVCS-DEPOSIT DETAILS	0	\$1.0000	\$0.00	\$0.00
WEB CUR SVC-VAULT TREND REPORT	0	\$2.0000	\$0.00	\$0.00
<b>Subtotal</b>			\$47.85	\$29,108.75

**WIRE - U.S.**

ELECTRONIC BOOK DEBIT S/T	4	\$3.0000	\$12.00	\$7,300.00
ELECTRONIC BOOK DEBIT REPAIR	0	\$4.0000	\$0.00	\$0.00
ELECTRONIC FED DEBIT S/T	3	\$6.0000	\$18.00	\$10,950.00
ELECTRONIC FED DEBIT REPAIR	0	\$7.0000	\$0.00	\$0.00
ELECTRONIC CHIP DEBIT S/T	0	\$6.0000	\$0.00	\$0.00
ELECTRONIC CHIP DEBIT REPAIR	0	\$7.0000	\$0.00	\$0.00
BOOK CREDIT	5	\$3.0000	\$15.00	\$9,125.00
FED CREDIT S/T	2	\$6.0000	\$12.00	\$7,300.00
FED CREDIT REPAIR	0	\$7.0000	\$0.00	\$0.00
CHIPS CREDIT S/T	0	\$6.0000	\$0.00	\$0.00
CHIPS CREDIT REPAIR	0	\$7.0000	\$0.00	\$0.00
ELECTRONIC ACC.CREDIT TRANSFER	0	\$0.0000	\$0.00	\$0.00
<b>Subtotal</b>			\$57.00	\$34,675.00

<b>Total Charge for Services</b>			<b>\$6,155.77</b>	<b>\$3,138,426.75</b>
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\* Volumes and Balances on this Pro Forma are estimated. Actual volumes and balances may be different, which will result in different charges than are specified above.

\*\* Denotes Service is a one-time charge and will not appear on customer statement on a monthly basis.

## Proposal to State of West Virginia

### 11. Miscellaneous:

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- 11.1 **Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

<b>Contract Manager:</b>	Greg Mullins, Relationship Manager
<b>Telephone Number:</b>	(859) 231-2618
<b>Fax Number:</b>	(859) 554-0302
<b>Email Address:</b>	<a href="mailto:greg.mullins@jpmorgan.com">greg.mullins@jpmorgan.com</a>

## Proposal to State of West Virginia

### Forms

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The completed forms listed below are provided on the following pages:

- Designated Contact and Certification and Signature
- Addendum Acknowledgment Form
- Purchasing Affidavit

**Proposal to State of West Virginia**

**Designated Contact and Certification and Signature**

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

*Greg Mullins, Authorized Officer*  
(Name, Title)  
Greg Mullins, Authorized Officer

201 E Main St, Floor 02, Lexington, KY 40507-2003  
(Printed Name and Title)  
201 E Main St, Floor 02, Lexington, KY 40507-2003

Phone: 859-231-2618 | Fax: 859-554-0302  
(Address)

greg.mullins@jpmorgan.com  
(Phone Number) / (Fax Number)  
greg.mullins@jpmorgan.com

(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

JPMORGAN CHASE BANK, N.A.

(Company)

*Greg Mullins, Authorized Officer*  
(Authorized Signature) (Representative Name, Title)

Greg Mullins, Authorized Officer

(Printed Name and Title of Authorized Representative)

3/4/19  
(Date)

Phone: 859-231-2618 | Fax: 859-554-0302

(Phone Number) (Fax Number)

**Proposal to State of West Virginia**

**Addendum Acknowledgment Form**

ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.: *WWV190000004*

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:  
(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

*J. P. MORGAN CHASE BANK, N.A.*  
Company

*[Signature]*  
Authorized Signature

*3/14/19*  
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.





Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 14 - Financial

Proc Folder: 550389

Doc Description: Addendum 1 - Banking services

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-03-04	2019-03-13 13:30:00	CRFQ 0323 WWW1900000004	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

J. P. Morgan Chase Bank, N.A.  
 201 East Main Street, Floor 2  
 Lexington, KY 40502-2003  
 (859) 231-2618

**FOR INFORMATION CONTACT THE BUYER**

Michelle L Childers  
 (304) 558-2063  
 michelle.l.childers@wv.gov

Signature X

FEIN # 13-4994650

DATE 3/14/19

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

**Addendum**

Addendum No. 1 issued to modify the bid opening date to March 13, 2019 at 1:30 PM to allow the agency more time to answer vendor questions.

End of Addendum  
\*\*\*\*\*

**Request for Quotation**

The West Virginia Purchasing Division is soliciting bids on behalf of WorkForce West Virginia ("WFWV") to establish an open-end contract for banking services for benefit distribution to our clients as well as clearing account functions. WFWV distributes benefits to clients who receive checks via Unemployment Compensation Benefit Payment, Trade Readjustment Act, Disaster Unemployment Act, Trade Adjustment Assistance Act, Alternate Trade Adjustment Assistance Act, and other special funds.

INVOICE TO		SHIP TO	
FISCAL AND ADMINISTRATIVE MANAGEMENT - 5301 WORKFORCE WEST VIRGINIA 1900 KANAWHA BLVD, EAST BLDG 3, 3RD FLOOR, SUITE 300 CHARLESTON WV25305 US		OFFICE OF ADMIN SUPPORT - 5302 WORKFORCE WEST VIRGINIA 1900 KANAWHA BLVD, EAST BLDG 3, 3RD FLOOR, SUITE 300 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Banking Services				

Comm Code	Manufacturer	Specification	Model #
84121500			

**Extended Description :**

Vendor MUST complete the ATTACHED Pricing Page, Exhibit A. If bidding electronically, vendor is to put \$0.00 on the commodity line in WVOasis, complete the Excel pricing page, and upload into WVOasis as an attachment. Only pricing submitted via Exhibit A pricing page will be evaluated for award.

**SOLICITATION NUMBER: CRFQ WWW1900000004**

**Addendum Number: 01**

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The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- | Modify bid opening date and time
- | Modify specifications of product or service being sought
- | Attachment of vendor questions and responses
- | Attachment of pre-bid sign-in sheet
- | Correction of error
- | Other

**Description of Modification to Solicitation:**

This addendum is issued to modify the solicitation per the attached documentation and the following:

1. To modify the bid opening date to March 13, 2019 at 1:30 PM to allow the agency more time to answer vendor questions.

No other changes.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: WWW1900000004**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

J.P. MORGAN CHASE BANK, N.A.  
Company

  
Authorized Signature

3/14/19  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.  
Revised 6/8/2012



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 80130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 14 - Financial

Proc Folder: 550389

Doc Description: Addendum 2 - Banking services

Proc Type: Central Master Agreement

Date issued	Solicitation Closes	Solicitation No	Version
2019-03-08	2019-03-15 13:30:00	CRFQ 0323 WV1900000004	3

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

J. P. Morgan Chase Bank, N.A.  
 201 East Main Street, Floor 2  
 Lexington, KY 40507-2003  
 (859) 231-2618

**FOR INFORMATION CONTACT THE BUYER**

Michelle L Childers  
 (304) 558-2063  
 michelle.l.childers@wv.gov

Signature X

*Greg Muller*

FEIN # 13-4994650

DATE

3/14/19

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

**Addendum**

Addendum No. 2 issued to for the following:

1. To publish the vendor questions and agency answers.
2. To publish and attach revised specifications, Exhibit A Pricing Page, and Exhibit B.
3. To modify the bid opening date to March 15, 2019 at 1:30 PM EST.

End of Addendum  
 .....

**Request for Quotation**

The West Virginia Purchasing Division is soliciting bids on behalf of WorkForce West Virginia ("WFWV") to establish an open-end contract for banking services for benefit distribution to our clients as well as clearing account functions. WFWV distributes benefits to clients who receive checks via Unemployment Compensation Benefit Payment, Trade Readjustment Act, Disaster Unemployment Act, Trade Adjustment Assistance Act, Alternate Trade Adjustment Assistance Act, and other special funds.

INVOICE TO		SHIP TO	
FISCAL AND ADMINISTRATIVE MANAGEMENT - 5301 WORKFORCE WEST VIRGINIA 1900 KANAWHA BLVD, EAST BLDG 3, 3RD FLOOR, SUITE 300 CHARLESTON WV25305 US		OFFICE OF ADMIN SUPPORT - 5302 WORKFORCE WEST VIRGINIA 1900 KANAWHA BLVD, EAST BLDG 3, 3RD FLOOR, SUITE 300 CHARLESTON WV 25305 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Banking Services				

Comm Code	Manufacturer	Specification	Model #
34121500			

**Extended Description :**

Vendor MUST complete the ATTACHED Pricing Page, Exhibit A. If bidding electronically, vendor is to put \$0.00 on the commodity line in WVOasis, complete the Excel pricing page, and upload into WVOasis as an attachment. Only pricing submitted via Exhibit A pricing page will be evaluated for award.

**SOLICITATION NUMBER: CRFQ WWW1900000004**

**Addendum Number: 02**

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The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

This addendum is issued to modify the solicitation per the attached documentation and the following:

1. To publish the vendor questions and agency answers.
2. To publish and attach revised specifications, Exhibit A Pricing Page, and Exhibit B.
3. To modify the bid opening date to March 15, 2019 at 1:30 PM EST.

No other changes.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A



**Vendor Questions and Agency Answers**  
**CRFQ WWV1900000004**  
**Banking Services**

**Q1) Exhibit A Pricing Page, 3.1.3, 10. Price per Deposit associated with CCD+ Addendum.... Should line item Number 10 Unit of Measure be listed as "PER FILE/ITEM", essentially indicating the cost of each item included in each file?**

**A1) The Unit of Measure definition has been corrected to reflect per "Deposit/Item" on Exhibit A.**

**Q2) Exhibit A Pricing Page, Item 23, Daily Armored Car, should the Monthly Estimated Quantity be listed as 31 or 20? Is the service fee for the calendar month or is it a fee for actual days of service (20 (sometimes 21) working days per month)?**

**A2) The Monthly Estimated Qty has been corrected to reflect 22 days which is the highest volume of working days in specific months.**

**Q3) Can you provide the pricing page, Exhibit A, as an Excel worksheet with the formulas for extending service totals?**

**A3) A copy of the excel worksheet can be obtained by contacting Michelle Childers at [Michelle.L.Childers@wv.gov](mailto:Michelle.L.Childers@wv.gov) . The Exhibit A Pricing Page REVISED FOR ADDENDUM 2 is attached and downloadable from [wvOASIS.gov](http://wvOASIS.gov) Vendor Self Service Portal at: <https://prod-fin-vss.wvoasis.gov/webapp/prdvss11/AltSelfService>**

- 1. Bottom left of the page <Public Access>**
- 2. Keyword Search: WWV19\***
- 3. CRFQ WWV19\*7 < Details>**
- 4. <Attachments>**
- 5. You can download information from these links.**

**Q4) General Terms and Conditions item 15. Banks cannot accept Credit Cards. Can the language be adjusted to provide payment by Check/Draft or ACH thus excluding P-Card payments?**

**A4) The WV State Auditor's Office has mandated that payment must be accepted via EFT or P-Card. In the event that banks are prohibited from accepting payment via P-Card, payment will be made by EFT.**

**Q5) 3.1.4.4 Rather than providing returns by messenger by 3:00 p.m., can the information be provided via on line access or secure email?**

**A5) Yes, this information can be transmitted by on line access or secure email. The RFQ 3.1.4.4 has been revised to reflect this change.**

**Q6) For the purposes of 3.1.4.12 and 3.1.4.14, and the remainder of this CRFQ, is it permissible that the information at the below link be used to access WV Collateral Rules and language? As defined on page 3 of the WV State Treasurer Collateral Policy and Procedures, dated January 2016, as detailed below, it appears there is an updated newer approved collateral rate of 102%?**

Is it sufficient, that Bank awarded provide collateral under current code and WV Treasurer Guidelines at a Rate of 102%, and in a manner as defined by the Current WV Treasury Guidelines?

<http://www.wvsto.com/Portals/wvtreasury/content/Legal/RFP-RFQ/BTI170000011/Attachment%2008%20CollateralPolicyandProceduresHandbook.pdf?ver=2017-06-13-104648-570>

*B. §12-1-5. Limitation on amount of deposits. The amount of state funds on deposit in any depository in excess of the amount insured by an agency of the federal government shall be secured by a deposit guaranty bond issued by a valid bankers surety company or by other securities acceptable to the treasurer in an amount of at least one hundred two percent of the amount on deposit. The value of the collateral shall be determined by the treasurer.*

*C. The amount of state funds in excess of insured amounts must at least be 102% of the market value of the pledge collateral.*

1. The value of collateral is determined by the safekeeping agent designated by the STO. This is currently Branch Banking and Trust Company (BB&T).

**A6) Sections 3.1.4.12 and 3.1.4.14 of the RFQ have been revised to reflect the correct information as required by the WV State Treasurer's Office.**

**Q7 Can WV Purchasing or WFWV provide the CRFQ response sheets in Microsoft Word and Excel (Exhibit A, with formulas) so that the instrument can be completed and returned in a common format?**

**A7) Please see response to Question three (3).**

**Q8) 3.1.1 3.1.3 What is the estimated total average collected balances in all your checking accounts?**

**A8) The information is provided on lines 7, 18, 20, and 21 of the Exhibit A – Pricing Page.**

**Q9) 3.1.4.15 How many Workforce employees will be originating wire transactions?**

**A9) WorkForce West Virginia estimates that approximately 12 employees may be originating wire transactions or would need access.**

**Q10) 3.1.4.3 Will Workforce deposit any cash in the vault?**

**A10) Yes**

**Q11) 3.1.4.3 What is the total number of checks deposited per month in the vault?**

**A11) WorkForce estimates that approximately 3,339 checks will be deposited on a monthly basis.**

**Q12) 3.1.4.5 What is the total monthly number CCD+ addenda records receive?**

**A12) Approximately 5 TPAs per Month and approximately 1,900 deposits per month.**

**Q13) 3.1.4.3 How many returned deposit items do you have month?**

**A13) Approximately 50 returned deposit items per month.**

**Q14) 3.1.4.3 Do you redeposit returned items?**

**A14) No, WorkForce does not redeposit returned items.**

**Q15) 3.1.4.6 Do you utilize both current day and prior day reporting?**

**A15) Yes**

**Q16) 3.1.4.7 Can you provide an analysis statement from your current bank provider?**

**A16) See Exhibit B – Income Expense Analysis**

**Q17) 3.1.4.7 How is the incumbent bank?**

**A17) BB&T Bank**

**Q18) 3.1.5.4 How do you send the daily check issue file to the bank? Direct Transmission or Web Portal?**

**A18) WorkForce uses direct transmission.**

**Q19) 3.1.5.4 If Workforce utilizes a direct transmission to send the daily check issue file to the bank, will you consider utilizing a web portal to upload?**

**A19) No**

**Q20) 3.1.4.3 Will Workforce consider scanning check deposits?**

**A20) No, WorkForce will not consider scanning check deposits.**

**Q21) 3.1.4.4 Will Workforce accept an electronic means to deliver insufficient funds checks and deposits errors with associated debits and credit slips?**

**A21) Yes, please refer to Question 5.**

**Q22) 3.1.4.15 How many wires do you estimate you will receive or send per month?**

**A22) WorkForce estimates that approximately 100 wires occur during any given month.**

**Q23) 3.1.4.10 How many ACH items per month does this represent?**

**A23) WorkForce estimates that approximately 50 ACH items occur during any given month.**

**Q24) 3.1.4.11 Do you utilize an ACH filter to block debits or an ACH Block?**

**A24) WorkForce prefers an ACH debit block.**

**Q25) 3.1.4.3, 3.1.4.5 Is it acceptable that Workforce employees log into our web portal and view the respective information instead of receiving an e-mail?**

**A25) No, WorkForce requires a balance sheet by email.**

**Q26) 3.1.5.4 The monthly check reconciliation transmittal file specs has no account number listed. How are you reconciling?**

**A26) Please refer to the chart listing specs in 3.1.5.4 of the RFQ.**

**Q27) Will you consider an extension of both the deadline for questions and the final proposal response, to allow enough time to receive answers to the questions and modify the response to the State?**

**A27) Per Addendum 1, bid opening was modified to allow extra time for the agency to answer the vendor questions and the vendor community to prepare responses.**

**Q28) We would like to provide a separate J.P. Morgan pricing pro forma, in the form of an appendix, as part of our response. This will provide more detailed and accurate service codes and prices for unbundled services. Can we provide this pro forma and not be disqualified from consideration?**

**A28) If you would like to provide a separate pricing pro forma, WorkForce would not disqualify you from consideration. However, if you do not provide the information requested in the format described in the RFQ and Exhibit A you would be disqualified.**

**Q29) Where would you prefer us to add value-added services that could help you drive some processing efficiencies?**

**A29) Please provide what is requested in the RFQ and Exhibit A.**

**Q30) 3.1.4.9 Are you referring to ACH originating credits or receiving credits?**

**A30) The ACH credits being referenced are incoming credits to WorkForce.**

**Q31) 3.1.7.5 Are you referring to a primary vault to receive the armored courier deposits or another type of facility?**

**A31) WorkForce requires a physical operating facility.**

**Q32) 3.1.8.7 Will you be printing your own checks at your facility with the financial institution's account number and ABA?**

**A32) Yes**

**Q33) Pricing Pages: Will you be printing your own checks at your facility with the financial institution's account number and ABA?**

**A33) Yes**

**Q34) Pricing Pages #9: Is this volume for checks only? The volume is the same as #13 which is for ACH?**

**A34) The volume of checks provided in column "Monthly Est. Qty" is an estimate and is correct as presented on the Pricing page. The narrative information has been corrected to "87,000 per calendar year."**

**Q35) Pricing Pages #13: Is this volume for originating ACH debits or receiving ACH debits?**

**A35) The volume for the originating ACH debt or receiving ACH debits is an estimate and is correct as presented on the Pricing page.**

**Q36) Pricing Pages #16: Is this volume for originating ACH debits or receiving ACH debits?**

**A36) The volume for originating ACH Debits or receiving ACH Debits provided is an estimate and is correct as presented on the Pricing page.**

**Q37) Pricing Pages: The RFP requests Wires. Where would the Wire volumes be located?**

**A37) Refer to Question 22.**

**Q38) Pricing Pages: Do you happen to know where I will find the volumes for the following:**

**Checks deposits from armored courier? Approximately 6,000 per month.**

**Cash and Coin deposits from armored courier? Approximately \$2,000.00 per month.**

**Account maintenance fees? Daily fee per account.**

**A38) Answers shown above.**

**Q39) Pricing Pages: If we have different units of measure for our pricing, how should we indicate the pricing? For instance, Online Reporting is calculated by the number of accounts and number of transactions. The Pricing Page only shows pricing by the number of days.**

**A39) Pricing must be submitted through the information listed in Exhibit A.**

**Q40) Section 3.1.2.2., United Bank would provide authorized WorkForce West Virginia staff electronic notification of any exception checks requiring a decision by 11:30 am daily. Authorized WFWV staff would access United Bank's secure treasury platform in order to view and effect decisions with regard to any exception items. Would this process fulfill the reporting requirements of this section?**

**A40) Yes**

**Q41) Section 3.1.2.3., United Bank would provide authorized WorkForce West Virginia staff secure access to our treasury services platform. Either full or partial reconciliation files would be immediately available at month-end to all authorized WFWV staff in order to download and extract the data. Would this process fulfill the reconciliation reporting requirements of this section?**

**A41) Yes**

**Q42) Section 3.1.2.3., The checks shall be listed in groups of one hundred items with the subtotals as well as a grand total at the end of the listing. Is this a requirement?**

**A42) Yes**

**Q43) Section 3.1.4.4., The financial institution will debit or credit to the account any insufficient funds checks and deposit errors and will return items with associated debit and credit slips to WFWV by messenger by 3:00 PM EST each day. Would electronic delivery of this information within the specified time parameters fulfill this requirement?**

**A43) Refer to the response listed in Question 5.**

**Specification Revisions for Addendum 2**  
**CRFQ WWV1900000004**  
**Banking Services**

**Revised From:**

- 3.1.4.4 The financial institution will debit or credit to the account any insufficient funds checks and deposit errors and will return items with associated debit and credit slips to WFWV by messenger by 3:00 PM EST each day.**

**Revised To:**

- 3.1.4.4 The financial institution will debit or credit to the account any insufficient funds checks and deposit errors and will return items with associated debit and credit slips to WFWV by messenger by 3:00 PM EST each day or through utilizing an on-line service or secure email.**

**Revised From:**

- 3.1.4.12 The financial institution shall agree that the highest daily ledger balance or the highest daily deposit, whichever is greater, in all accounts less the federally insured amount of \$250,000.00 or the current prevailing amount or the corresponding month of the preceding year will be collateralized so that such amount is never greater than 90% of the market value of collateralization. The collateral shall be equal to the sum of all account balances for WFWV. The determination of the initial collateralization will be a function of the daily ledger balance or the highest deposit; whichever is greater, for the corresponding month of the preceding year. According to West Virginia State Code 5A-3-(8) <http://www.legis.state.wv.us/WVCODE/Code.cfm> the financial institution agrees that liquidated damages shall be imposed at the rate of \$100.00 per day for failure to provide collateral requirements. This clause shall in no way be considered exclusive and shall not limit the State or WFWV's right to pursue any other available remedy. The Executive Director may waive this assessment in his judgment, if circumstances beyond the Control of the financial institution caused the collateral deficiency. Any such circumstances must be documented in writing and submitted to the Executive Director for consideration.**

**Revised To:**

- 3.1.4.12 The financial institution shall agree that the highest daily ledger balance or the highest daily deposit, whichever is greater, in all accounts less the federally insured amount of \$250,000.00 or the current prevailing amount or the corresponding month of the preceding year will be collateralized so that such amount is never greater than 102% of the market value of collateralization. The collateral shall be equal to the sum of all account balances for WFWV. The determination of the initial collateralization will be a function of the daily ledger balance or the highest deposit; whichever is greater, for the corresponding month of the preceding year. According to West Virginia State Code 5A-**



**3-(8) <http://wwwlegis.state.wv.us/WVCODE/Code.cfm> the financial institution agrees that liquidated damages shall be imposed at the rate of \$100.00 per day for failure to provide collateral requirements. This clause shall in no way be considered exclusive and shall not limit the State or WFWV's right to pursue any other available remedy. The Executive Director may waive this assessment in his judgment, if circumstances beyond the Control of the financial institution caused the collateral deficiency. Any such circumstances must be documented in writing and submitted to the Executive Director for consideration.**

**Revised From:**

**3.1.4.14 Acceptable forms of collateral must be in accordance with those provided in the Collateral Policy and Procedures Manual of 2009 as provided by the Office the West Virginia State Treasurer. <http://www.wvsto.com/dept/CashMgt/Documents/Outside%20Bank%20Accounts%20Policies%20and%20Procedures%20-%20Revised%203-4-10.pdf>**

**Revised To:**

**3.1.4.14 Acceptable forms of collateral must be in accordance with those provided in the Collateral Policy and Procedures Manual of January 2016 as provided by the Office the West Virginia State Treasurer. <https://www.wvsto.com/Portals/wvtreasury/content/Banking/Accounting/CollateralPolicyandProceduresHandbook.pdf>**

**Exhibit A - Pricing Page for WorkForce West Virginia Banking Services REVISED FOR ADDENDUM 2**

*(Note: All quantities are estimates.)*

*3/06/2019 Revised*

	Unit of Measure	Unit Cost	Monthly Est. Qty	Month per Year	Extended Cost
<b>3.1.1 Banking Services for six (6) Benefit Accounts</b>					
1. Price per draft presented, edited, and paid <i>(Note: Estimated at 60,000 per calendar year.)</i>	Per Draft		5,000	12	
2. Stop payment per draft <i>(Note: Estimated at 360 per calendar year.)</i>	Per Draft		30	12	
3. Daily Balance/Reporting On-line	Service Fee		21	12	
4. Daily Reconciliation and Exception Report	Service Fee		21	12	
5. Other <i>(Note: Check-Imaging Cd ROM.)</i>	Per Draft		5,000	12	
6. Total for Benefit Accounts prior to Earnings Credit Rate Reduction <i>(Note: Add lines one (1) through five (5).)</i>					
7. Earnings Credit <i>(Note: Average ledger balance estimated at 1,350,000 per month.)</i> <i>*Vendor must enter rate as a decimal*</i> <i>Example: 3.5% entered in cell as .035.</i>	Percent/Rate		1,350,000	1	
8. Total for Benefit Accounts after Earning Credit Rate Reduction <i>(Line six (6) minus line seven (7).)</i>					
<b>3.1.3. Banking Services for two (2) Clearing Accounts</b>					
9. Price per draft presented, edited and paid <i>(Note: Deposits are made on a Daily Basis estimated to be 87,000 per calendar year.)</i>	Per Draft		7,250	12	
10. Price per Deposit/Item associated with CCD+ Addendum file accepted from TPA's. Files and deposits in Clearing Account A to be received on a quarterly basis <i>(Note: Estimated to be six (6) per quarter or 24 per year.)</i>	Per Deposit/Item		200	12	
11. Price per CCD+ Addendum file accepted from TPA's Files and Deposits in Clearing Account A to be received on a quarterly basis. <i>(Note: Estimated to be six (6) per quarter or 24 per year.)</i>	Per File		2	12	
12. Price per CCD+ Addendum file from TPA's balanced to deposit, and information transmitted to WorkForce West Virginia. Files and deposits in Clearing Account A to be received on a quarterly basis. <i>(Note: Estimated to be six (6) per quarter or 24 per year.)</i>	Per File		2	12	
13. Price per draft for ACH debits and debit blocks.	Per File		7,250	12	

14. Price for Authorized ACH Company ID.	Flat Fee		1	12	
15. Price for ACH Debits Received.	Flat Fee		1	12	
16. Daily Balance/Reporting On-line	Service Fee		21	12	
17. Total for Clearing Accounts prior to Earnings Credit Rate Reduction (Note: Add line nine (9) through sixteen (16). )					
18. Earnings Credit (Note: Average ledger balance estimated at 1,670,000 per month.) *Vendor must enter rate as a decimal* Example: 3.5% entered in cell as .035.	Percent/Rate		1,670,000	1	
19. Total for Clearing Accounts after Earnings Credit Rate Reduction (Note: Line seventeen (17) minus line eighteen (18).)					
20. FDIC Deposit Insurance Fund (DIF) (Note: Average ledger balance estimated at 3,020,000 per month.) (Note: FDIC Fee to be assessed to qualifying accounts at the standard published monthly rate. EXAMPLE: 9.1333% per \$1,000 on average ledger balances.)	Rate		3,020,000	1	
21. Earnings Credit (Note: Average ledger balance estimated at 3,017,118 per month.) *Vendor must enter rate as a decimal* Example: 3.5% entered in cell as .035.	Percent/Rate		3,017,118	1	
22. Total FDIC for both Benefit and Clearing Accounts after Earnings Credit Rate Reduction. (Note: Line twenty (20) minus line twenty-one (21).)					
23. Daily Armored Car/Courier Service (See Section 3.1.4.1 of RFQ for pickup location and time.)	Flat Daily Rate		22	12	
<b>GRAND TOTAL</b> (Note: Add lines eight (8); line nineteen (19); and line twenty-two (22); and line twenty-three (23)).					

VENDOR IS REQUIRED TO ENTER THEIR TOTAL COST IN WVOASIS PRICING SECTION COMMODITY LINE A. IN ADDITION, VENDOR MUST ALSO SUBMIT THE EXHIBIT "A" PRICING PAGES PER THE DIRECTIONS IN SECTION 4.2 OF THE SPECIFICATIONS.

(NOTES VENDOR SHOULD BE AWARE OF: (1) WorkForce West Virginia supplies its own check drafts. (2) Costs/charges not specifically identified above will not be allowable. The above list contains all items for which the successful vendor will be permitted to charge under any resulting Purchase Order. (3) Attachments A & B are for example only showing what information the successful vendor will submit to the agency so that the agency will be in compliance with the reporting requirements from the Department of Labor.)

# Exhibit B

INCOME- EXPENSE ANALYSIS, UC FUND  
 BENEFIT PAYMENT ACCOUNT  
 \$ 009-001-4 NEW ACCT # 10000041118

MONTH 11  
 DAY 30  
 YEAR 2018

AS SHOWN BY THE BOOKS OF THE DEPOSITORY BANK BSBY - CHARLESTON, WV

MONTH						INCOME ANALYSIS	
Nov-18							
PRIOR MONTH BALANCE:		\$ 628,791.93				AVG. DAILY LEDGER BALANCE:	\$ 666,293.00
END OF MONTH BALANCE:		\$ 614,388.93				LESS: AVG. DAILY FLOAT:	\$ 6,129.00
BALANCES MAY NOT AGREE DUE TO ROUNDING							
						EXPENSE ANALYSIS	
	A	B	C	D	E	CHECKS ON ACCT:	
	AVG. DAILY LEDGER BALANCE	CREDITS TO ACCT.	AMOUNT	DEBITS TO ACCT.	AMOUNT	AT:	\$ 20.380
						# OF ITEMS:	682
						\$ 221.18	
TOTALS:	18,667,650.00	68	768,840.82	682	628,422.00	DEP ACCT USAGE FEE:	
						AT: \$	0.00018333
						# OF ITEMS:	686883
						\$ 67.36	
	Reporting/Reason Service Fee		CD ROM Fee				
	\$800.00		\$46.84				
						TOTAL COST:	\$ 1,233.16
						NET PROFIT/LOSS:	\$ (940.58)
SIGNATURE: <i>M. Holtz</i>						DATE: 12/17/18	

AS SHOWN BY THE BOOKS DEPOSITORY BANK: 8887 - CHARLESTON, WV

MONTH	DEPOSITS				DEBITS				DAILY LEDGER BALANCES
	A	B	C	D	E	F	G	H	
	TRANSIT ITEMS	LOCAL	CURRENCY & COIN	DAILY FLOAT	# ITEMS DEPOSITED	LOCAL	DEBITS TO ACCOUNT	AMOUNT	
Nov-2013	\$10,541,300.00	0.00	0.00	\$261,182.00	2,842	0.00	87	\$12,657,887.95	\$17,454,808.00
PRIOR MONTH BALANCE:									2,147,448.73
END OF MONTH BALANCE:									131,970.85
AVERAGE DAILY LEDGER BALANCE:									\$22,130.00
LESS: COMPENSATING BALANCE:									0.00
LESS: AVERAGE DAILY FLOAT:									369,182.00
AVERAGE DAILY COLLECTED BALANCE:									\$20,968.00
LESS 10% RESERVE REQUIREMENT:									\$2,096.80
AVERAGE DAILY LOANABLE BALANCE:									\$28,879.30
EARNINGS VALUE AT:									0.00%
									\$288.64
INCOME ANALYSIS									
EXPENSE ANALYSIS									
TRANSIT AT: \$0.300 # OF ITEMS: 2,842 \$768.60									
DEP ACCT USAGE FEE: 0.00018330 # OF ITEMS: 582,149 \$77.60									
On Line Reporting ACH Debits CCD+ Files									
Deposits 0 \$ -									
FDe \$40.00 \$22.00 \$10.00									
TOTAL COST:									\$1,218.20
Price Per Company ACH (Flat Fee)									\$ 20.00
Total CCD+ Files Charge									\$ 20.00
NET PROFIT/LOSS:									\$1,171.70

INCLUDED IN THE AVERAGE DAILY LEDGER BALANCE

SIGNATURE: *M. Held*

DATE: 12/17/13

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: WWW1900000004**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

J.P. MORGAN CHASE BANK, N.A.  
Company

  
Authorized Signature

3/14/19  
Date

**NOTE:** This addendum acknowledgement should be submitted with the bid to expedite document processing.  
Revised 6/8/2012

**Proposal to State of West Virginia**

**Purchasing Affidavit**

STATE OF WEST VIRGINIA  
Purchasing Division  
**PURCHASING AFFIDAVIT**

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: JPMORGAN CHASE BANK, N.A.

Authorized Signature: Tennis G. Mullins TENNIS G. MULLINS, Authorized Officer Date: 3/4/19

State of Kentucky

County of Fayette, to-wit:

Taken, subscribed, and sworn to before me this 4 day of March, 2019.

My Commission expires November 30, 2021.

AFFIX SEAL HERE



NOTARY PUBLIC

Samantha C. Perry

Purchasing Affidavit (Revised 01/19/2018)



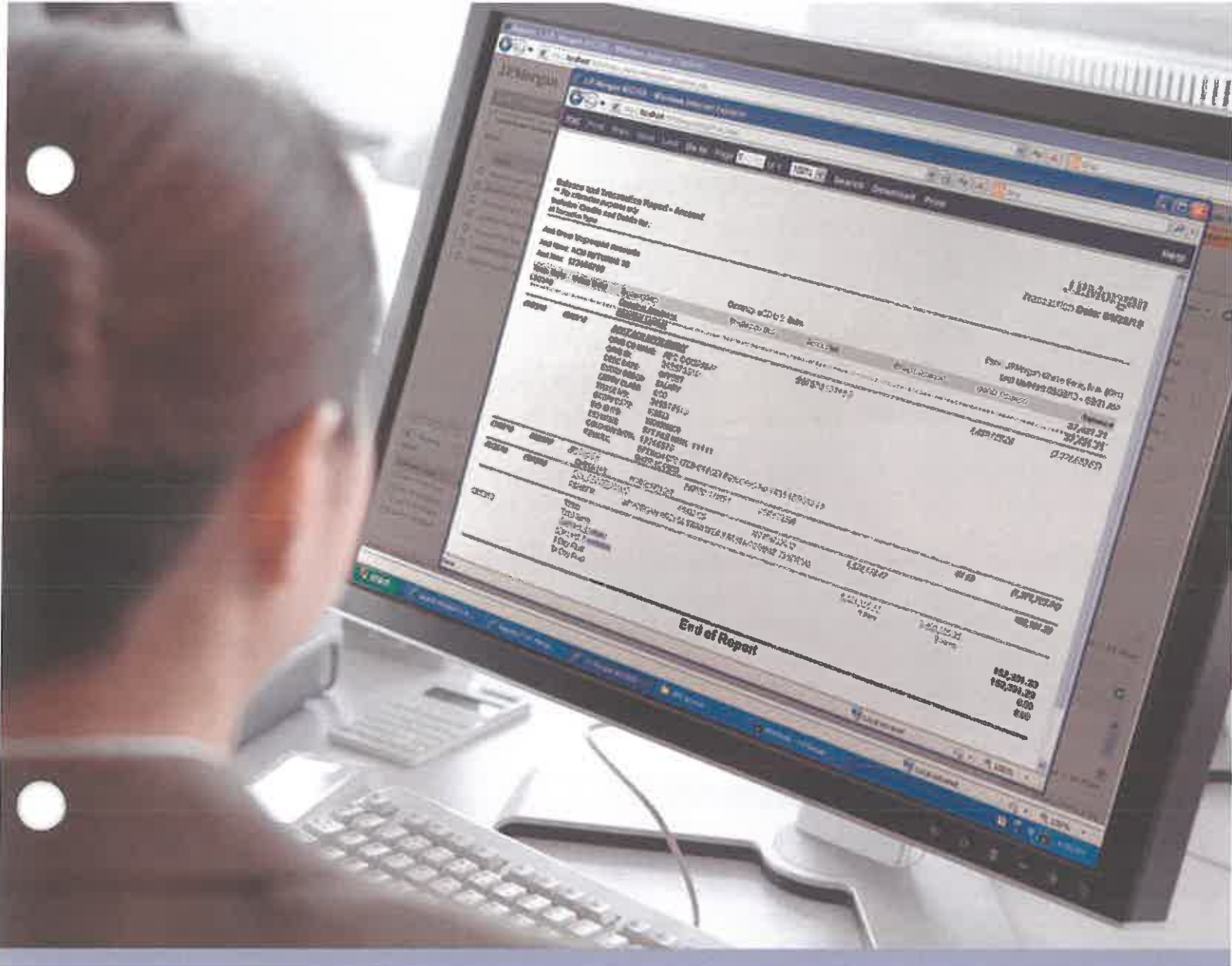
## **Proposal to State of West Virginia**

### **APPENDICES**

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- Appendix 1. J.P. Morgan Access Sample Reports Guide**
- Appendix 2. Sample ARP Reports**
- Appendix 3. Account Analysis Statement Guide**
- Appendix 4. Funds Availability Schedule**
- Appendix 5. Pledgee Agreement Forms**
- Appendix 6. Corporate Information Security Program Letter**
- Appendix 7. Recommended Changes / Additions**

**Appendix 1.**  
**J.P. Morgan Access**  
**Sample Reports Guide**



TREASURY SERVICES

# J.P. Morgan Access<sup>®</sup> Sample Reports Guide

April 2018

# J.P. Morgan Access® Reports

## Reporting made easy

The ability to share information quickly is critical in today's fast-paced business environment. Access provides a powerful reporting tool—one that delivers timely, accurate data through reports that are easy to create and review. You can analyze and manage cash flow, select the information you need and present and schedule reports from a single screen: Access Reports are customizable to fit your needs.

## Manage reports quickly and easily to save time

Access provides a simple way to manage reports. With just a few clicks, you can see a high-level snapshot of your balances or a comprehensive transaction history. Design reports to deliver information you need when you need it, enabling you to save time and make more informed cash management decisions.

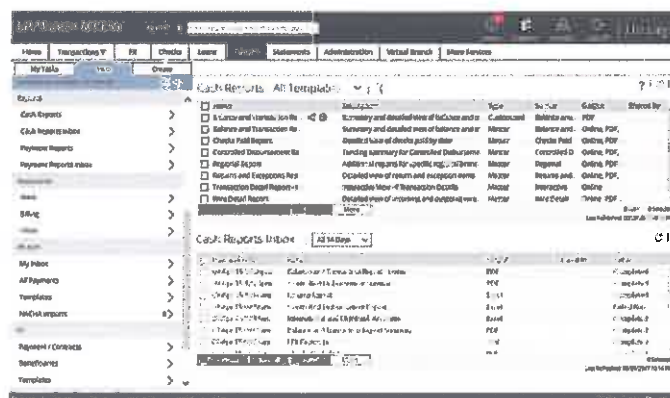
## Designed to work the way you do

View balances and transactions *your way* through Access Reports' comprehensive and customizable capability and flexible features and functions. You can now customize and schedule reports from a single screen, view your check and deposit images with corresponding transactions, and organize accounts into groups.

## Customized to fit your needs

Select a standard master format to run a report or tailor the report criteria to view the exact accounts, transactions and balances that you need. You can then share your customized report with recipients of your choice or schedule reports to run on a recurring basis.

Ten master formats form the foundation of the Access centralized reporting capability: Balance and Transaction, Transaction Detail – Interactive, Checks Paid, Controlled Disbursement, EDI, Regional, Returns and Exceptions, Wire Detail, Payment and Template. Each can be customized to create reports tailored to your specific criteria.



Examples of reports using these standard formats and also customized reports that have been tailored to show more specific information are provided on the pages that follow.

# Table of Contents

## A Quick Tour of Reports

Ten master formats form the foundation of the Access reporting capability. Each format can be customized to create reports tailored to your specific needs.

### 1

#### Balance and Transaction

Includes top-line balance and transaction summaries, detailed transaction records and time-specific data. Available for current-day, previous-day and date-range periods.

<b>Balance and Transaction</b> Account Report .....	5
<b>Balance and Transaction</b> Summary and Detail Report .....	6
<b>Balance and Transaction</b> Summary and Detail Report with Originated ACH Item Reconciliation .....	7
<b>Balance and Transaction</b> Summary Report .....	8
<b>Balance and Transaction</b> Detail Report .....	9
<b>Balance and Transaction</b> Location Report.....	10

### 2

#### Checks Paid

Includes detailed information about checks paid by date.

<b>Checks Paid</b> Report - Date .....	11
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### 3

#### Controlled Disbursements

Provides interim and final presentments and funding across all or selected disbursement sites, offering summary and detailed information.

<b>Controlled Disbursement</b> Summary and Detail Report .....	12
<b>Controlled Disbursement</b> Summary Report.....	13
<b>Controlled Disbursement</b> Detail Report .....	14

### 4

#### EDI

Provides detailed remittance and invoice information for electronic receivables or payments for a specific settlement date in Adobe® PDF or ANSI X12 820 formats.

<b>EDI</b> Payments with Invoices Report .....	15
<b>EDI</b> Payments Report.....	16

## 5 Regional

Reports designed for specific regional branches and their unique information needs. Only available for Asia based and other select accounts.

Check Status Report .....	17
Check Draft Collections Report.....	18
Direct Debit Report .....	19
Post Dated Check Report .....	20
Standard Collection Report.....	21
Withholding Tax Report .....	22

## 6 Returns and Exceptions

Provides a detailed view of your return items, including check returns, ACH returns and ACH Notification of Change (NOC).

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## 7 Transaction Detail Report - Interactive

Provides list view of transactions with several interactive features to customize the report in your way. Report also produces charts on transactions.

Transaction Detail Report - Interactive .....	24
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## 8 Wire Detail

Provides incoming and outgoing wire transaction information for Fedwire, CHIPS, SWIFT and Book Transfer, with complete advice-level detail. This report is also available by account.

Wire Detail Report - Date .....	25
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## 9 Payment

Provides payment transaction (wire, ACH and account transfer) information for current, pending and completed transactions originated by your company.

Payment Summary Report .....	26
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Payment Detail Report .....	27
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## 10 Template

Provides payment template information for all payment types by account. Transactions are displayed for each account separately.

Template Summary Report .....	28
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Template Detail Report .....	29
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# Balance and Transaction Account Report

# 1

Provides a detailed view of balance and transactions by account.

ABC Company								J.P.Morgan	
** All values are subject to verification and adjustments. **								Transaction Date: 28-Nov-2016	
Balance and Transaction Report - Account									
Includes Credits and Debits for: All Transaction Types		Report Settings: Only include Accounts with Activity, Include Multi-Byte and Accented Characters							
Account Group:	Operational Accounts							Last Updated:	28-Nov-2016
Account Name:	ABC Company								01:40 AM EST
Account Number:	35575912								
Currency:	USD - US Dollar								
Bank:	02100002 - JPMORGAN CHASE NEW YORK								
Tran Date	Value Date	Description	Customer Ref	Bank Ref	Credit Amount	Debit Amount	Balance		
28-Nov-2016		Opening Available					0.00		
		Opening Ledger					0.00		
28-Nov-2016	28-Nov-2016	CASH CNTRY TRN DB	355778912	ABCOABCDXF		22 573.75	(22 573.75)		
28-Nov-2016	28-Nov-2016	CHIPS CREDIT	188856789	ABCDGHIJFC	1 985.74		(20 385.01)		
28-Nov-2016	28-Nov-2016	FEDWIRE CREDIT	466889123	ABCDABCDFF	8 596.00		(11 392.01)		
28-Nov-2016	28-Nov-2016	SECURITY ADJUSTMENT	555512345	ABQYZABSY		33 291.69	(44 683.70)		
28-Nov-2016	28-Nov-2016	OTHER RECEIPTS	788823456	ABCDGHIJFY	44 563.13		(99.57)		
28-Nov-2016	28-Nov-2016	CHIPS CREDIT	088 XYZ NYC	ABCDABCFD	62.57		0.00		
		<b>Totals</b>			<b>85 665.44</b>	<b>55 665.44</b>			
		Total Items			4 Items	2 Items			
28-Nov-2016		Closing Ledger					0.00		
		Closing Available					0.00		
		1 Day Float					0.00		
		2+ Day Float					0.00		
<b>END OF REPORT</b>									
Balance and Transaction Report - Account									
Created On: 15-Feb-2017 05:41 AM EST									
								Page 1 of 1	

# Balance and Transaction Summary and Detail Report

# 1

Provides a summary and detailed view of balance and transactions by date.

**ABC Company**  
 \*\* All values are subject to verification and adjustments. \*\*  
**Balance and Transaction Report - Summary and Detail**

**J.P.Morgan**

---

Transaction Date: 28-Nov-2016

Includes Credits and Debits for:  
All Transaction Types

Report Settings:  
Only Include Accounts with Activity.  
Include Multi-Byte and Accented  
Characters

Account Group: Operational Accounts  
 Account Name: ABC Company  
 Account Number: 1bbb56789  
 Currency: USD - US Dollar  
 Bank: 02100002 - JPMORGAN CHASE NEW YORK

Last Updated:  
25-Nov-2016  
01:45 AM EST

SUMMARY	Ledger	Same Day	Next Day	2 Or More Days
Opening	0.00	0.00	0.00	0.00
Credits: (4)	55 865.44	55 665.44	0.00	0.00
Debits: (2)	55 665.44	55 665.44	0.00	0.00
Closing	0.00	0.00	0.00	0.00

---

SUMMARY OF OTHER BALANCES	
AVG CLOSING AVL BAL PREV MNTD	968.85
AVG CLOSING AVAILABLE BAL YTD	1.02
AVG CLOSING AVAILABLE BAL YTD	1 449.09
TOTAL FLOAT	0.00
AGGREGATE FLOAT ADJUSTMENT	0.00
CLOSING BALANCE - 3+ DAYS FLT	0.00
OPENING ON 29-Nov-2016	0.00
TOTAL INCOMING MONEY TRANSFERS	11 072.31
TOTAL SECURITY CREDITS	44 583.13
TOTAL SECURITY DEBITS	33 281.60
TOTAL ZERO BAL ACCOUNT DEBITS	22 373.75

---

**Credits**

Tran. Date	Value Date	Description	Customer Ref	Bank Ref.	Credit Amount	Report Time (ET)
28-Nov-2016	28-Nov-2016	FEDWIRE CREDIT	HK1bbb116PSUGWK3K	ABCABCDEFF1	8 986.00	02:57 PM
		S/R: STRAIGHT				
		YOUR REF : HK1bbb116PSUGWK3K				

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Balance and Transaction Report - Summary and Detail  
 Created On: 15-Feb-2017 05:56 AM EST

Page 1 of 3



Balance and Transaction Summary and Detail with Originated ACH Item Reconciliation

1

Provides batch and detail level information for originated ACH transactions (Please contact your J.P. Morgan representative to learn more and to be setup on this service. Provided this service is setup for your account, user will need to select "Include ACH Originated Items" in Data and Display tab in Create a new report format screen).

ABC CORP		J.P.Morgan				
** All values are subject to verification and adjustments. **						
Balance and Transaction Report - Summary and Detail						
Transaction Date: 03/13/2017		Prior Day				
<b>Includes Debits:</b> All Transaction Types		<b>Report Settings:</b> Only include Accounts with Activity, Include Multi-Byte and Accented Characters				
Account Name:	ABC CORP	Last Updated:				
Account Number:	1bbb56789		03/14/2017			
Currency:	USD - US DOLLAR		02:48 AM EDT			
Basic:	02100002 - JPMORGAN CHASE NEW YORK					
<b>SUMMARY</b>						
	Ledger:	Same Day	Next Day			
Opening	32,936,551.68	32,934,322.11	2,419.57			
Credits: (12)	1,774,168.10	1,433.53	1,672,125.54			
Debits: (4)	60,350.79	60,350.79	0.00			
Closing	34,650,368.99	32,838,015.85	1,674,545.51			
			2 Or More Days			
			0.00			
			88,005.63			
			0.00			
			88,005.63			
<b>SUMMARY OF OTHER BALANCES</b>						
AVG CLOSING AVL BAL PREV MNTH			39,117,135.66			
AVG CLOSING AVAILABLE BAL MTD			32,707,521.78			
AVG CLOSING AVAILABLE BAL YTD			40,750,847.10			
TOTAL FLOAT			1,752,552.14			
AGGREGATE FLOAT ADJUSTMENT			200.00			
CLOSING BALANCE - 3+ DAYS FLT			0.00			
OPENING ON 03/14/2017			34,502,552.36			
TOTAL ACH CREDIT			8,910.53			
TOTAL OTHER CHECK DEPOSITS			1,765,257.57			
ACH SETTLEMENT DEBITS			1,138.95			
TOTAL OUTGOING MONEY TRANSFER			52,173.48			
TOTAL ZERO BAL ACCOUNT DEBITS			7,038.36			
<b>Debits</b>						
<b>Tran. Date</b>	<b>Description</b>	<b>Customer Ref.</b>	<b>Bank Ref.</b>	<b>Debit Amount</b>	<b>Report Time (ET)</b>	
03/13/2017	DEBIT ACH SETTLEMENT	9bbb45678	0725444573TC	1,138.95	02:18 PM	
03/13/2017						
	CRIG CO NAME:	ABC CORP				
	CRIG ID :	9bbb45678				
	DESC DATE :	OFFSET				
	ENTRY DESCR :	CORP PAY				
	ENTRY CLASS :	CCD				
	TRACE NO :	021000025444573				
	ENTRY DATE :	170313				
	IND ID NO :	9bbb45678				
	IND NAME :	EFT FILE NAME: AXRGUY				
	COMPANY DATA:	170313 AXRGUY				
	REMARK :	EFT/ACH CREATED OFFSET FOR ORIGIN#9bbb45678 CO EFF DATE: 17/03/13				
	CRIG BANK :	JPMorgan Chase Bank, N.A. (NY)				
<b>Company Name</b>	<b>Company ID</b>	<b>Entry CLS</b>	<b>Company Description</b>	<b>EFF Entry Date</b>	<b>Batch Number</b>	<b>Batch Amount</b>
ABC CORP	9bbb45678	CCD	CORP PAY	03/13/2017	0000267	1,138.95
<b>DFI Bank</b>	<b>DFI Account</b>	<b>IND ID No</b>	<b>IND Name</b>	<b>Trace Number</b>		<b>Item Amount</b>
123123002	4bbb89123		ENGINEERING CO	021000020000001		1,130.05
123123002	4bbb89123		WESTERGREEN	021000020000002		8.90
Balance and Transaction Report - Summary and Detail						
Created On: 03/14/2017 10:09 AM EDT						
Page 1 of 2						

# Balance and Transaction Summary Report

# 1

Provides a summary view of balances by date.

<b>ABC Company</b>		<b>J.P.Morgan</b>		
** All values are subject to verification and adjustments. **				
<b>Balance and Transaction Report - Summary</b>				
Transaction Date: 28-Nov-2016				
Includes Credits and Debits for: All Transaction Types		Report Settings: Only Include Accounts with Activity		
Account Group:	Operational Accounts			Last Updated:
Account Name:	ABC Company			28-Nov-2016
Account Number:	1bbb56789			01:40 AM EST
Currency:	USD - US Dollar			
Bank:	02100002 - JPMORGAN CHASE NEW YORK			
<b>SUMMARY</b>				
	Ledger	Same Day	Next Day	2 Or More Days
Opening	0.00	0.00	0.00	0.00
Credits: (4)	55 665.44	55 665.44	0.00	0.00
Debits: (2)	55 665.44	55 665.44	0.00	0.00
Closing	0.00	0.00	0.00	0.00
<b>SUMMARY OF OTHER BALANCES</b>				
		968.86		
AVG CLOSING AVL BAL PREV MNTH		1.02		
AVG CLOSING AVAILABLE BAL MTD		1 449.09		
AVG CLOSING AVAILABLE BAL YTD		0.00		
TOTAL FLOAT		0.00		
AGGREGATE FLOAT ADJUSTMENT		0.00		
CLOSING BALANCE - 3+ DAYS FLT		0.00		
OPENING ON 28-Nov-2016		0.00		
TOTAL INCOMING MONEY TRANSFRS		11 672.31		
TOTAL SECURITY CREDITS		44 593.13		
TOTAL SECURITY DEBITS		33 291.69		
TOTAL ZERO BAL ACCOUNT DEBITS		22 373.75		
<b>END OF REPORT</b>				
Balance and Transaction Report - Summary				
Created On: 15-Feb-2017 06:00 AM EST				
				Page 1 of 1

# Balance and Transaction Detail Report

# 1

Provides a detailed view of transactions by date.

**ABC Company**  
\*\* All values are subject to verification and adjustments. \*\*  
**Balance and Transaction Report - Detail**

**J.P.Morgan**

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Transaction Date: 28-Nov-2016

Includes Credits and Debits for:  
All Transaction Types

Report Settings:  
Only Include Accounts with Activity,  
Include Multi-Byte and Accented  
Characters

Account Group: **Operational Accounts**  
 Account Name: **ABC Company**  
 Account Number: **366678912**  
 Currency: **USD - US Dollar**  
 Bank: **02100002 - JPMORGAN CHASE NEW YORK**

Last Updated:  
29-Nov-2016  
01:40 AM EST

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Credits

Tran Date	Value Date	Description	Customer Ref	Bank Ref	Credit Amount	Report Time (ET)
28-Nov-2016	28-Nov-2016	FEDWIRE CREDIT	AB10000PXYZAB11	ABCCABCDFE	8 896.00	02:57 PM
<p>S/R: STRAIGHT                      YOUR REF : HK126116PSJGWKSK                      REC FROM : ABC BANK USA, N.A. 000 STREET AVENUE NEW YORK NY 00001                      FED ID : 000000000                      B/O CUSTOMER: /566691234 XYZ RESEARCH CONSULTING CO., LTD ROOM 00C 11/F, ABC INSURANCE BLDG, HONG KONG ID.                      166656789                      B/O BANK : ABC HONG KONG GENERAL REMITTANCE ATTN: MGR NAME PO BOX 00 HONG KONG HONG KONG                      ACCT PARTY : /466689123 NAME XYZ                      REMARK : PAYMENT /CHGS/USD25,CJ /B/F/FW 000000000 XYZ BANK 000 7TH AVENUE, NEW YORK, NY 10001 UNITED STATES                      0001 REF 900045678                      FED TIME : 13:19                      REC GFP : 11281819                      MRM SEQ : 333420627                      FED REF : 0300 B1Q0000C 033141 **VIA FED**</p>						
28-Nov-2016	28-Nov-2016	CHIPS CREDIT	0000USABC100000	5966800333FC	1 985.74	07:50 AM
<p>S/R: STRAIGHT                      YOUR REF : 0000USABC100000                      REC FROM : ABCDABC BANK 0000 AVENUE OF THE STREETS NEW YORK NY 00001                      B/O CUSTOMER: /266667891 NAME, SRINAGAR KASHMIR INDIA                      B/O BANK : XYZ BANK LTD ABC BRANCH SRINAGAR SRINAGAR INDIA</p>						

Balance and Transaction Report - Detail  
 Created On: 15-Feb-2017 06:11 AM EST

Page 1 of 3

# Balance and Transaction Location Report

1

Provides a detailed view of balance and transactions by location.

ABC Company				J.P.Morgan		
** All values are subject to verification and adjustments. **				Transaction Date: 28-Nov-2016		
Balance and Transaction Report - Location						
Includes Credits and Debits for: All Transaction Types			Report Settings: Only Include Accounts with Activity. Include Multi-Byte and Accented Characters			
Account Group:	Operational Accounts				Last Updated:	
Account Name:	ABC Company				29-Nov-2016	
Account Number:	8bbb34567				03:12 AM EST	
Currency:	USD - US Dollar					
Bank:	02100002 - JPMorgan Chase Bank, N.A. (OH)					
28-Nov-2016	Opening Available				2,443,986.50	
	Opening Ledger				2,443,986.50	
<b>Credits</b>						
Tran Date	Value Date	Description	Customer Ref	Bank Ref	Credit Amount	
28-Nov-2016	28-Nov-2016	EFT CREDIT ORIG CO NAME : XYZ SERVICE	2bbb67891	ABCDARCDTC	406.55	
<b>Total Credits for Location:</b>					2467	406.55
						1 item
<b>Total Credits</b>					406.55	1 item
<b>Debits</b>						
Tran Date	Value Date	Description	Customer Ref	Bank Ref	Debit Amount	
28-Nov-2016	28-Nov-2016	ZBA DEBIT TRANSFER FUNDING XFER TO 6bbb12345	6bbb12345	ABCDEF11	7,507.36	
<b>Total Debits for Location:</b>					6bbb12345	7,507.36
						1 item
<b>Total Debits</b>					7,507.36	1 item
28-Nov-2016		Closing Ledger				2,436,887.79
		Closing Available				2,436,887.79
		1 Day Available:				0.00
		2+ Days Available:				0.00
Balance and Transaction Report - Location				Created On: 15-Feb-2017 08:21 AM EST		
				Page 1 of 2		

## Checks Paid Report - Date

Provides a detailed view of checks paid by date.

ABC Company

\*\* All values are subject to verification and adjustments \*\*

Checks Paid Report - Date

J.P.Morgan

Transaction Date: 26-Nov-2016

**Report Settings:**

Only Include Accounts with Activity,  
Include Multi-Byte and Ascended

Sort Order:

Ascending Check Number

**Parameters**

Account Group: Ungrouped Accounts  
 Account Name: ABC Company  
 Account Number: 888812345  
 Currency: USD US Dollar  
 Bank: 02100002 - JPMORGAN CHASE NEW YORK

Last Updated:  
29-Nov-2016  
03:12 AM EST

	Check Amount	Check Number	Bank Reference
	450.44	122771	ABCDEABC
	125.88	122959	XYZABCDE
	67.07	122963	ABCDEF11
	1 300.97	122971	ABCDEAB1
	900.00	122972	WXYZABC2
	991.00	122974	BCDFASCD
	2 000.00	122987	ABCXYZF1
	1 672.00	122989	ZABCDABC
<b>Total</b>	<b>8 Items</b>	<b>7 507.36</b>	<b>USD</b>

**ALL DATES TOTALS**

**Total**                      **8 Items**                      **7 507.36**    **USD**

**END OF REPORT**

# Controlled Disbursement Summary and Detail Report

3

Provides a funding summary and details for controlled disbursement accounts.

## ABC CORP

\*\* All values are subject to verification and adjustments. \*\*

### Controlled Disbursement Report - Summary and Detail

J.P.Morgan

Transaction Date: 03/14/2017

**Report Settings:**

Only include Accounts with Activity

**Sort Order:**

Amount Descending

Bank: 04400003 - JPMorgan Chase Bank, N.A. (OH)

FINAL PRESENTMENT

Account Name: ABC CORP

Last Updated:

Account Number: 6bbb12345

03/14/2017

Currency: USD US DOLLAR

09:50 AM EDT

**SUMMARY**

	Items	Amount
Total Checks Presented	51	92,293.30
First Check Presentment	49	91,043.30
Second Check Presentment	2	1,250.00
Net Adjustments / Others		0.00
Net Electronic Transactions	2	0.15
Opening Ledger		0.00
Target Balance		0.00
Prior Day Late Presentment		0.00
Funding Requirement As Of 09:50 AM EDT		92,293.45

**CHECKS PRESENTED**

Customer Ref.	Amount
712900	15,000.00
712301	14,627.00
712303	10,500.00
734120	10,124.15
734248	9,000.00
734112	5,628.16
734243	3,328.52
734256	1,942.55
733997	1,844.23
734179	1,667.00
734012	1,610.00
733114	1,196.67
734150	1,050.00
730290	1,000.77
734091	1,000.00
95695	1,000.00
734166	816.00
734211	787.50

# Controlled Disbursement Summary Report

3

Provides a funding summary for controlled disbursement accounts.

<b>ABC CORP</b>		<b>J.P.Morgan</b>	
** All values are subject to verification and adjustments. **		Transaction Date: 03/14/2017	
<b>Controlled Disbursement Report - Summary</b>			
<b>Report Settings:</b>	<b>Sort Order:</b>		
Only Include Accounts with Activity	Amount Descending		
<b>Bank:</b>	04400003 - JPMorgan Chaso Bank, N.A. (OH)	<b>FINAL PRESENTMENT</b>	
<b>Account Name:</b>	ABC CORP	<b>Last Updated:</b>	
<b>Account Number:</b>	8bbb12345	03/14/2017	
<b>Currency:</b>	USD US DOLLAR	09:50 AM EDT	
<b>SUMMARY</b>			
	<b>Items</b>	<b>Amount</b>	
Total Checks Presented	51	92,293.30	
First Check Presentment	49	91,043.30	
Second Check Presentment	2	1,250.00	
Net Adjustments / Others		0.00	
Net Electronic Transactions	2	0.15	
Opening Ledger		0.00	
Target Balance		0.00	
Prior Day Late Presentment		0.00	
Funding Requirement As Of 09:50 AM EDT		<b>92,293.45</b>	
<b>04400003 - JPMORGAN CHASE BANK, N.A. (OH) TOTAL, FINAL FUNDING, 03/14/2017</b>			
	<b>Items</b>	<b>Amount</b>	
Total Checks Presented	51	92,293.30	
First Check Presentment	49	91,043.30	
Second Check Presentment	2	1,250.00	
Net Adjustments / Others		0.00	
Net Electronic Transactions	2	0.15	
Opening Ledger		0.00	
Target Balance		0.00	
Prior Day Late Presentment		0.00	
Funding Requirement As Of 09:50 AM EDT		<b>92,293.45</b>	
<b>GRAND TOTAL, FINAL FUNDING, 03/14/2017</b>			
	<b>Items</b>	<b>Amount</b>	
Total Checks Presented	51	92,293.30	
First Check Presentment	49	91,043.30	
Second Check Presentment	2	1,250.00	
Net Adjustments / Others		0.00	
Net Electronic Transactions	2	0.15	
Opening Ledger		0.00	
Target Balance		0.00	
Prior Day Late Presentment		0.00	
Funding Requirement		<b>92,293.45</b>	
<b>END OF REPORT</b>			
Controlled Disbursement Report - Summary			
Created On: 03/16/2017 04:57 AM EDT		Page: 1 of 1	

# Controlled Disbursement Detail Report

3

Provides paid check details for controlled disbursement accounts.

**ABC CORP**  
\*\* All values are subject to verification and adjustments. \*\*  
**Controlled Disbursement Report - Detail**

**J.P.Morgan**  
Transaction Date: 03/14/2017

Report Settings: Only Include Accounts with Activity  
Sort Order: Amount Descending

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Bank: 04400003 - JPMorgan Chase Bank, N.A. (OH) FINAL PRESENTMENT

Account Name: ABC CORP Last Updated: 03/14/2017  
Account Number: 666612345 09:50 AM EDT  
Currency: USD US DOLLAR

Customer Ref.	Amount
<b>CHECKS PRESENTED</b>	
712300	15,000.00
712301	14,627.00
712303	10,500.00
734120	10,124.15
734248	9,000.00
734112	5,628.16
734243	3,328.52
734256	1,942.55
733997	1,844.23
734179	1,667.00
734012	1,610.00
733114	1,153.67
734150	1,050.00
730250	1,000.77
734091	1,000.00
95695	1,000.00
734166	816.00
734211	787.50
734156	729.41
734134	720.00
733826	671.38
734184	665.28
733815	614.74
734119	576.00

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Controlled Disbursement Report - Detail  
Created On: 03/16/2017 04:58 AM EDT Page 1 of 3



Provides detailed remittance and invoice information for electronic receivables or payments for a specific settlement date in Adobe® PDF or ANSI X12 820 (text) formats.

<p><b>ABC CORP</b>                  ** All values are subject to verification and adjustments. **</p> <p><b>EDI Report - Payments with Invoices</b></p> <p>Account Group: ABC Corp Accounts                  Account Name: ABC CORP                  Account Number: 5bbb91234                  Bank: 12400154 - JPMORGAN CHASE BANK, NA (UT)</p>	<p><b>J.P.Morgan</b></p> <p>Transaction Date: 03/16/2017</p> <p>Last Updated: 03/16/2017 04:41 EDT</p>
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ABC CORP

```

*****
* CREDIT AMOUNT:      $16.40   DATE: 03/16/2017   METHOD: ACH CCD
* RECEIVER- ABA: 1bbb56789          ACCT: 00000005bbb91234
* SENDER-  NAME: BUSINESS 1231234    ID: 1bbb56789
*           ABA: 012300123           ACCT: 0000001bbb56789
*****
* PAYMENT LEVEL INFORMATION *****
* NOTE:      ZZZ*ACH TRACE NUMBER:000009bbb45678
* NOTE:      ZZZ*ACH COMPANY ENTRY DESCRIPTION:REPAYMENT
* TRACE:     1*000009bbb45678 *1bbb56789 *PRETAX BEFEFIT TRANS
* REFERENCE: BT*8888888
* REFERENCE: TN*000009bbb45678 *TRACE NUMBER FROM THE ACH PAYMENT
* DATE/TIME: 009*20170316
* NAME:      PR*BUSINESS 1231234*91*1bbb56789
*****
* INVOICE INFORMATION *****
* ENTITY:    1
* NM1*PE*3*ABC CORP*****91*000002bbb67891
* NAME:      PE*ABC CORP*****91*000002bbb67891
* INVOICE:   $0.00   DISCOUNT:          $0.00   NET:          $0.00
* REKIT:     TN *091310521397786
*****
* DEBIT AMOUNT:      $37.58   DATE: 03/16/2017   METHOD: ACH CCD
* RECEIVER- ABA: 1bbb56789          ACCT: 00000005bbb91234
* SENDER-  NAME: BUSINESS 1231234    ID: 1bbb56789
*           ABA: 012300123           ACCT: 0000001bbb56789
*****
* PAYMENT LEVEL INFORMATION *****
* NOTE:      ZZZ*ACH TRACE NUMBER:000009bbb45678
* NOTE:      ZZZ*ACH COMPANY ENTRY DESCRIPTION:REPAYMENT
* TRACE:     1*000009bbb45678 *1bbb56789
* REFERENCE: BT*8888888
* REFERENCE: TN*000009bbb45678 *TRACE NUMBER FROM THE ACH PAYMENT
* DATE/TIME: 009*20170316
* NAME:      PR*BUSINESS 1231234*91*1bbb56789
*****
* INVOICE INFORMATION *****
* ENTITY:    1
* NM1*PE*3*ABC CORP*****91*2bbb67891
* NAME:      PE*ABC CORP*****91*2bbb67891
* INVOICE:   $0.00   DISCOUNT:          $0.00   NET:          $0.00
* REKIT:     TN *9bbb45678
*****
    
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EDI Report - Payments with Invoices  
 Created On: 03/17/2017 02:06 CDT Page 1 of 3

Provides summary of remittance information for electronic receivables or payments for a specific settlement date in Adobe® PDF format.

<p><b>ABC CORP</b>  <small>** All values are subject to verification and adjustments. **</small></p> <p><b>EDI Report - Payments</b></p> <p>Account Name: MAIN OPERATING ACCT                  Account Number: 5bbb91234                  Bank: 12400154 - JPMORGAN CHASE BANK, NA (UT)</p>	<p><b>J.P.Morgan</b></p> <p>Transaction Date: 03/20/2017                  Last Updated: 03/22/2017 04:31 AM EDT</p>
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ABC CORP

*****			
* CREDIT AMOUNT:	\$16.40	DATE: 03/16/2017	METHOD: ACH CCD
* RECEIVER- ABA:	1bbb56789	ACCT: 00000005bbb91234	*
* SENDER- NAME:	BUSINESS 1231234	ID: 1bbb56789	*
* ABA:	012300123	ACCT: 0000001bbb56789	*
***** PAYMENT LEVEL INFORMATION *****			
* NOTE:	ZZZ*ACH TRACE NUMBER:000009bbb45678		
* NOTE:	ZZZ*ACH COMPANY ENTRY DESCRIPTION:REPAYMENT		
* TRACE:	1*000009bbb45678 *1bbb56789 *PRETAX BENEFIT TRANS		
* REFERENCE:	BT*8888888		
* REFERENCE:	TN* 000009bbb45678 *TRACE NUMBER FROM THE ACH PAYMENT		
* DATE/TIME:	009*20170316		
* NAME:	PR*BUSINESS 1231234*91*1bbb56789		
*****			
* DEBIT AMOUNT:	\$37.50	DATE: 03/16/2017	METHOD: ACH CCD
* RECEIVER- ABA:	1bbb56789	ACCT: 00000005bbb91234	*
* SENDER- NAME:	BUSINESS 1231234	ID: 1bbb56789	*
* ABA:	012300123	ACCT: 0000001bbb56789	*
***** PAYMENT LEVEL INFORMATION *****			
* NOTE:	ZZZ*ACH TRACE NUMBER:000009bbb45678		
* NOTE:	ZZZ*ACH COMPANY ENTRY DESCRIPTION:RELPAYMENT		
* TRACE:	1*000009bbb45678 *1bbb56789		
* REFERENCE:	BT*8888888		
* REFERENCE:	TN* 000009bbb45678 *TRACE NUMBER FROM THE ACH PAYMENT		
* DATE/TIME:	009*20170316		
* NAME:	PR*BUSINESS 1231234*91*1bbb56789		
*****			

<p>EDI Report - Payments                  Created On: 03/22/2017 05:42 AM CDT</p>	<p>Page 1 of 2</p>
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# Regional Report - Check Status

5

Provides the status and other information for issued checks and drafts. Only available for Asia based and other select accounts.

**XYZ Corp**

**J.P.Morgan**

\*\* All values are subject to verification and adjustments. \*\*

**Regional Report - Check Status**

Issue Date: All  
Presented Date Range: 03/01/2017 - 03/02/2017

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Check Type: Bank Check, Bank Draft, Corporate Check  
Check Status: AB  
Delivery Method: A:  
Transaction CCY: A:

Data Display: Only include Accounts with Activity  
Page Break by Account  
Include Multi-Byte and Accented Characters  
Confidential and Non-Confidential  
Check Number, Ascending

---

Account Group: Ungrouped Accounts  
Account Name: XYZ CORP  
Account Number: 6bbb12345  
Currency: THB BAH  
Bank: CHASTHBB - JPMorgan Chase Bank, NA Thailand

Last Updated:  
11/30/2016  
11:12 PM GMT+05:30

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Additional Transaction Data		Amount & Dates		Name & Account Details	
Check Type:	Bank Check		THB 3,426.89	Payer Name:	NAME
Check Status:	Outstanding	Issue Date:	11/21/2016	Issuing Bank:	XYZBANK
Check Number:	2bbb67891	Value Date:	11/21/2016	Delivery Method:	MPR - Messenger to Payer
Transaction:	000000055062271	Effective Date:	11/21/2016	Delivery Status:	Confidential: No
Customer Ref.:	3bbb78912	Delivery Date:		By Order Of:	XYZ (THAILAND) CO., LTD.
Airway Bill:		Check Date:	11/21/2016		
Payable at Location:					
<hr/>					
Check Type:	Bank Check		THB 7,176.00	Payer Name:	NAME
Check Status:	Outstanding	Issue Date:	11/25/2016	Issuing Bank:	XYZBANK
Check Number:	3bbb78912	Value Date:	11/25/2016	Delivery Method:	MPR - Messenger to Payer
Transaction:	000000055245896	Effective Date:	11/25/2016	Delivery Status:	Confidential: No
Customer Ref.:	2bbb67891	Delivery Date:		By Order Of:	XYZ (THAILAND) CO., LTD.
Airway Bill:		Check Date:	11/25/2016		
Payable at Location:					

---

**TOTALS BY CHECK TYPE**

Account Name: ABC Company  
Account Number: 1bbb56789

Issue Date: All  
Presented Date Range: 03/01/2017 - 03/02/2017

BANK CHECKS			BANK DRAFTS			CORPORATE CHECKS		
CCY	Items	Amount	CCY	Items	Amount	CCY	Items	Amount
THB	2	10,605.89	NO DATA REPORTED			NO DATA REPORTED		

---

Regional Report - Check Status  
Created On: 03/02/2017 06:28 PM GMT +05:30

Page 1 of 4

## Regional Report - Check Draft Collections

5

Provides the detailed information on paper collection items. Only available for Asia based and other select accounts.

ABC CORP LTD				JPMorgan	
** All values are subject to verification and adjustments. **				Date: 02-Mar-2017	
Regional Report - Check Draft Collections					
Data Type(s):	AR	Data Display:	Only Include Accounts with Activity, Page Break by Account, Include Multi-Sync and Accented Characters		
Account Name:	ABC CORP				Last Updated:
Account Number:	5b5b91234				08-Mar-2017
Currency:	INR INDIAN RUPEE				04:03 PM EDT
Bank:	CHASBOMB - JPMorgan Chase Bank, NA Mumbai				
Reference	Deposit	Check	Invoice	CCY	
Payer Bank:	ZY2 BANK LTD	Amount: 1.00	Amount: 1.00	Amount:	INR
Payer Name:	000065000 - NOT APPLICABLE / PROV	Slip	Number: 26773777	Number:	
Customer Ref.:		Number:	Date: 02-Mar-2017	Date:	
Client Code:	ABCCORP	Date:	Status: PAID		
Product Type:	MLIQ	Location:			
Pick Up Date:	02-Mar-2017				
Pick Up Point:	KAL				
Clearing Location:	MUMBAI				
Expected					
Check Date:					
Value Date:	02-Mar-2017				
Return Reason:					
<b>END OF REPORT</b>					
Regional Report - Check Draft Collections					
Created On: 22-Mar-2017 06:23 AM EDT					
Page 1 of 1					

## Regional Report - Direct Debit

5

Provides information about direct debit transactions and the status of the transaction.  
Only available for Asia based and other select accounts.

XYZ Corp		J.P.Morgan	
* All values are subject to verification and adjustments.		Date Range: 07/01/2016 - 10/02/2016	
Regional Report - Direct Debit			
Date Type(s):	Return/Reject Date, Transmission Date	Data Display:	Only Include Accounts with Activity, Page Break by Account, Include Multi-Byte and Accented Characters
Status:	Processed, Returned, Rejected		
Account Group:	Operational Accounts		Last Updated: 08/31/2016
Account Name:	XYZ CORP		08:44 AM GMT +05:30
Account Number:	6bbb12345		
Currency:	THB Baht		
Bank:	CHASTHBB - JPMorgan Chase Bank, NA Thailand		
References			
Payer:		Amount	Date
Name:	ABCDE SERVICE CO. LTD.	2,696,728.07	Value: 08/01/2016
Bank:			Transmission: 08/31/2016
Account Number:	4bbb89123		Return/Reject: 08/31/2016
Payment Reference:	AP2433 TSS-183/16		Status: Rejected
Customer Reference:	3bb578912		Return / Reject Reason: 9 Others
Payer:			
Name:	ABCDE SERVICE CO. LTD.	2,696,728.07	Value: 09/01/2016
Bank:	WXYZ BANK		Transmission: 09/31/2016
Account Number:	4bbb89123		Return/Reject:
Payment Reference:	AP2433 TSS-183/16		Status: Processed
Customer Reference:	3bb578912		

## Regional Report - Post Dated Check

5

Provides the status of future dated checks that are warehoused by J.P. Morgan.  
Only available for Asia based and other select accounts.

Date Type(s): Check Status:		Deposit Date, Value Date AR	Amount	Status	Drawee Bank / Branch
<b>ABCD CORP</b> ** All values are subject to verification and adjustments. ** Regional Report - Post Dated Check					
					<b>J.P.Morgan</b> Date: 01/03/2017
Data Display: Only Include Accounts with Activity, Page Break by Account, Include Multi-Byte and Accented Characters					
Account Name: ABCD CORP Account Number: 8bbb12345 Currency: THB BAHF Bank: CHASTHEB - JPMorgan Chase Bank, NA Thailand					
					Last Updated: 01/03/2017 01:09 PM EDT
Value Date:	01/24/2017	Amount:	2,505,200.00	Status:	Cleared
Customer Reference:	7715782745			Drawee Bank / Branch:	0040578
Deposit Branch:	JPMorgan Chase Bank, NA Thailand				
Deposit Date:	01/03/2017				
Payer Name:	XYZ CORP				
Check Number:	8014914				
Value Date:	01/24/2017	Amount:	3,263,100.00	Status:	Cleared
Customer Reference:	7715782890			Drawee Bank / Branch:	0240047
Deposit Branch:	JPMorgan Chase Bank, NA Thailand			Reference:	7715783166
Deposit Date:	01/03/2017				
Payer Name:	BUSINESS 123				
Check Number:	2438258				
Value Date:	01/24/2017	Amount:	5,950,111.91	Status:	Cleared
Customer Reference:	7715782940			Drawee Bank / Branch:	0240047
Deposit Branch:	JPMorgan Chase Bank, NA Thailand			Reference:	7715782941 7715782957 7715782962 771590839
Deposit Date:	01/03/2017				
Payer Name:	ENGINEERING CO				
Check Number:	2438489				
Regional Report - Post Dated Check Created On: 01/04/2017 01:06 AM EDT					
					Page 1 of 2

Regional Report - Standard Collections

5

Provides the details of a variety of incoming transactions posted to your J.P. Morgan account. Only available for Asia based and other select accounts.

ABC Company LLC		J.P.Morgan			
** All values are subject to verification and adjustments. **		Value Date Range: 08/01/2016 - 11/02/2016			
Regional Report - Standard Collections					
Incoming Instruments:	All	Data Display:	Only Include Accounts with Activity, Page Break by Account, Include Multi-Byte and Accented Characters		
Account Group:	Ungrouped Accounts		Last Updated: 12/01/2016 02:53 AM GMT +05:30		
Account Name:	ABC COMPANY LLC				
Account Number:	1bb658789				
Currency:	USD US Dollar				
Bank:	CHASAUSS - JPMorgan Chasa Bank, NA Sydney				
References	Check Number	Value Date	Invoice Number	Amount	CCY
Instrument Type:	Wires	08/15/2016		1,378.00	
Payer Name:	ABC NAME		Payment Remittance:	1,378.00	USD
Bank Reference:	ABCDEF11				
Customer Reference:	6bbb12345	Product Type:			
Reference:	/INV/ABCDE12 XYZABC2XXXX	UTR Reference:			
Instrument Type:	Wires	08/15/2016		1,532.51	
Payer Name:	ABC BANK SECURITIES ASIA LIMITED		Payment Remittance:	1,532.51	USD
Bank Reference:	XYZABC11				
Customer Reference:	2499XYZ-3bb678912	Product Type:			
Reference:	/XYZ202ABC:6061501311:WXYZ-0001136130 TO PAY FOR GOODS AND/OR SERVICES	UTR Reference:			
Instrument Type:	Wires	08/19/2016		1,748.47	
Payer Name:	ABCDE INTERNATIONAL CAPITAL CORP		Payment Remittance:	1,748.47	USD
Bank Reference:	XYZABC11				
Customer Reference:	2498/ABC-4bb699123	Product Type:			
Reference:	/ABC202XY16091606759 ABCDE INV NO J233649	UTR Reference:			
Instrument Type:	Wires	08/16/2016		8,604.06	
Payer Name:	XYZ (ASIA) LIMITED		Payment Remittance:	8,604.06	USD
Bank Reference:	XYZABC11				
Customer Reference:	PAV6bbb12345	Product Type:			
Reference:	3234003_0091373	UTR Reference:			
Regional Report - Standard Collections					
Created On: 02/24/2017 03:45 PM GMT +05:30		Page 1 of 40			





# Returns and Exceptions Report

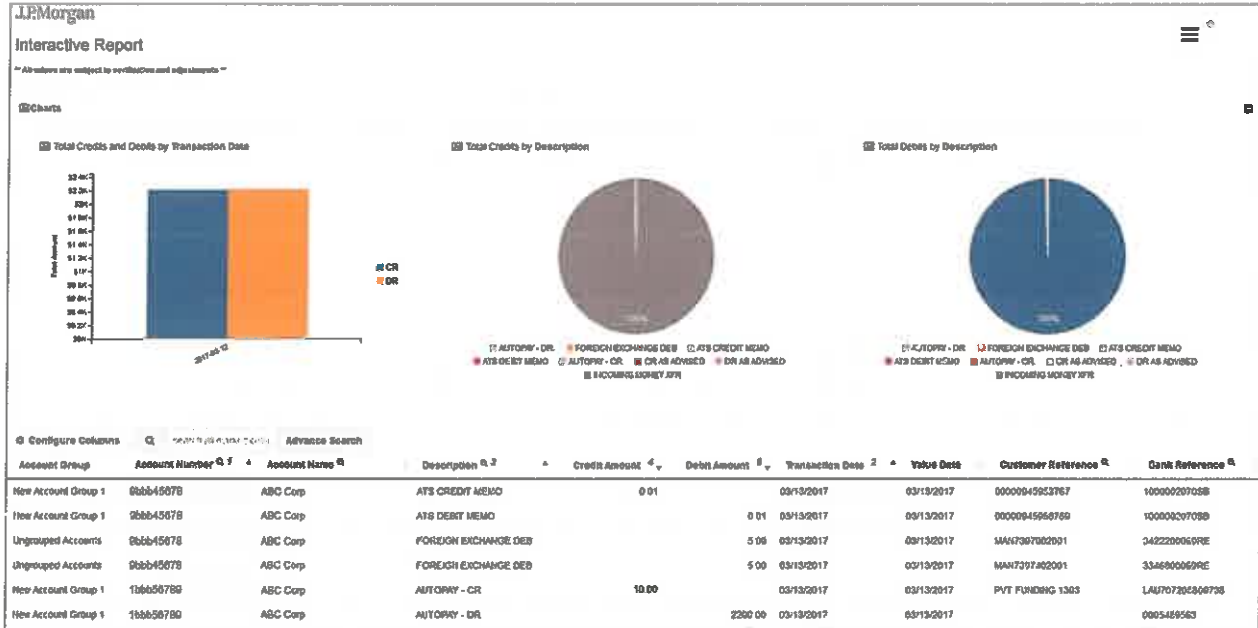
6

Provides a detailed view of return and exception items, including check returns, ACH returns and ACH Notification of Change (NOC). Asia based accounts will only have electronic transactions based return information.

Date Type:		Original Date	Data Display:		Only include Accounts with: Activity, Page Break by Account, Credits and Debits, include Multi-Byte and Accented Characters, Confidential and Non-Confidential	
Status:	All					
<b>ABC Company LLC</b> ** All values are subject to verification and adjustments. ** Returns and Exceptions Report - Account				<b>J.P.Morgan</b> Original Date: 29-Nov-2016		
Account Group:	Operational Accounts					Last Updated: 30-Nov-2016 06:01 AM EST
Account Name:	ABC COMPANY LLC					
Account Number:	5bbb91234					
Currency:	USD - US Dollar					
Bank:	02100002 - JPMORGAN CHASE NEW YORK					
Post Date	Original Date Reject Date	Company / Location ID	Status	Return / Reject Reason	Credit Amount	Debit Amount
30-Nov-2016	29-Nov-2016 29-Nov-2016	ABCDEF11	ACHREDEPOSIT	N01 FIRST TIME REDEPOSIT 122715 CHECKING		192.52
Beneficiary				Originator: ABCD INC		
ID: ABC9bbb45678				Bank Trace: 0000000000		
Name: XYZ GROUP				Customer Trace: 2bbb57891		
Bank: ABCABCDE - ABCDEF11				Batch Description: RDP RETRY		
Account: 9bbb45678						
30-Nov-2016	29-Nov-2016 29-Nov-2016	4bb789123	ACHREDEPOSIT	N01 FIRST TIME REDEPOSIT 046316 CHECKING		184.18
Beneficiary				Originator: ABCD INC		
ID: XYZ2bbb67891				Bank Trace: 3bbb78912		
Name: ABCDE LIMITED				Customer Trace: 000000000		
Bank: ABCZY11 - XYZABC12				Batch Description: RDP RETRY		
Account: 5bbb91234						
30-Nov-2016	29-Nov-2016 29-Nov-2016	4bb789123	ACHREDEPOSIT	N01 FIRST TIME REDEPOSIT 0 CHECKING		27.00
Beneficiary				Originator: ABCD INC		
ID: A00001bbb66789				Bank Trace: 021000026512115		
Name: NAME GROUP				Customer Trace: 021000020618541		
Bank: ABCXY234 - XYZABCDE				Batch Description: RDP RETRY		
Account: 7bbb23456						
30-Nov-2016	29-Nov-2016 29-Nov-2016	4bbb89123	ACHREDEPOSIT	N09 FIRST TIME REDEPOSIT CHECKING		234.31
Beneficiary				Originator: BLANK MUTUAL		
ID: A0006bbb12345				Bank Trace: 000000000		
Name: XYZ FINANCIAL CO				Customer Trace: 6bbb12345		
Bank: ABCDEFG - ABCXY255				Batch Description: RDP RETRY		
Account:						
Returns and Exceptions Report - Account						
Created On: 15-Feb-2017 07:24 AM EST						
						Page 1 of 2

## Transaction Detail Report - Interactive

Provides a highly customizable list view of transactions with dynamic graphic options. Once the Online report is generated, you can customize the report using a host of interactive features and then download the report in PDF or Excel format. Online changes can be saved as a new Customized Report.



# Wire Detail Report - Date



Provides incoming and outgoing wire transaction information by date for Fedwire, CHIPS, SWIFT and Book Transfer with complete advice-level detail. This report is also available by account.

ABC Company

\*\* All values are subject to verification and adjustments. \*\*  
Wire Detail Report - Date

J.P.Morgan

Transaction Date: 28-Nov-2016

Date Display  
Only Include Accounts with  
Activity, Include Multi-Byte and  
Accented Characters, Includes  
Credits and Debits

Transaction Date: 28-Nov-2016

Account Group: USD ADDT  
Account Name: AccountName@mail  
Account Number: 3bbb78912  
Currency: USD US Dollar  
Bank: 02100002 - JP.MORGAN CHASE NEW YORK

Last Updated:  
28-Nov-2016  
01:40 AM EST

### Credits

<b>Credit Amount</b>	1,532.74 USD	<b>Transaction Date / Time</b>	28-Nov-2016 07:50 AM EST
<b>Description</b>	CHIPS CREDIT	<b>Value Date / Time</b>	28-Nov-2016 01:40 AM
<b>Customer Reference</b>	1bbb56789USGOF	<b>Release Time</b>	
<b>GFP Reference</b>		<b>Bank Reference</b>	EST 45b739123PC
<b>CHP Seq/Ref</b>	2bbb57891	<b>GFP Received</b>	1bbb55789
<b>Received From</b>	SOME BANK 1095 XYZ AVENUE NEW YORK NY		
<b>By Order Customer</b>	1bbb56789 ABC CUSTOMER NAME, PLACE INDIA AND		
<b>By Order Bank</b>	NAME BANK LTD XYZ BRANCH PLACE INDIA 3bbb78912		
<b>Sanctuary</b>	XYZ BENEFICIARY NAME NEW YORK USA		
<b>Account Party</b>	NAME OF BANK NEW BANK OF NY ADDRESS: 1234 STREET NEW YORK		
<b>Remarks</b>	GIFT FROM BROTHER 25.00 FEE DEDUCTED DEBIT REF 2bbb57891		
<b>Credit Amount</b>	50.57 USD	<b>Transaction Date / Time</b>	28-Nov-2016 09:52 PM EST
<b>Description</b>	CHIPS CREDIT	<b>Value Date / Time</b>	28-Nov-2016 01:40 AM EST
<b>Customer Reference</b>	A/S SOMEBANK	<b>Release Time</b>	
<b>GFP Reference</b>		<b>Bank Reference</b>	1bbb56789PC
<b>CHP Seq/Ref</b>	NYC 1bbb56789	<b>GFP Received</b>	2bbb57891
<b>Received From</b>	SOME BANK 123 ANY STREET NEW YORK NY 10000-0000		
<b>By Order Customer</b>	CH7bbb567894732111R11 ABC AG HOLDINGS B 5011		
<b>By Order Bank</b>	BCDE USER BANK 1 ANYWHERE SWITZERLAND CH 0001		
<b>Account Party</b>	900b45678 BILLINGHURST SANDRA 3 PLACE SQUARE VILL US-00000 NEW YORK HONDABCD EQUIV. OF CHF 108.39 DEBIT REF 500bbb12345		
<b>Credit Amount</b>	3,396.00 USD	<b>Transaction Date / Time</b>	28-Nov-2016 02:57 PM EST
<b>Description</b>	FEDWIRE CREDIT	<b>Value Date / Time</b>	28-Nov-2016 01:40 AM EST
<b>Customer Reference</b>	HK7bbb56789	<b>Release Time</b>	
<b>FED Reference</b>	5103b340 003141 **VA FED**	<b>Bank Reference</b>	3bbb79912FF
<b>GFP Reference</b>		<b>Fed Time (ET)</b>	13:19
<b>MRN Sequence</b>	3bbb79912	<b>GFP Received</b>	11281215
<b>Received From</b>	NAME1 BANK USA, N.A. 000 FIFTEENTH AVENUE NEW YORK NY 00000		
<b>By Order Customer</b>	/06bbb01234 SOME RESEARCH CONSULTING CO., LTD ROOM 111 11/F, CHINA XYZ BLDG, HONG KONG ID:1bbb56789		
<b>By Order Bank</b>	XYZ HONG KONG GENERAL REMITTANCE ATTN: NAME PO BOX 00 HONG KONG		
<b>Account Party</b>	HONG KONG /3bbb78912 NAME		
<b>Remarks</b>	PAYMENT /CHGS/USD25.00 /BNF/PW 026003379 ANY NAME 000 AVENUE, CITY, NY 00000 UNITED STATES DEBIT REF 3bbb78912		

# Payment Summary Report



Provides originated payment transaction information at a summary level.

## ABC Company

\*\* All values are subject to verification and adjustments. \*\*  
**Payment Report - Summary**

**J.P.Morgan**

Payment Value Date: 15-Feb-2017

**Data Display** Only Include Accounts with Activity, Include Payment History Additional Sort: Value Date (Ascending)  
**Payment Methods/Descriptions** All  
**Payment Status** Saved, Pending Approval, Partially Approved, Pending Release, Rejected, Released, Delivered, Completed, Rejected By Bank  
**Payment Creation Method** Free Form, Imported, From Template, Template Name: All Templates.  
**Payment Method Currency** Cross-Currency  
**Payment Amount**  
**Payment Currencies** All  
**Event History & Selected Users** All Events - All

Account Name: ABC Company  
 Account Number: 7bbb23456  
 Currency: USD US Dollar  
 Bank: 02100002 - JPMORGAN CHASE NEW YORK

### WIRE

Value Date	Origination Account Payment ID	Beneficiary Name Creation Method	Bank Reference Settlement Reference	CCY	Payment Amount	CCY	Debit Amount		
15-Feb-2017	0000007bbb23456 021000002 - JPMORGAN CHASE NEW YORK 7bbb56789	XYZ Company Free Form		GBP	234.00	USD	369.51		
	Event	Date / Time	Actioned By	User ID / Approval Category	Additional Information				
	Saved as Template	15-Feb-2017 08:48 AM EST	im ada	user01	Saved As Template: SAMPLE ABC TEMPLATE				
	Approved	15-Feb-2017 08:45 AM EST	im ada	user01					
	Modified	15-Feb-2017 08:45 AM EST	im ada	user01					
	Approved	15-Feb-2017 06:50 AM EST	im ada	user01					
	Submitted	15-Feb-2017 06:50 AM EST	im ada	user01	Created from Scratch				
<b>Wire - Pending Release Totals</b>				Payments: 1	GBP	234.00	USD	369.51	
<b>WIRE TOTALS</b>				Total Payments	1	CCY	Payment Amount	CCY	Debit Amount
					1	GBP	234.00	USD	369.51

END OF REPORT

Payment Report - Summary  
 Created On: 20-Feb-2017 10:44 AM EST

Page 1 of 1

## Payment Detail Report

9

Provides originated payment transaction information at a detail level.

### ABC Company

\*\* All values are subject to verification and adjustments. \*\*  
Payment Report - Detail

J.P.Morgan

Payment Value Date: 15-Feb-2017

Data Display	Only include Accounts with Activity, include Payment Details, include Payment History Additional Sort Value Date (Ascending)
Payment Methods/Descriptions	All
Payment Status	Saved, Pending Approval, Partially Approved, Pending Release, Rejected, Released, Delivered, Completed, Rejected By Bank
Payment Creation Method	Free Form, Imported, From Templates. Template Name: All Templates.
Payment Method Currency	Cross-Currency
Payment Amount	
Payment Currencies	All
Event History & Selected Users	All Events - All

Account Name: ABC Company  
Account Number: 7bbb23456  
Currency: USD US Dollar  
Bank: 02100002 - JPMORGAN CHASE NEW YORK

Creation Method  
Free Form, TSP\_ONLINE  
Status  
Pending Release

#### PAYMENT INFORMATION

From Account: 0000007bbb23456  
Account Currency: USD  
Account Name: ABC Company  
Bank: 02100002 - JPMORGAN CHASE NEW YORK

Payment Method	Clearing Location	Bank to Bank Transfer	Value Date
Wire	SWIFT	No	15-Feb-2017
Payment Amount	Debit Amount	Rate	
GBP 234.00	USD 369.51	1.5791 USD = 1 GBP	
Payment ID	Bank Reference	Settlement Reference	
1bbb56789			

#### BENEFICIARY

Beneficiary ID	1bbb56789	Address
Beneficiary ID Type	Account Number	NAME STREET
Beneficiary Name	XYZ Company	LONDON
		GB - UNITED KINGDOM

#### BENEFICIARY BANK

Bank ID	ABCDABCD	Address
Bank ID Type	Swift ID	123 ANY STREET LONDON
Bank Name	XYZ BANK	GB - UNITED KINGDOM

Supplementary Bank ID Type	Supplementary Bank ID
No ID	

#### INTERMEDIARY BANK

Bank ID	ABCDEF11	Address
Bank ID Type	Swift ID	456 WEST NAME
Bank Name	NAMEBANK	BOULEVARD CHICAGO,IL
		US - UNITED STATES

#### REFERENCE INFORMATION

##### PAYMENT DETAILS

Payment Report - Detail  
Created On: 20-Feb-2017 10:42 AM EST

Page 1 of 2

# Template Summary Report

# 10

Provides summary information of the templates created for all payment types by account. Templates are displayed for each account separately.

## XYZ Holding Corp

\*\* All values are subject to verification and adjustments. \*\*

J.P.Morgan

### Template Report - Summary

Template Creation Date Range: 2016-09-29 - 2017-02-21

Data Display: Only Include Accounts with Activity  
 Payment Methods/Descriptions: Wire, ACH - Tax Payments, ACH - Payroll Payments, ACH - Corporate/Vendor Payments, ACH - Corporate/Vendor Collections, ACH - Consumer Payments, ACH - Consumer Collections, ACH - Child Support Payments, ACH - Cash Disbursement, ACH - Cash Concentration  
 Template Status: AC  
 Template Creation Method: (Annual, Imported, Enhanced, Standard. Template Name: All Templates.  
 Payment Method Currency: Same-Currency, Cross-Currency  
 Event History & Selected Users: AC Events - All

Account Name: XYZ HOLDING CORP  
 Account Number: 7bbb23456  
 Currency: USD US Dollar  
 Bank: 02100302 - JP/ORGAN CHASE NEW YORK  
 ACH Company Name-ID: ABCDEF12 - XYZABC123, XYZABCD11 - ABCDEFG11, ABCABC456 -XYZABCDE1

Last Used Date	Template Name Template Description	Status	Payment Method/ Description	Originating Account Bank/ACH Company Name-ID	Last Action Event Last Action Date & Time	Beneficiary Count
Not Used	Abcd123 5th Nov Test	Active	ACH Tax Payments	7bbb23456 N1bbb56789 - 2bbb67891		0
Not Used	ABCD - Wire 5th Nov	Pending Bank Review	WIRE	7bbb23456 JPMORGAN CHASE NEW YORK	Pending Bank Review 2016-10-22 06:51 PM GMT +36:33	1

### Template Report - Summary

Created On: 2017-02-23 07:16 PM GMT +05:30

Page 1 of 2

# Template Detail Report

Provides detail-level information on the templates created for all payment types. Templates are displayed for each account separately.

### XYZ Holding Corp

\*\* All values are subject to verification and adjustments. \*\*



Template Report - Detail

Template Creation Date Range: 2016-09-29 - 2017-02-21

Data Display	Only include Accounts with Activity
Payment Methods/Descriptions	Wire
Template Status	All
Template Creation Method	Manual, Imported, Enhanced, Standard, Template Name: All Templates.
Payment Method Currency	Same-Currency, Cross-Currency
Event History & Selected Users	All Events - All

Account Name:	XYZ HOLDING CORP
Account Number:	766623456
Currency:	USD US Dollar
Bank:	02100002 - JPMORGAN CHASE NEW YORK
ACH Company Name-ID:	

Template Name	ABCD - Wire	Template Type/ID	ENHANCED - 0000000005
Status	Pending Bank Review	Creation Method	MANUAL
Template Description	5th Nov		

#### PAYMENT INFORMATION

From Account	Account Currency	Account Name	XYZ HOLDING CORP
766623456	USD		
Bank	02100002 - JPMORGAN CHASE NEW YORK		
Payment Method	Clearing Location	Bank to Bank Transfer	
Wire	LOCAL	Yes	
	Default Payment Amount	Maximum Payment Amount	
	USD 12.00 Editable	USD 13.00	

#### BENEFICIARY

Beneficiary ID	ABCD123	Address	0000 POINT PARKWAY
Beneficiary ID Type	Bank ID		SAN MATEO, CA
Beneficiary Name	1ST VIRTUAL MANAGEMENT		US - UNITED STATES

#### BENEFICIARY BANK

Bank ID	ABCABC00	Address	00 DANBURY ROAD
Bank ID Type	CHIPS Universal Identifier		US - UNITED STATES
Bank Name	ABC FINANCIAL PRODUCTS CORP.		

#### INTERMEDIARY BANK

Bank ID Type	No ID
--------------	-------

#### REFERENCE INFORMATION

##### BY ORDER OF INFORMATION

Account Number	26667891	Address	weber
Name	xyzabc		weber
			crfb@jgci
			US - UNITED STATES

Last modified: April 25, 2018

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Appendix 2.  
Sample  
ARP Reports



# Consolidated Diagnostic Summary Report

The Reconciliation Diagnostic Summary Report provides an itemized listing of all issued and paid check exception items during the reconciliation period.



ACCOUNT NO.	ACCOUNT NAME	TRF TO	TRF DATE	AMOUNT	DESCRIPTION	DATE	AMOUNT	DESCRIPTION
35000			01-04-13	575.00	0000000000000000			
35000			01-04-13	4,261.00	0000000000000000			
35000			01-04-13	471.00	0000000000000000			
35000			01-07-13	10,520.00	0000000000000000			
35000			01-08-13	2,800.00	0000000000000000			
35000			01-08-13	17,070.00	0000000000000000			
35000			01-08-13	1,000.00	0000000000000000			
35000			01-08-13	50.00	0000000000000000			
35000			01-08-13	2,000.00	0000000000000000			
35000			01-07-13	400.00	0000000000000000			
350000000			01-07-13	500.00	0000000000000000			
				TOTAL	57,000.00	11-01-13	TOTAL	57,000.00
				PAID TO OTHER			PAID TO OTHER	0.00
				CANCELLED CHECK			CANCELLED CHECK	0.00
				CASH ON HAND - LAST PERIOD			CASH ON HAND - LAST PERIOD	50,000.00
				OPENING ITEM			OPENING ITEM	500.00
				DEPOSITED, CHECK REVERSAL			DEPOSITED, CHECK REVERSAL	0.00
				NON-POSTED ITEM			NON-POSTED ITEM	0.00
				R-PAID: NO ITEM			R-PAID: NO ITEM	0.00
				R-PAID: NO ITEM, LAST PER.			R-PAID: NO ITEM, LAST PER.	0.00
				R-PAID: POSTED ITEM			R-PAID: POSTED ITEM	0.00
				ITEM NO-NO-100, ITEM PAID			ITEM NO-NO-100, ITEM PAID	0.00
				ITEM NO-NO-100, CHECK REVERSAL			ITEM NO-NO-100, CHECK REVERSAL	0.00
				ITEM CANCELLED, CHECK REVERSAL			ITEM CANCELLED, CHECK REVERSAL	0.00
				CANCELLED ITEM, NEW ITEM			CANCELLED ITEM, NEW ITEM	0.00
				CANCELLED WITH ITEM			CANCELLED WITH ITEM	0.00
				CANCELLED WITH ITEM, CANCEL			CANCELLED WITH ITEM, CANCEL	0.00

# Consolidated Reconciliation Report

The Consolidated Report lists both unpaid and paid checks for the reconciliation period

This report reflects the status of every check written whether paid, outstanding, or assigned a special status such as cancel or stop payment

Full and Range Reconciliation customers may receive this report in addition to or in lieu of the Paid and Unpaid Reports

The standard report is printed in serial number sequence. Serial numbers are sequenced vertically



DATE	AMOUNT	CHECK NO.	STATUS	ACCOUNT	DEBIT	CREDIT	REMARKS
11-07-11							
11-08-11							
11-09-11							
11-10-11							
11-11-11							
11-12-11							
11-13-11							
11-14-11							
11-15-11							
11-16-11							
11-17-11							
11-18-11							
11-19-11							
11-20-11							
11-21-11							
11-22-11							
11-23-11							
11-24-11							
11-25-11							
11-26-11							
11-27-11							
11-28-11							
11-29-11							
11-30-11							
12-01-11							
12-02-11							
12-03-11							
12-04-11							
12-05-11							
12-06-11							
12-07-11							
12-08-11							
12-09-11							
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12-16-11							
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12-20-11							
12-21-11							
12-22-11							
12-23-11							
12-24-11							
12-25-11							
12-26-11							
12-27-11							
12-28-11							
12-29-11							
12-30-11							
12-31-11							
TOTAL	100,120.44						

# Consolidated Reconciliation Report

The Consolidated Report lists both unpaid and paid checks for the reconciliation period

This report reflects the status of every check written whether paid, outstanding, or assigned a special status such as cancel or stop payment

Full and Range Reconciliation customers may receive this report in addition to or in lieu of the Paid and Unpaid Reports

The standard report is printed in serial number sequence. Serial numbers are sequenced vertically



DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
01-15-14	100.00	01-15-14	100.00	01-15-14	100.00	01-15-14	100.00	01-15-14	100.00	01-15-14	100.00
01-16-14	200.00	01-16-14	200.00	01-16-14	200.00	01-16-14	200.00	01-16-14	200.00	01-16-14	200.00
01-17-14	300.00	01-17-14	300.00	01-17-14	300.00	01-17-14	300.00	01-17-14	300.00	01-17-14	300.00
01-18-14	400.00	01-18-14	400.00	01-18-14	400.00	01-18-14	400.00	01-18-14	400.00	01-18-14	400.00
01-19-14	500.00	01-19-14	500.00	01-19-14	500.00	01-19-14	500.00	01-19-14	500.00	01-19-14	500.00
01-20-14	600.00	01-20-14	600.00	01-20-14	600.00	01-20-14	600.00	01-20-14	600.00	01-20-14	600.00
01-21-14	700.00	01-21-14	700.00	01-21-14	700.00	01-21-14	700.00	01-21-14	700.00	01-21-14	700.00
01-22-14	800.00	01-22-14	800.00	01-22-14	800.00	01-22-14	800.00	01-22-14	800.00	01-22-14	800.00
01-23-14	900.00	01-23-14	900.00	01-23-14	900.00	01-23-14	900.00	01-23-14	900.00	01-23-14	900.00
01-24-14	1000.00	01-24-14	1000.00	01-24-14	1000.00	01-24-14	1000.00	01-24-14	1000.00	01-24-14	1000.00
01-25-14	1100.00	01-25-14	1100.00	01-25-14	1100.00	01-25-14	1100.00	01-25-14	1100.00	01-25-14	1100.00
01-26-14	1200.00	01-26-14	1200.00	01-26-14	1200.00	01-26-14	1200.00	01-26-14	1200.00	01-26-14	1200.00
01-27-14	1300.00	01-27-14	1300.00	01-27-14	1300.00	01-27-14	1300.00	01-27-14	1300.00	01-27-14	1300.00
01-28-14	1400.00	01-28-14	1400.00	01-28-14	1400.00	01-28-14	1400.00	01-28-14	1400.00	01-28-14	1400.00
01-29-14	1500.00	01-29-14	1500.00	01-29-14	1500.00	01-29-14	1500.00	01-29-14	1500.00	01-29-14	1500.00
01-30-14	1600.00	01-30-14	1600.00	01-30-14	1600.00	01-30-14	1600.00	01-30-14	1600.00	01-30-14	1600.00
01-31-14	1700.00	01-31-14	1700.00	01-31-14	1700.00	01-31-14	1700.00	01-31-14	1700.00	01-31-14	1700.00
02-01-14	1800.00	02-01-14	1800.00	02-01-14	1800.00	02-01-14	1800.00	02-01-14	1800.00	02-01-14	1800.00
02-02-14	1900.00	02-02-14	1900.00	02-02-14	1900.00	02-02-14	1900.00	02-02-14	1900.00	02-02-14	1900.00
02-03-14	2000.00	02-03-14	2000.00	02-03-14	2000.00	02-03-14	2000.00	02-03-14	2000.00	02-03-14	2000.00

# Miscellaneous Credit Reconciliation

The Consolidated Report lists both unpaid and paid checks for the reconciliation period

Full and Range Reconciliation customers may receive this report in addition to or in lieu of the Paid and Unpaid Reports

This report reflects the status of every check written whether paid, outstanding, or assigned a special status such as cancel or stop payment

The standard report is printed in serial number sequence. Serial numbers are sequenced vertically

MISCELLANEOUS CREDIT RECONCILIATION										JPMorganChase									
DATE	AMOUNT	TYPE	STATUS	REASON	DATE	AMOUNT	TYPE	STATUS	REASON	DATE	AMOUNT	TYPE	STATUS	REASON	DATE	AMOUNT	TYPE	STATUS	REASON
10-01-10	100.00	DEBIT	PAID		10-01-10	100.00	DEBIT	PAID		10-01-10	100.00	DEBIT	PAID		10-01-10	100.00	DEBIT	PAID	
10-02-10	200.00	DEBIT	PAID		10-02-10	200.00	DEBIT	PAID		10-02-10	200.00	DEBIT	PAID		10-02-10	200.00	DEBIT	PAID	
10-03-10	300.00	DEBIT	PAID		10-03-10	300.00	DEBIT	PAID		10-03-10	300.00	DEBIT	PAID		10-03-10	300.00	DEBIT	PAID	
10-04-10	400.00	DEBIT	PAID		10-04-10	400.00	DEBIT	PAID		10-04-10	400.00	DEBIT	PAID		10-04-10	400.00	DEBIT	PAID	
10-05-10	500.00	DEBIT	PAID		10-05-10	500.00	DEBIT	PAID		10-05-10	500.00	DEBIT	PAID		10-05-10	500.00	DEBIT	PAID	
10-06-10	600.00	DEBIT	PAID		10-06-10	600.00	DEBIT	PAID		10-06-10	600.00	DEBIT	PAID		10-06-10	600.00	DEBIT	PAID	
10-07-10	700.00	DEBIT	PAID		10-07-10	700.00	DEBIT	PAID		10-07-10	700.00	DEBIT	PAID		10-07-10	700.00	DEBIT	PAID	
10-08-10	800.00	DEBIT	PAID		10-08-10	800.00	DEBIT	PAID		10-08-10	800.00	DEBIT	PAID		10-08-10	800.00	DEBIT	PAID	
10-09-10	900.00	DEBIT	PAID		10-09-10	900.00	DEBIT	PAID		10-09-10	900.00	DEBIT	PAID		10-09-10	900.00	DEBIT	PAID	
10-10-10	1000.00	DEBIT	PAID		10-10-10	1000.00	DEBIT	PAID		10-10-10	1000.00	DEBIT	PAID		10-10-10	1000.00	DEBIT	PAID	



# Consolidated Diagnostic Summary Report

The Reconciliation Diagnostic Summary Report provides an itemized listing of all issued and paid check exception items during the reconciliation period.



ACCOUNT NO.	ACCOUNT NAME	STATE	CITY	ZIP	ACCOUNT TYPE	ACCOUNT NUMBER	ISSUE DATE	AMOUNT	REASON CODE	STATUS
33000	376.00	11-04-11	0000000000000000							
33000	4,861.00	11-04-11	0000000000000000							
33000	371.00	11-04-11	0000000000000000							
33000	20,822.00	11-04-11	0000000000000000							
33000	1,999.00	11-04-11	0000000000000000							
33000	57,372.00	11-04-11	0000000000000000							
33000	1,000.00	11-04-11	0000000000000000							
33000	90.00	11-04-11	0000000000000000							
33000	1,000.00	11-04-11	0000000000000000							
33000	400.00	11-04-11	0000000000000000							
3300000000	600.00	11-04-11	0000000000000000							
							11-04-11			
								57,862.00		
								64,828.00		
								640.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		
								0.00		





# Consolidated Reconciliation Report

The Consolidated Report lists both unpaid and paid checks for the reconciliation period

This report reflects the status of every check written whether paid, outstanding, or assigned a special status such as cancel or stop payment

Full and Range Reconciliation customers may receive this report in addition to or in lieu of the Paid and Unpaid Reports

The standard report is printed in serial number sequence. Serial numbers are sequenced vertically



ACCOUNT NO.	ACCOUNT BALANCE	DATE	AMOUNT	CHECK NUMBER	STATUS	REMARKS
1234567890	1000.00	10-01-10	100.00	0000000001	PAID	
1234567890	1000.00	10-01-10	100.00	0000000002	PAID	
1234567890	1000.00	10-01-10	100.00	0000000003	PAID	
1234567890	1000.00	10-01-10	100.00	0000000004	PAID	
1234567890	1000.00	10-01-10	100.00	0000000005	PAID	
1234567890	1000.00	10-01-10	100.00	0000000006	PAID	
1234567890	1000.00	10-01-10	100.00	0000000007	PAID	
1234567890	1000.00	10-01-10	100.00	0000000008	PAID	
1234567890	1000.00	10-01-10	100.00	0000000009	PAID	
1234567890	1000.00	10-01-10	100.00	0000000010	PAID	
1234567890	1000.00	10-01-10	100.00	0000000011	PAID	
1234567890	1000.00	10-01-10	100.00	0000000012	PAID	
1234567890	1000.00	10-01-10	100.00	0000000013	PAID	
1234567890	1000.00	10-01-10	100.00	0000000014	PAID	
1234567890	1000.00	10-01-10	100.00	0000000015	PAID	
1234567890	1000.00	10-01-10	100.00	0000000016	PAID	
1234567890	1000.00	10-01-10	100.00	0000000017	PAID	
1234567890	1000.00	10-01-10	100.00	0000000018	PAID	
1234567890	1000.00	10-01-10	100.00	0000000019	PAID	
1234567890	1000.00	10-01-10	100.00	0000000020	PAID	
1234567890	1000.00	10-01-10	100.00	0000000021	PAID	
1234567890	1000.00	10-01-10	100.00	0000000022	PAID	
1234567890	1000.00	10-01-10	100.00	0000000023	PAID	
1234567890	1000.00	10-01-10	100.00	0000000024	PAID	
1234567890	1000.00	10-01-10	100.00	0000000025	PAID	
1234567890	1000.00	10-01-10	100.00	0000000026	PAID	
1234567890	1000.00	10-01-10	100.00	0000000027	PAID	
1234567890	1000.00	10-01-10	100.00	0000000028	PAID	
1234567890	1000.00	10-01-10	100.00	0000000029	PAID	
1234567890	1000.00	10-01-10	100.00	0000000030	PAID	
1234567890	1000.00	10-01-10	100.00	0000000031	PAID	
1234567890	1000.00	10-01-10	100.00	0000000032	PAID	
1234567890	1000.00	10-01-10	100.00	0000000033	PAID	
1234567890	1000.00	10-01-10	100.00	0000000034	PAID	
1234567890	1000.00	10-01-10	100.00	0000000035	PAID	
1234567890	1000.00	10-01-10	100.00	0000000036	PAID	
1234567890	1000.00	10-01-10	100.00	0000000037	PAID	
1234567890	1000.00	10-01-10	100.00	0000000038	PAID	
1234567890	1000.00	10-01-10	100.00	0000000039	PAID	
1234567890	1000.00	10-01-10	100.00	0000000040	PAID	
1234567890	1000.00	10-01-10	100.00	0000000041	PAID	
1234567890	1000.00	10-01-10	100.00	0000000042	PAID	
1234567890	1000.00	10-01-10	100.00	0000000043	PAID	
1234567890	1000.00	10-01-10	100.00	0000000044	PAID	
1234567890	1000.00	10-01-10	100.00	0000000045	PAID	
1234567890	1000.00	10-01-10	100.00	0000000046	PAID	
1234567890	1000.00	10-01-10	100.00	0000000047	PAID	
1234567890	1000.00	10-01-10	100.00	0000000048	PAID	
1234567890	1000.00	10-01-10	100.00	0000000049	PAID	
1234567890	1000.00	10-01-10	100.00	0000000050	PAID	
1234567890	1000.00	10-01-10	100.00	0000000051	PAID	
1234567890	1000.00	10-01-10	100.00	0000000052	PAID	
1234567890	1000.00	10-01-10	100.00	0000000053	PAID	
1234567890	1000.00	10-01-10	100.00	0000000054	PAID	
1234567890	1000.00	10-01-10	100.00	0000000055	PAID	
1234567890	1000.00	10-01-10	100.00	0000000056	PAID	
1234567890	1000.00	10-01-10	100.00	0000000057	PAID	
1234567890	1000.00	10-01-10	100.00	0000000058	PAID	
1234567890	1000.00	10-01-10	100.00	0000000059	PAID	
1234567890	1000.00	10-01-10	100.00	0000000060	PAID	
1234567890	1000.00	10-01-10	100.00	0000000061	PAID	
1234567890	1000.00	10-01-10	100.00	0000000062	PAID	
1234567890	1000.00	10-01-10	100.00	0000000063	PAID	
1234567890	1000.00	10-01-10	100.00	0000000064	PAID	
1234567890	1000.00	10-01-10	100.00	0000000065	PAID	
1234567890	1000.00	10-01-10	100.00	0000000066	PAID	
1234567890	1000.00	10-01-10	100.00	0000000067	PAID	
1234567890	1000.00	10-01-10	100.00	0000000068	PAID	
1234567890	1000.00	10-01-10	100.00	0000000069	PAID	
1234567890	1000.00	10-01-10	100.00	0000000070	PAID	
1234567890	1000.00	10-01-10	100.00	0000000071	PAID	
1234567890	1000.00	10-01-10	100.00	0000000072	PAID	
1234567890	1000.00	10-01-10	100.00	0000000073	PAID	
1234567890	1000.00	10-01-10	100.00	0000000074	PAID	
1234567890	1000.00	10-01-10	100.00	0000000075	PAID	
1234567890	1000.00	10-01-10	100.00	0000000076	PAID	
1234567890	1000.00	10-01-10	100.00	0000000077	PAID	
1234567890	1000.00	10-01-10	100.00	0000000078	PAID	
1234567890	1000.00	10-01-10	100.00	0000000079	PAID	
1234567890	1000.00	10-01-10	100.00	0000000080	PAID	
1234567890	1000.00	10-01-10	100.00	0000000081	PAID	
1234567890	1000.00	10-01-10	100.00	0000000082	PAID	
1234567890	1000.00	10-01-10	100.00	0000000083	PAID	
1234567890	1000.00	10-01-10	100.00	0000000084	PAID	
1234567890	1000.00	10-01-10	100.00	0000000085	PAID	
1234567890	1000.00	10-01-10	100.00	0000000086	PAID	
1234567890	1000.00	10-01-10	100.00	0000000087	PAID	
1234567890	1000.00	10-01-10	100.00	0000000088	PAID	
1234567890	1000.00	10-01-10	100.00	0000000089	PAID	
1234567890	1000.00	10-01-10	100.00	0000000090	PAID	
1234567890	1000.00	10-01-10	100.00	0000000091	PAID	
1234567890	1000.00	10-01-10	100.00	0000000092	PAID	
1234567890	1000.00	10-01-10	100.00	0000000093	PAID	
1234567890	1000.00	10-01-10	100.00	0000000094	PAID	
1234567890	1000.00	10-01-10	100.00	0000000095	PAID	
1234567890	1000.00	10-01-10	100.00	0000000096	PAID	
1234567890	1000.00	10-01-10	100.00	0000000097	PAID	
1234567890	1000.00	10-01-10	100.00	0000000098	PAID	
1234567890	1000.00	10-01-10	100.00	0000000099	PAID	
1234567890	1000.00	10-01-10	100.00	0000000100	PAID	

# Miscellaneous Credit Reconciliation

The Consolidated Report lists both unpaid and paid checks for the reconciliation period

Full and Range Reconciliation customers may receive this report in addition to or in lieu of the Paid and Unpaid Reports

This report reflects the status of every check written whether paid, outstanding, or assigned a special status such as cancel or stop payment

The standard report is printed in serial number sequence. Serial numbers are sequenced vertically

										JPMorganChase		DATE 01-01-24 TIME 10:11:10		
CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE	CHECK NO DATE AMOUNT PAYEE
00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000	00000000000000000000

# Miscellaneous Debit Reconciliation

The Miscellaneous Debits Report lists all debit transactions, other than checks, posted during the reconciliation period



UNCLASD- 11	CONSUMER CHECK	PAGE 1			
PLAC-NO.	ORGAN	TERM-NO.	194	RECONCILIATION PERIOD	DATE 01-27-19
ACCOUNT NO.	TERMINAL	AMOUNT	DATE	STATUS	TIME 15:29:10
0	000000	FD: PAGE	0/0	FD: PAGE	0/0
		2,182.25	12-14-18		
		280,000.00	12-14-18		
		100,000.00	12-21-18	00000100048	MISC DEBIT
		751,521.25	12-21-18	00000200048	MISC DEBIT
		3,277,001.00	12-19-18	00000300048	MISC DEBIT
		2,000.75	12-19-18		
		200.25	12-19-18	00000400048	MISC DEBIT
		1,047.00	12-19-18	00000500048	MISC DEBIT
		3,125.25	12-19-18	00000600048	MISC DEBIT
		3,125.25	12-19-18	00000700048	MISC DEBIT
		2,600.40	12-24-18	00000800048	MISC DEBIT
		749,765.00	12-24-18	00000900048	MISC DEBIT
		41,262.27	12-26-18	00001000048	MISC DEBIT
		2,000,000.00	12-26-18	00001100048	MISC DEBIT
			0000	6,547,128.00	1450



# Outstanding Settlement Report

The Outstanding Settlement Report provides the balances pertaining to the issue information submitted during the reconciliation period



ACCOUNT NO.	CURRENCY	ISSUE NO.	ISSUE DATE	ISSUE TYPE	AMOUNT
00000000000000000000	USD			OUTSTANDING SETTLEMENT REPORT	
				NEW ISSUES	10,000.00
				ISSUE CANCELS	10,000.00
				ISSUE REVERSALS	.00
				ISSUE PAYMENTS	100.00
				ISSUE REVERSALS	.00
				ISSUE PAYMENTS	.00
				ISSUE REVERSALS	.00
				ISSUE PAYMENTS	100,000.00
				ISSUE REVERSALS	.00
				ISSUE PAYMENTS	5,000.00

PAGE 1  
DATE 02-27-14  
23 27 12-31-13



# Paid Only Diagnostic Report

This report provides an itemized listing of all issued and paid checks during the reconciliation period



ISSUE- ID CHK-NO, ISSUE NO, NUMBER	ISSUE-NO C A B C H AMOUNT	ISSUE DATE	ISSUANCE NUMBER	ISSUE DATE	ISSUANCE NUMBER	PAGE NO.	ISSUE DATE	ISSUE DATE
10000	575.00	10-04-10	0000000000000000			1		
10001	2 541.00	10-04-10	0000000000000000			1		
10002	471.00	10-04-10	0000000000000000			1		
10003	60 500.00	10-04-10	0000000000000000			1		
10004	0 500.00	10-04-10	0000000000000000			1		
10005	00 071.00	10-04-10	0000000000000000			1		
10006	2 000.00	10-04-10	0000000000000000			1		
10007	00.00	10-04-10	0000000000000000			1		
10008	2 000.00	10-04-10	0000000000000000			1		
10009	000.00	10-04-10	0000000000000000			1		
			TOTAL CASH					
			TOTAL DEBIT					
			PAID, NO CHECK					
			CANCELLED CHECK					
			PAID, NO CHECK, LAST PERIOD					
			ISSUED ITEM					
			ISSUED, CHECK RETURNED					
			ISSUED, CHECK STOP					
			D-CASH, NO CHECK					
			D-CASH, NO CHECK, LAST PER.					
			D-CASH, CHECK STOP					
			ISSUE TO-NO-CHK, WITH CHECK					
			ISSUE STOP, CHECK RETURNED					
			ISSUE STOP, CHECK STOP					
			CANCELLED CHECK, WITH CHECK					
			CANCELLED WITH STOP					
			CANCELLED WITH STOP, CHECK					



# Recap of Posted Items

The Recap of Posted Items Report provides a daily recap of all items posted during the reconciliation period

The Recap report also summarizes per day the number and amount of issues, stops placed, stops removed, and canceled items

The report is printed in sequence vertically by day



DATE		ISSUES	AMOUNT	STOPS PLACED	STOPS REMOVED	STOPS CANCELED
12-01-13	1	14,026.47	00	00	00	00
12-02-13	1	97.01	00	00	00	00
12-03-13	0	00.00	00	00	00	00
12-04-13	0	00.00	00	00	00	00
12-05-13	0	00.00	00	00	00	00
12-06-13	0	00.00	00	00	00	00
12-07-13	0	00.00	00	00	00	00
12-08-13	0	00.00	00	00	00	00
12-09-13	0	00.00	00	00	00	00
12-10-13	0	00.00	00	00	00	00
12-11-13	0	00.00	00	00	00	00
12-12-13	0	00.00	00	00	00	00
12-13-13	0	00.00	00	00	00	00
12-14-13	0	00.00	00	00	00	00
12-15-13	0	00.00	00	00	00	00
12-16-13	0	00.00	00	00	00	00
12-17-13	0	00.00	00	00	00	00
12-18-13	0	00.00	00	00	00	00
12-19-13	0	00.00	00	00	00	00
12-20-13	0	00.00	00	00	00	00
12-21-13	0	00.00	00	00	00	00
12-22-13	0	00.00	00	00	00	00
12-23-13	0	00.00	00	00	00	00
12-24-13	0	00.00	00	00	00	00
12-25-13	0	00.00	00	00	00	00
12-26-13	0	00.00	00	00	00	00
12-27-13	0	00.00	00	00	00	00
12-28-13	0	00.00	00	00	00	00
12-29-13	0	00.00	00	00	00	00
12-30-13	0	00.00	00	00	00	00
TOTALS	00	10,000.00	00	00	00	00

# Unpaid Only Reconciliation Report

The Unpaid Only Report lists all outstanding checks and exception items, including stops and cancels, as of the end of the reconciliation period

The total of outstanding items is printed at the end of the report



UNPAID ONLY				UNPAID ONLY				UNPAID ONLY				PAGE 1	
DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
12-28-13	1,014.00	12-28-13	1,014.00	12-28-13	1,014.00	12-28-13	1,014.00	12-28-13	1,014.00	12-28-13	1,014.00	12-28-13	1,014.00
12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00
12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00
12-28-13	1,700.00	12-28-13	1,700.00	12-28-13	1,700.00	12-28-13	1,700.00	12-28-13	1,700.00	12-28-13	1,700.00	12-28-13	1,700.00
12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00	12-28-13	100.00
<b>TOTAL</b>	<b>\$,000.00</b>												

## Recon Data File

This report is a text file containing paid, issues, stops placed, stops removed, canceled items and outstanding checks

key	Account	check #	Amount	Issue Dt	Paid Dt
C	0000000000936466170	000000000000000000	000000000038580258	20120301	00000000
C	0000000000936466170	000000000000000000	000000000009465226	20120302	00000000
C	0000000000936466170	000000000000000000	000000000017441235	20120305	00000000
C	0000000000936466170	000000000000000000	00000000000080786	20120306	00000000
C	0000000000936466170	000000000000000000	000000000006450477	20120306	00000000
C	0000000000936466170	000000000000000000	000000000002545022	20120307	00000000
D	0000000000936466170	000000000000000000	00000000000016211	00000000	20120301
D	0000000000936466170	000000000000000000	000000000002967904	00000000	20120301
D	0000000000936466170	000000000000000000	000000000004622689	00000000	20120301
D	0000000000936466170	000000000000000000	000000000004662061	00000000	20120301
D	0000000000936466170	000000000000000000	000000000005572741	00000000	20120301
S	0000000000936466170	000000000000031845	00000000000030332	20111104	20111108
S	0000000000936466170	000000000000032741	00000000000056993	20111118	20111121
S	0000000000936466170	000000000000033049	00000000000018768	20111202	20111209
O	0000000000936466170	000000000000033511	00000000000010000	20111209	00000000
O	0000000000936466170	000000000000033559	000000000000014914	20111216	00000000
O	0000000000936466170	00000000000003365	000000000000007647	20111223	00000000
O	0000000000936466170	000000000000033690	000000000000040550	20111230	00000000
O	0000000000936466170	000000000000033720	000000000000005236	20120106	00000000
O	0000000000936466170	000000000000033721	000000000000001048	20120106	00000000
O	0000000000936466170	000000000000033722	000000000000015251	20120106	00000000
R	0000000000936466170	000000000000034336	000000000000003927	20120210	20120309
R	0000000000936466170	000000000000034372	0000000000000037402	20120217	20120302
R	0000000000936466170	000000000000034379	000000000000020855	20120217	20120309
R	0000000000936466170	000000000000034415	000000000000025274	20120224	20120313
R	0000000000936466170	000000000000034423	000000000000005236	20120224	20120312
V	0000000000936466170	0000000000000363016	000000000000021698	20120330	20120328

R - Reconciled  
 O - Outstanding  
 P - PNI/DNI

# Current Stop Reconciliation Report

The Stop Reconciliation Report lists all stops on file for an account as of the reconciliation period date



JPMORGAN CHASE RECONCILIATION REPORTS						PAGE 1	
ACCOUNT NO. 0000101 TEAM-NO. 462						DATE 01-07-13	
EPC COMPANY						AS OF 12-31-12	
C	SERIAL	CHECK---AMOUNT	DATE	ISSUED	SEQ	PAVER	IDENTIFICATION
D	NUMBER	PD/POST	D/S	PD/POST	NO.	IDENTIFICATION	
	500799		200.00	01-22-13	10-09-12		
	501088		1,550.00	01-11-13	12-07-12		
	502307		450.00	01-30-13	12-20-12		
	502483		8,614.00	02-01-13	01-07-13		
	502746		423.00	01-24-13	01-07-13		
	502789		6,288.00	01-11-13	01-07-13		
	503131		1,152.00	01-15-13	01-07-13		
	503166		6,842.00	01-28-13	01-07-13		
	503243		804.32	01-30-13	01-08-13		
	503262		8,577.00	01-28-13	01-08-13		
	503415		300.00	02-07-13	01-09-13		
	503595		3,170.00	01-30-13	01-10-13		
	503720		2,108.82	01-30-13	01-14-13		
	504030		1,823.75	02-05-13	01-18-13		
	504093		2,000.00	02-08-13	01-18-13		
	504368		500.00	01-29-13	01-23-13		
	504384		299.60	01-07-13	01-23-13		
	505423		4,754.79	03-21-13	03-04-13		
TOTAL		45,666.28		1827			





**Appendix 3.  
Account Analysis  
Statement Guide**

TREASURY SERVICES

# Account Analysis Statement Guide

(Portrait Format)

This guide is intended to provide information to help you understand each section of your Account Analysis statement(s). All balance terms, column headings and summary line items are defined in detail with clear cross references.



## Table of contents

1. Introduction .....	2
2. Statement Information and Balance Analysis .....	3
3. Service Analysis .....	5
4. Adjustment Pages – Financial Impacts.....	7
5. Adjustment Pages – Balances, Volumes and Pricing.....	8
6. Account Analysis Definitions and Formulas .....	9

## 1. Introduction

Each month, you will receive a detailed Account Analysis statement for your account. If you have multiple accounts, you will receive a summary Account Analysis statement for your entire billing relationship in addition to a detailed Account Analysis statement for each individual account.

## 2. Statement Information and Balance Analysis

<b>J.P.Morgan</b>		1	Group Account: 001 000000123456789
JPMorgan Chase Bank, N.A.		2	Page 3 of 10
ABC COMPANY 1234 MAIN STREET CITY, STATE ZIP		3	SEP 1 through SEP 30, 2012
		4	Contact: JOHN SMITH Phone: 555-555-5555

---

5 **Account Analysis Statement**  
Group Account: 001 000000123456789 GROUP ACCOUNT

---

Balance Analysis		
	<u>This Period</u>	<u>Average Year to Date</u>
6 Average Ledger Balance	128,753.61	1,332,233
7 Less Average Float	-536.86	-428
8 Average Collected Balance	128,216.75	1,332,834
9 Avg Negative Collected Balance	0.00	0
10 Avg Positive Collected Balance	128,216.75	1,332,835
11 Less Reserve Requirement	0.00	0
12 Average Investable Balance	128,216.69	1,332,835
13 Less Balance Required	-13,324,473.52	-13,395,347
14 Excess(Deficit) Invest Bal	-13,196,256.83	0
15 Net Collected Balance Position	-13,196,256.83	0
<b>Service Charge Calculation</b>		
16 Earnings Credit Allowance	31.45	342
17 Total Charge For Services	-3,276.51	-3,395
Net Charge For Services	-3,245.06	-3,053
18 Service Charge Amount	3,245.06	

Service Charges Will Be Debited From Account      001 000000123456789

### Statement Information

1. **Account Number/Group Account Number:** The demand deposit account (DDA) number for this statement. For groups, the account number designated to represent a group of accounts in a relationship.
2. **Page Numbers:** Each page of the analysis is numbered consecutively and also reflects the total number of pages in the entire statement.
3. **Statement Period:** The beginning and ending date of the statement.
4. **Contact:** Your J.P. Morgan relationship manager or the department managing your relationship.
5. **Account Number:** The number of the individual DDA or group account number detailed in the Balance Analysis section.

### Balance Analysis

Provides a summarized view of the balances, service charges, and earnings allowance applied to your account.

6. **Average Ledger Balance:** The sum of the daily ending ledger balances (positive and negative) divided by the number of days in the statement month.
7. **Less Average Float:** The difference between the Average Ledger Balance and the Average Collected Balance.
8. **Average Collected Balance:** The sum of the daily ending positive and negative collected balances for the statement month, divided by the number of days in the month.  
*[Average Ledger Balance - Average Float]*
9. **Average Negative Collected Balance:** The sum of the daily ending negative collected balances, divided by the number of days in the statement month.
10. **Average Positive Collected Balance:** The sum of the daily ending positive collected balances, divided by the number of days in the statement month.
11. **Less Reserve Requirement:** The portion of the DDA balance that must be set aside by the bank to meet reserve requirements.  
Note: Not currently in use by the Bank.
12. **Average Investable Balance:** The balance on which the earnings credit rate is applied.
13. **Less Balance Required:** The balance required to offset the current statement month's balance compensable service charges.
14. **Excess (Deficit) Investable Balance:** The excess or deficit in balances remaining after the balances required to offset the current statement month's balance compensable service charges have been deducted.  
*[Average Investable Balance - Balance Required]*
15. **Net Collected Balance Position:** The net collected balance position is the sum of the Excess (Deficit) Investable Balance and the reserve adjustment (where applicable). For deficit balances, this is the additional positive collected balance that would have been required to offset all service charges for the statement month.
16. **Earnings Credit Allowance:** The value of the investable balances maintained during the statement month, which can be used to offset balance compensable service charges.  
*[Average Investable Balance x Earnings Allowance Rate x (Days in Mo./Days in Yr.)]*
17. **Total Charge for Services:** The sum of the charges for services rendered. This amount is detailed in the Service Analysis section.  
**Net Charge for Services:** Amount due for services after deducting the total charge for services from the earnings credit allowance where the result is negative.  
**Net Service Credit:** Amount of excess credit remaining after the total charge for services has been deducted from the earnings credit allowance where the result is positive.
18. **Service Charge Amount:** The net charge (total service charge after offset of earnings allowance) which will be debited from the DDA you have specified.

### 3. Service Analysis

J.P.Morgan		Group Account: 001 000000123456789		
JPMorgan Chase Bank, N.A.		Page 4 of 10		
ABC COMPANY		SEP 1 through SEP 30, 2012		
<b>Service Analysis</b>				
19	20	21	22	23
Service	Number Of Units	Unit Price	Charge For Services	Balance Required
<b>Account Services</b>				
Service Charge 1	14	3.0000	42.00	170,600.00
<b>Banking Center Services</b>				
Service Charge 1	978	0.5500	537.90	2,187,455.95
Service Charge 2	471,463	0.0014	660.05	2,684,203.31
Service Charge 3	919,935	0.0009	827.94	3,356,933.93
Service Charge 4	296	0.3000	88.80	351,120.00
Service Charge 5	41	2.5000	102.50	416,633.30
Service Charge 6	1,163	0.0300	59.76	242,983.29
<b>Interstate Deposit Network</b>				
Service Charge 1	1	113.0000	113.00	487,656.66
Service Charge 2	29	10.0000	150.00	1,179,333.14
<b>Depository Services</b>				
Service Charge 1	1	0.1200	0.12	486.00
Service Charge 2	37	0.1500	5.55	22,370.00
<b>Disbursement Services</b>				
Service Charge 1	18	0.1800	3.24	13,176.00
<b>Automated Clearing House</b>				
Service Charge 1	1	12.0000	12.00	48,800.00
<b>JPMorgan ACCESS</b>				
Service Charge 1	12	20.00	240.00	48,800.00
Service Charge 2	1,950	0.1000	195.00	792,999.99
Service Charge 3	1	95.6500	95.66	353,033.94
<b>24 Total Charge For Services</b>			<b>3,276.51</b>	<b>13,324,473.52</b>
<b>25 Summary Of Accounts Included In Analysis</b>				
001 000000123456789		001 000000234567891		001 00000345678912

J. P. MORGAN STATEMENT GUIDE

#### Service Analysis

Details the services used in the statement month by product category.

- 19. **Service:** The name of the services used. Services are grouped by product category.
- 20. **Number of Units:** Number of transactions.

21. **Unit Price (\$):** The price per unit of service.

22. **Charge for Service (\$):** The charge for each service.

23. **Balance Required (\$):** The balance required to offset the statement month's

balance compensable service charges.

24. **Total Charge for Services (\$):** The total of all service charges for the statement month.

25. **Summary of Accounts:** A list of account numbers that

are included in the analysis statement.

## 4. Adjustment Pages – Financial Impacts

J.P.Morgan		J.P.Morgan Chase Bank, N.A.		Group Account: 001 00000123456789	
				Page 9 of 10	
ABC COMPANY			SEP 1 through SEP 30, 2012		
Adjustment Pages					
<b>26 Financial Recap</b>					
<b>27 Billing Account:</b> 001 00000123456789					
<b>28 Cycle Date</b>	<b>29 Settlement Date</b>	<b>30 Previous Net Charge for Services</b>	<b>Adjusted Net Charge for Services</b>	<b>31 Net Charge / Credit for Services Adjustment Amount</b>	
AUG 2012	08-31-2012	3,415.46	3,395.46	-20.00	
<b>TOTAL</b>				<b>-20.00</b>	
<b>32 Historical Adjustment Summary</b>					
Group Account: 001 00000123456789					
AUG 1 through AUG 31, 2012					
<b>32 Description</b>	<b>33 Rate Previously Reported</b>	<b>34 Balance Information Previously Reported</b>	<b>Rate Adjusted Reported</b>	<b>Balance Information Adjusted Reported</b>	
Average Ledger Balance		121,018.94		121,018.94	
Less Average Float		-233.03		-233.03	
Average Collected Balance		120,780.91		120,780.91	
Avg Negative Collected Balance		0.00		0.00	
Avg Positive Collected Balance		120,780.91		120,780.91	
Less Reserve Requirement	.000	0.00	.000	0.00	
Average Investable Balance		120,780.84		120,780.84	
Less Balance Required		-13,441,132.03		-13,483,203.20	
Excess (Deficit) Invest Bal		-13,441,132.03		-13,483,203.36	
Net Collected Balance Position		-13,441,132.03		-13,483,203.36	
Earnings Credit Allowance	.300	30.60	.300	30.60	
Total Charge For Services		-3,446.06		-3,426.06	
Net Charge For Services		-3,415.06		-3,395.46	
Service Charge Amount		3,415.46		3,395.46	
<b>ADJUSTED ACCOUNTS INCLUDED</b>					
001 DDA 00000123456789					

### Adjustment Pages – Financial Impacts

Summarizes the overall financial impact of adjustments by statement month.

**26. Financial Recap:** The impact of adjustments to the net service charge for each impacted billing period.

**27. Billing Account:** The DDA account number that is assessed with the net service charge amount.

**28. Cycle Date:** The month and year of the adjusted historical period.

**29. Settlement Date:** The date service charges were due.

**30. Previous/Adjusted Net Charge for Service:** The service charge previously reported on the statement and the adjusted charge.

**31. Net Charge/Credit for Service Adjustment Amount:** The difference between the Previous and Adjusted Net Charge for Services.

**32. Historical Adjustment Summary:** The impact of adjustments during this cycle to balances, service charges and earnings allowances.

**33. Rate Previously/Adjusted Reported:** The rate previously reported on the statement and the adjusted rate.

**34. Balance Information Previously/Adjusted Reported:** The balance values previously reported on the statement and the adjusted balance values.

**35. Adjusted Accounts Included:** The DDA to which adjustments have been applied.

## 5. Adjustment Pages – Balances, Volumes and Pricing

J.P.Morgan		JPMorgan Chase Bank, N.A.		Group Account: 001 00000123456789		
ABC COMPANY		Page 10 of 10			SEP 1 through SEP 30, 2012	
<b>Adjustment Pages</b>						
<b>Balance Adjustment Detail</b>						
36 AUG 01 through AUG 31, 2012						
37	38	39	40	41	42	43
<u>Date Posted</u>	<u>Start Date</u>	<u>End Date</u>	<u>Collected Balance Adjustment Amount</u>	<u>Impact to Average Balance</u>	<u>Impact to Earnings Allowance</u>	<u>Impact to Net Charge/Credit for Services</u>
001 DDA 00000123456789						
6-05-2012	08-01-2012	08-31-2012	-10.00	-10.00	-0.00	-0.00
<b>Total AUG 2012</b>						<b>-0.00</b>
<b>Volume/Pricing Adjustment Detail</b>						
Group Account: 001 00000123456789						
AUG 1 through AUG 31, 2012						
<b>Product Family/Origin Code and Service</b>						
001 DDA 00000123456789						
Account Services						
Service Charge 1			20.0000	1	20.00	Original
			0.0000	0	0.00	Adjusted
					-20.00	
				47	Impact to Net Charges/Credit for Services is -20.00	
<b>TOTAL</b>				<b>AUG 2012</b>	<b>-20.00</b>	

### Adjustment Pages – Balances, Volumes and Pricing

Details the back-valued transactions, volume and pricing adjustments made to each account and the resulting impact to net charges for services.

- 36. **Adjusted Cycle Date:** The statement month and year of the adjusted historical period.
- 37. **Account Number:** The DDA to which a balance adjustment has been applied.
- 38. **Date Posted:** The date the balance adjustment was processed.
- 39. **Start Date:** The first date during the month reported that the balance adjustment is effective.

- 40. **End Date:** The last date during the month reported that the balance adjustment is effective.
- 41. **Collected Balance Adjustment Amount:** The dollar amount of the balance adjustment.
- 42. **Impact to Average Balance:** The balance adjustment amount multiplied by the number of effective days and divided by the total number of days in the statement month.
- 43. **Impact to Earnings Allowance:** The amount that is added or subtracted from the Earnings Credit Allowance as a result of this balance adjustment.

- 44. **Impact to Net Charge/Credit for Services:** The amount that is added or subtracted from the Net Charge/Credit for Services as a result of this balance adjustment.
- 45. **Original:** The unit price, number of units and charge for services last assessed.
- 46. **Adjusted:** The adjusted unit price, number of units and charge for services.
- 47. **Impact to Net Charge/Credit for Services:** The amount that is added or subtracted from the Net Charge/Credit for Services as a result of this volume/pricing change.



## 6. Account Analysis Definitions and Formulas

This listing of terms and definitions is provided so that you can easily review how the Account Analysis figures were calculated.

**Average Collected Balance:**

The Average Ledger Balance minus the Average Float balance.

*[Average Ledger Balance – Average Float]*

**Average Float:** The difference between the Average Ledger Balance and the Average Collected Balance.

*[Average Ledger Balance – Average Collected Balance]*

**Average Investable Balance:** The balance on which the Earnings Credit Rate is applied.

**Average Ledger Balance:** The sum of the daily ending ledger balances (positive and negative) divided by the number of days in the statement month.

**Average Negative Collected Balance:** The sum of the daily ending negative collected balances divided by the number of days in the statement month.

*[Average Collected Balance – Average Positive Collected Balance]*

**Average Positive Collected Balance:** The sum of the daily positive collected balances for the month divided by the number of days in the statement month.

*[Average Collected Balance + Average Negative Collected Balance]*

**Average Year to Date:** The balance analysis line calculations averaged for the calendar year. When an account is opened during the year, this column represents the average since the account was opened.

**Balance-Based Service Charges:** Service charges that can be offset by the earnings credit allowance.

**Balance Required:** Balance required to offset the statement month's balance-based service charges.

*[Total Charge for Services / Earnings Credit Rate x (Days in Yr./ Days in Mo.)]*

**Balances Brought Forward:** For accounts on a settlement cycle other than monthly, the amount of the excess balances carried over from prior month(s) to be accumulated within the current month.

**Charges Brought Forward:** For accounts on a settlement cycle other than monthly, the amount of service charges carried over from prior month(s) to be accumulated within the analysis cycle.

**Charges Taken Forward:** For accounts on a settlement cycle other than monthly, the amount of service charge accumulated thus far which will be carried over to the next month.

**Earnings Credit Allowance:** The value of investable balances maintained during the statement month which can be used to offset balance compensable service charges.

*[Average Investable Balance x Earnings Credit Rate x (Days in Mo./ Days in Yr.)]*

**Earnings Credit Rate:** The rate used to value the Average Investable Balance.

**Excess (Deficit) Earnings Allowance:** Difference between the Earnings Credit Allowance and the Balance-Based Service Charges.

**Excess (Deficit) Investable Balance:** The excess or deficit in balances remaining after the balances required to offset the current month's balance-based service charges have been deducted.

**Fee-Based Service Charges:** Service charges that cannot be offset by the earnings credit allowance.

**Impact to Average Balance:** The balance adjustment amount multiplied by the number of effective days and divided by the total number of days in the period.

**Impact to Earnings Allowance:** The amount that is added or subtracted from the Earnings Credit Allowance as a result of balance adjustments.

**Impact to Net Charge/Credit for Services:** The amount that is added or subtracted from the Net Charge/Credit for Services as a result of any adjustments.

**Net Charge for Services:** The amount due for services after deducting the Total Charge for Services from the Earnings Credit Allowance.

**Net Service Credit:** Amount of excess credit remaining after deducting the Total Charge for Services from the Earnings Credit Allowance.

**Service Charge Amount:** Service charge that will be debited from the DDA you have specified.

**Settlement Date:** When the analysis billing period is greater than one month, the day for which the analysis billing cycle will be complete. For example, a quarterly billing cycle may have a settlement date of March 31 on the January analysis statement.

**Total Charge for Services:** Sum of the charges for services rendered.

**Total Net Services:** The net charge for services, plus or minus balances/charges brought forward.

**Unit Price:** Price per unit of service.

Appendix 4.  
Funds Availability Schedule

# J.P.Morgan

## Availability Schedule

January-19

**J.P.Morgan Paper Deposits  
Availability Schedule Policy**

The funds availability of checks deposited is based on the financial institution where the check is drawn.

The cutoff for same day ledger credit for deposits delivered directly to a regional processing center is 4:00 p.m. local time. Deposits received after deadline will be posted on the next business day.

The Federal Reserve banking system will not forward process any item over \$99,999,999.99. J.P.Morgan may refuse to process such item or handle any such item as a collection item, with customer credit and availability deferred accordingly.

Availability schedules may be changed without notification.

Thrift and S&L routing transit numbers (RTs) receive the same availability as the corresponding RT range as listed in the schedule.

Federal Reserve Bank and Federal Home Loan Bank RTs are assigned one day float.

RTs will be returned if retired by the Federal Reserve Bank

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## CHECK AVAILABILITY SCHEDULE

Routing Transit Number(s)	Description	Availability
See "On Us" page	On Us	1
See "On Us" page	On Us Control Disbursement	1
0000-0020, 0119, 0800	Postal Money Orders	1
0000-0050, 0051	U.S. Treasury Warrants	1
0000-9000	Savings Bonds	1
All Others	Domestic Institutions	2

## On Us

### Nationwide On Us RTs

0210-0002	0440-0003	0750-0001	1130-0767
0210-0012	0519-0036	0830-0013	1221-0002
0211-0036	0610-9238	1020-0101	1232-7197
0212-0233	0654-0013	1030-0064	1240-0154
0212-0271	0710-0001	1070-8955	2631-8986
0212-7272	0710-0077	1110-0061	2670-8413
0213-0046	0710-7452	1110-0115	3222-7162
0214-1063	0711-0026	1119-2186	3250-7076
0223-0017	0720-0032	1119-9377	
0280-0012	0740-0001	1130-0060	

### Nationwide Controlled Distribution RTs

0213-0937	0441-1544	0724-1292
0220-0084	0652-0475	0759-0272
0311-0026	0719-2322	1113-0088

Appendix 5.  
Pledgee Agreement  
Forms

# Pledgee Agreement Form

To: **Federal Reserve Bank of Boston**  
600 Atlantic Avenue  
Boston, MA 02210  
Attn: Wholesale Operations/Joint Custody

Tel: 800-327-0147, Option #4  
Fax: 877-973-8972

Date: \_\_\_\_\_

We, the \_\_\_\_\_ agree to the terms of **Appendix C** of your *Operating Circular 7*, dated August 19, 2005, as it may be amended from time to time with respect to the account on your books designated \_\_\_\_\_ (4 digit alpha-numeric account number)

We further agree that you may accept par for par substitutions: securities from the Pledgor as a replacement of, or in substitution for, those securities presently held (please check one):

NO (Instructions required for each withdrawal)

YES (Standing approval)

Provided that the replacement or substitution does not reduce the aggregate par amount of securities held in custody for us. (See *Operating Circular 7, Appendix C, Section 4.3.*)

We authorize you to use the following call-back procedure for securities transactions pertaining to this account (please check one):

Three-party call-back

Four-party call-back

We certify that the individuals listed below may take authoritative action on our behalf with respect to the account, including a direction to release collateral from the account. You may rely on the authority of these individuals with respect to the account until we otherwise notify you.

Telephone: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Pledgee Agreement**  
(page 2 of 2)

Telephone: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Undersigned hereby certifies that he/she is the present lawful incumbent of the designated public office.

**Pledgee**

\_\_\_\_\_  
Name of governmental unit

\_\_\_\_\_  
Street Address or P.O Box Number

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Official Signature/ **Date**

\_\_\_\_\_  
Printed Name and Title

**Notary**

State of \_\_\_\_\_

County of \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ before me personally appeared \_\_\_\_\_, to me personally known or satisfactorily proven, who by me duly sworn, did depose and say that he/she resides at \_\_\_\_\_, in the City of \_\_\_\_\_, in the State of \_\_\_\_\_, that he/she is the \_\_\_\_\_ [Title] of \_\_\_\_\_ and that he/she executed this document on behalf of \_\_\_\_\_ before me.

\_\_\_\_\_  
(Signature of Notary)

\_\_\_\_\_  
(Print name of Notary)

My commission expires on \_\_\_\_\_ [Date]

## Instructions for Completing a Pledgee Agreement & Authorization List

**Please retain a blank copy of the Pledgee Agreement for future use and a copy of the completed form for your records.**

Please type or print in ink the following information in the appropriate sections of the form

- **Please list the name of your entity**, as it appears on your statements, on the blank line in the first sentence. (e.g. We, the “Town of Plainville”)
- **Pledgee number** is the four-character identifier that begins with an alpha character, is assigned by the Federal Reserve Bank, and can be found on your statement as the Institution ID. If this is a request to open a new account, please write “NEW”.
- **To allow substitution of collateral**, check the box **YES** to permit financial institutions that pledge collateral to you to replace or substitute collateral at the same or greater current value (par for par) without your having to approve each transaction:
  - Replacement collateral must be deposited the same day that the request to release the collateral is made. At no time are you at risk of being under-collateralized. No collateral will be released without a qualifying substitution or your approval.
  - FRB staff will calculate the current book value of the replacement collateral and ensure that it is of equal or greater value to the collateral it is replacing.
  - A Pledgee Activity statement will be sent to you as notification that a substitution has been completed.
- Select **NO** to approve each and every individual transaction.
- **Call-back procedure** refers to the number of Authorized Individuals who must approve a release of collateral. By checking the box for three-party call-back, you are indicating that one individual from your organization can initiate a collateral transaction and that same person can also verify the transaction. By checking the box for four-party call-back, you are indicating that two individuals from your organization are required for every approval: one individual can initiate the transaction but a second must verify it. (In both cases, the other two parties are Federal Reserve individuals.)
- **Name, title, signature, fax and telephone numbers** of each individual authorized to release securities pledged to this public entity and held in a joint custody account at the Federal Reserve Bank. This list will be used to verify the authenticity of instructions to release pledged securities. Please provide at least three names and as many additional people as you need to accommodate vacations, illness, turnover, etc. Please list them in the order you prefer they be contacted.

## Instructions for Completing a Pledgee Agreement (page 2 of 2)

- **Signature, name, and title of the officer who is authorized** to designate the listed individuals. We recommend that the officer not be included on this list as one of the persons authorized to release securities. By signing this form, the officer authorizes the individuals listed to release pledged securities. This signature must be notarized.
- **Notary Information with seal** must be obtained to validate the authenticity of the signature of the approving officer.
- **Please Return the completed Pledgee Agreement to:**

**Federal Reserve Bank of Boston**  
600 Atlantic Avenue  
Boston, MA 02210  
**Attn: Wholesale Operations/Joint Custody**

**Or fax toll-free to: 877-973-8972**

**If you have questions or require assistance, please call a customer support representative: 800-327-0147, option 4.**

**You can view Operating Circular 7 at the following web address:**  
[www.frbervices.org/OperatingCirculars/pdf/Oc7.pdf](http://www.frbervices.org/OperatingCirculars/pdf/Oc7.pdf)

FEDERAL RESERVE  FINANCIAL SERVICES

# Fedwire<sup>®</sup> Securities Joint Custody Service FedMail<sup>®</sup> Request Form

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## Required Fields\*

### Section 1: Service Description and Form Instructions

Joint Custody Service (JCCR) provides pledgees with the ability to receive Detailed Activity Statements and Book-Entry Securities Holdings Statements for their Joint Custody accounts by email. The email is sent in text format; the statements and reports are sent as attachments, which may be viewed with a text editor, spreadsheet, or word processing software. Pledgees will receive Detailed Activity Statements for each business day on which activity occurred in their Joint Custody accounts.

- Use "Section 3: Service Specific Information" to add delivery addresses.
- Shared email addresses are preferred. Please provide more than one email address if using individual email addresses.
- The email addresses in Section 3 will remain in effect until an updated form is received and processed.
- The form must be signed by an authorized individual listed on your current pledgee agreement on file with the Federal Reserve Bank.
- If updates are required to your current Joint Custody pledgee agreement, please call (800) 327-0147.
- Book-Entry Securities Holding Statements are delivered monthly. If you wish to receive daily statements, please submit a request in writing, signed by an authorized individual on the pledgee agreement, to:

**Federal Reserve Bank of Boston**  
600 Atlantic Avenue  
Boston, MA 02210  
**Attn: Wholesale Operations/Joint Custody**  
**Or fax toll-free to: (877) 973-8972**

**For assistance completing this form, please contact Wholesale Operations Site at (800) 327-0147, option 4.**

**Send the completed and signed form to the Customer Contact Center at:**

**Email:** [ccc coordinators@kc.frb.org](mailto:ccc coordinators@kc.frb.org)

**or**

**Fax:** (800) 660-7856

**Section 2: Customer Information**

<b>State or Local Government Institution Name*</b>	
<b>Joint Custody Account Number(s)*</b>	<i>Provide the 4-digit alpha-numeric account number(s) below that are listed as "institution ID" on your statement. This form may be used for multiple account numbers being delivered to the same addresses, with a maximum of four account numbers.</i>
<b>Account #1</b>	
<b>Account #2</b>	
<b>Account #3</b>	
<b>Account #4</b>	

**Section 3: Service Specific Information**

The email address(es) below will remain in effect until an updated Joint Custody Service FedMail® Request Form is submitted. Detailed Activity Statements will be delivered for business days on which activity occurs in your organization's Joint Custody securities accounts.

<b>Email Address(es)</b> <i>This list replaces the prior email address(es) on file for your organization.</i>

### Section 4: Authorized Approval

Use of the FedMail Solution is governed by Federal Reserve Bank Operating Circular 5, Electronic Access ("OC 5"). Depending on the services you choose to access using FedMail, additional [Operating Circulars](#) may govern. Submission of this form constitutes acceptance of the terms and conditions of OC 5 and other applicable Operating Circulars and agreements. The Federal Reserve Banks have no obligation to verify the accuracy of the information you provide in this form and have the right to rely on such information in connection with the provision of FedMail access to the services you are requesting. Except to the extent prohibited by law or regulation, you agree to indemnify, hold harmless and defend the Federal Reserve Banks against any claim, loss, liability, or expense made against or incurred by the Federal Reserve Banks in connection with their reliance on the information provided in this form.

The person signing this form must be listed on your current pledge agreement on file with the Federal Reserve Bank as authorized to act for your account.

<b>Authorized Signature*</b>			
<b>Authorized Signer Name*</b>	<i>First</i>	<i>MI</i>	<i>Last</i>
<b>Authorized Signer Email Address*</b>			
<b>Authorized Signer Phone Number*</b>	<i>Country Code</i>	<i>Phone</i>	<i>Extension</i>
<b>Date*</b>			

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Last updated: 11/10/2017  
Version 2.0

**Appendix 6.  
Corporate Information  
Security Program Letter**

May 2018

Dear Valued Customer:

At JPMorgan Chase & Co. (“JPMC” or “Firm”), we have developed a rigorous program to safeguard our customers’ data in our care. We are committed to observing the data protection laws and regulations in all the jurisdictions in which we do business.

Our Information Security Program (“Program”) is designed to securely enable new business and technology initiatives while maintaining a relentless focus on protecting the Firm and its clients/customers.

### **How Our Information Security Program is Designed**

Our IT Risk and Security Policies and Standards provide the foundation of the Program and establish the rules for safeguarding our IT environment. The Program is designed to:

- Provide for the security and confidentiality of customer, client, and employee information;
- Protect against anticipated threats or risks to the security or integrity of that information;
- Prohibit unauthorized access to, or use of, information that could harm any customer, client or employee;
- Properly store, transport and dispose of customer, client, and employee information;
- Inform employees about their responsibilities to protect customer and client information and the security of our systems;
- Require that our key third party service providers adhere to our security policies and standards, as well as applicable regulatory obligations;
- Adhere to all customer notification requirements for protecting information.

In partnership with the Firm’s lines of business, the Global Cybersecurity and Technology Controls (“CTC”) organization identifies information security risk issues and champions programs for the technological protection of JPMC’s information resources including applications, infrastructure as well as confidential and private information related to the Firm’s customers, clients and employees.

### **How We are Governed**

The Global CTC functions are responsible for the governance and oversight of the Program.

The technology governance structure is designed to identify, escalate, and mitigate information security risks. This structure uses key governance forums to disseminate information and monitor technology efforts.



These forums are established at multiple levels throughout the Firm and include representatives from each line of business and relevant corporate functions. Compliance Measurement and Reporting for the organization is produced for these forums, and is reviewed by management at multiple levels including technology management, greater Firmwide management and the Firm's Operating Committee.

The Audit Committee of the Board of Directors reviews and approves the Program annually. Internal and external auditors continually review our IT programs and processes.

Regulators in countries where the Firm operates periodically inspect and review our Program.

## How the Program is Implemented

The Firm implements the Program through the following capabilities, processes, controls and technology solutions:<sup>1</sup>

### 1. Network and Email Security

Our Network and Email Security (NES) strategy is focused on enabling enterprise security controls designed to prevent and detect unauthorized network activities, and protect against risks introduced through web and email communications. Capabilities include securing the perimeter, oversight of firewall rules, limiting access via multiple security controls, network traffic visibility and inspection, and email protection. The NES product as part of the Cyber Operating model also provides a Firmwide control framework for Network and Email Security in partnership with the lines of business, Global Technology Infrastructure, and Risk and Compliance.

### 2. Endpoint Security

Our Endpoint Security capabilities are designed to detect and prevent malware from infiltrating the Firm's corporate network using end point devices. We manage the security standards and Endpoint Security tools on end point computing devices, such as Workstations, Servers, ATMs and Mainframe/Large Midranges (LMRs). Capabilities include malware detection & prevention, endpoint activity monitoring, and build hardening standards & controls.

### 3. Data Protection

The Data Protection program identifies and implements actions to improve protection of Firm, customer and client information. The program established a framework designed to apply appropriate cybersecurity controls to business data. These controls include discovery, classification, encryption and data loss prevention. Components of the program are designed to enable the Firm to better:

- Understand the data we have, its sensitivity and ways to protect it;
- Provide standards and guidance on available tools and services;
- Identify, categorize and protect our data;
- Implement encryption and lifecycle protection of our data;
- Maintain and enhance existing data loss prevention services, processes and tools.

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<sup>1</sup> As of 2017.

#### **4. Cloud Security**

The mission of the Cloud function is to ensure the appropriate cybersecurity controls are in place to protect business data and cloud services. Capabilities include logging and monitoring, encryption, access control, lifecycle management and embedding security into all cloud services.

#### **5. Application and Mobile Security**

Through our secure-from-the-start design processes, the Program assists software engineers and operations teams in developing, implementing and operating secure applications that deliver exceptional client and employee experiences. This is further enhanced by our comprehensive application and mobile code scanning tools and processes to improve early detection and mitigation of software security issues in JPMC and vendor applications.

#### **6. Vulnerability Reduction Assessments and Training**

Our Vulnerability Reduction strategy is focused on detection and remediation of vulnerabilities across JPMC infrastructure and applications, driving remediation through a standard scoring model and SLAs. Assessments capability is focused on providing visibility into the firm's security posture by demonstrating the exposure to current cyber threats, highlighting vulnerabilities and control weaknesses, by using adversary tactics, tools and procedures in order to inform and prioritize Firmwide risk reduction activities. Exercises capability leverages targeted tabletops, drills, and employee phishing tests to assess the firm's overall readiness to detect, respond to and recover from high-risk cyber scenarios targeting its most critical Business processes and assets. Training is focussed on reducing risk to the firm through enhancing technologists' knowledge, skills and abilities in CTC.

#### **7. Security Event and Incident Management**

Our security event and incident management capabilities enable monitoring, detection, and investigation of security-related events and incidents. These capabilities leverage threat intelligence, operational risk measures, and business referential context to continually improve early detection of threats and coordinate integrated, Firmwide responses to security-related events.

#### **8. Digital Forensics**

Our Digital Forensics capabilities enable the recovery, preservation and investigation of material found in digital devices and networks as part of suspected events by employing forensically sound procedures to present in investigative proceedings. Capabilities include providing technical support, evidence collection and storage for Code of Conduct investigations, and responding as Subject Matter Experts in suspected cyber-attacks.

#### **9. Fraud and Client Protection**

Our processes around fraud and client interaction enable us to better detect and prevent fraud activities relating to cyber security and reduce the risks introduced via client-access channels. These are

accomplished by investing in authentication and other technologies to secure the online experience, increasing client awareness and implementing robust fraud prevention technologies. Our fraud program reaches across banking activities, credit/debit card related fraud, as well as our digital platforms. We also search across the web to identify potential phishing campaigns against the Firm.

## 10. Third Party

Corporate Third-Party Oversight (CTPO) is a dedicated function that establishes the risk management governance framework and enforces defined policies and standards for the lifecycle of third-party service providers engagements.

The framework includes identifying, assessing, managing and monitoring risk from third-party service providers, along with leveraging integrated reporting and analysis for effective risk management.

Controls are reviewed as part of the due-diligence and comprehensive risk assessment conducted of third-party service providers and third-party applications by CTPO's Supplier Assurance Services (SAS) team.

## 11. Identity and Access Management

The Identity and Access Management program implements access standards and controls across our infrastructure and applications, particularly those that contain customer information. These controls are designed to authenticate users, permit authorized access, enforce consistent administration procedures, maintain segregation of duties, and ensure timely changes through on-boarding/termination/transfer processes for Firmwide information systems.

## 12. Resiliency and Recovery

The Resiliency and Recovery program aligns an integrated Firmwide resiliency program to the Firm's business strategy and principles, as well as the requirements of the Firm's customers and clients globally. The program is designed to help the Firm recover critical business functions and supporting assets (i.e., staff, technology and facilities) in the event of a business interruption while complying with global laws and regulations relating to resiliency risk. Key elements include:

- Providing continuity of client and customer services while protecting the Firm's employees and assets;
- Engaging senior management on the program, strategy, leadership and oversight;
- Managing resiliency risks proactively to incorporate appropriate procedures and controls;
- Developing and maintaining resiliency plans based on impact analysis and criticality;
- Helping employees understand their role in recovery scenarios and conducting validation exercises across critical functions and locations.

## 13. Production Management

The mission of the CTC Production Management team is to oversee all Production Operations and ensure the highest degree of standards are being met for uptime, availability, hygiene and overall application health for CTC Products. The current Production Management services that provide stability to CTC are

focused on delivering world class services in respect to incident, problem, change, resiliency, capacity, automation, and monitoring. Providing production coverage will ensure that we are reducing risk to the firm by ensuring our CTC toolset is consistently at peak availability.

#### **14. Global Privacy Incident Management**

The Global Privacy Office is responsible for establishing and maintaining the Firmwide framework for privacy incident and breach management. This framework drives consistency and provides guidance for Privacy Incident Response Managers and Privacy Compliance functions surrounding the minimum requirements that must be addressed in privacy incident response procedures. Cybersecurity Incident Response Teams escalate privacy incidents, in line with their procedures, to the Privacy Incident Response Team Managers for research, analysis, notification and root cause assignment.

Core responsibilities of the Global Privacy Office as it relates to Privacy Incident Management include:

- Maintaining the Potential Breaches of Information Program including the Potential Breaches of Information Policy, Global Incident Response Standards and global guidance materials;
- Developing and disseminating reporting on Firmwide potential incidents and breaches;
- Advising on high severity incidents (Sev 1) and approving approach for external notifications;
- Providing Firmwide guidance, training and reporting criteria for Incident Response Teams to include in procedures, and
- Communicating policy requirements to JPMC workforce.

#### **Information Security is a Shared Responsibility**

At JPMorgan Chase, we take the protection of our customers' data in our care seriously and have the aforementioned capabilities, processes, controls and technology solutions in place to safeguard the data. However, even the best security measures can only be effective in ensuring data security if our customers are also vigilant about employing the necessary safeguards to protect their information.

Thank you for your continued confidence in JPMorgan Chase & Co. We appreciate the partnership with you.



**Rohan M. Amin**  
Managing Director  
Chief Information Security Officer &  
Chief Technology Control Officer

**Appendix 7.**  
**Recommended Changes / Additions**

# Proposal to State of West Virginia

## Appendix 7. Recommended Changes / Additions

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J.P. Morgan has identified below the terms or conditions that we respectfully request be modified in accordance with our recommended revisions. We are willing to discuss mutually agreeable modifications to the contract terms. The proposed changes are indicated by comments in **red text**; additions *in italic, underlined text*; and deletions by ~~strikethrough, red text~~.

State of West Virginia Request for Quotation  
14 — Financial  
CRFQ 0323 VVWV1900000004

REQUEST FOR QUOTATION

WorkForce West Virginia Banking Services

GENERAL TERMS AND CONDITIONS

8. **INSURANCE:** The apparent successful Vendor shall furnish Certificates of Insurance as proof of the insurance identified by a checkmark below. ~~and must~~ The Commercial General Liability and the Business Auto Liability policies will list include the State as an additional insured as their interests pertain to this contract on each policy prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. ~~Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancellation, policy reduction, or change in insurers. JPMC can endeavor to send notice if changes to the policy are below the minimum requirements of this contract or for cancellation.~~ The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed in this section.

**Business Automobile Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.

Notwithstanding anything contained in this section to the contrary, the Director of the Purchasing Division reserves the right to waive the requirement that the State be ~~named listed~~ as their interests pertain to this contract on one or more of the Vendor's insurance policies if the Director finds that doing so is in the State's best interest.

21. **APPLICABLE LAW: J.P. Morgan Comment:** As a National Banking Association, J.P. Morgan is subject to regulation under various state and federal laws in the United States, as well as the applicable laws of each of the various jurisdictions outside the U.S. where the firm does business.

28. **WARRANTY: J.P. Morgan Comment:** This section is inapplicable for a banking services contract and seems suited for a contract for goods or for construction, as the Bank does not make warranties relating to financial services including warranties that services are fit for their particular purpose.

## Proposal to State of West Virginia

**30. PRIVACY, SECURITY, AND CONFIDENTIALITY: J.P. Morgan Comment:** It is the firm's policy to comply with the privacy and data protection requirements, as defined by applicable law and regulation, where the firm conducts business. The firm takes its responsibility to protect the privacy and confidentiality of any client information very seriously. The firm maintains physical, electronic and administrative safeguards that comply with applicable legal standards to store and secure client information from unauthorized access and use, alteration and destruction. The firm also maintains an incident management program in its Privacy Office that responds to potential risks to client and personal information.

The firm employees and contractors are held accountable for complying with applicable privacy and data protection policies, procedures, laws and regulations, and are trained annually to remind them of the importance of doing so. On an annual basis, the status of the Information Security program, the Data Privacy program, the Business Resiliency Program and compliance against the Gramm-Leach Bliley Act (GLBA) are presented to the Board of Director's Audit Committee.

While the firm cannot agree to abide by the State's or any individual client's data security requirements, the firm agrees to implement and maintain appropriate levels of data and information technology security in accordance with its internal policies and procedures. The firm does not specifically comply with any one particular set of standards or requirements, but broadly complies with numerous standards and requirements in accordance with its many regulatory obligations as part of a highly regulated industry. To comply with such regulations, the firm maintains an IT Risk and Security Management Program ("IT Risk Program"), which is subject to regular inspection by regulatory authorities, including the U.S. Office of the Comptroller of the Currency and the Federal Reserve. Please refer to Appendix 6 for the Corporate Information Security Program Letter which provides further information about our IT Risk Program. We are willing to discuss this topic further with the State.

**36. INDEMNIFICATION: J.P. Morgan Comment:** We may are willing to provide an indemnity for third party claims directly resulting from the negligence or willful misconduct of our officers, directors and agents in connection with providing the services under this RFQ; and we will not be responsible for indirect, incidental, consequential or punitive damages. We look forward to further dialogue on this section.

**41. BACKGROUND CHECK: J.P. Morgan Comment:** All JPMorgan Chase employees, as well as contingent workers and certain designated third party supplier personnel assigned to perform or engage in services on JPMorgan Chase's behalf, have successfully passed the requirements for employment under applicable federal law. These requirements include, but are not limited to, restrictions under Section 19 of the Financial Institution Reform and Recovery Act ("FIRREA"). FIRREA prohibits FDIC-insured institutions like JPMorgan Chase from employing or engaging as a contingent worker, any individual that has been convicted of, or entered a pretrial diversion or similar program for, a felony or multiple misdemeanor criminal offenses involving breach of trust, dishonesty, money laundering, embezzlement, fraud, theft, criminal conspiracy or the sale, distribution, manufacture of or trafficking in controlled substances. Furthermore, pursuant to the JPMorgan Chase policy, eligibility for employment or assignment is evaluated on a case-by-case basis for the following types of offenses: crimes of violence, crimes involving moral turpitude and crimes related to the performance of an employee's responsibilities, e.g., driving under the influence of alcohol or controlled substances when the employee drives as part of their job. Finally, as a term of employment, each JPMorgan Chase employee must annually certify adherence to the firm's Code of Conduct which among other requirements contains an affirmative obligation for the employee to notify the Firm of any felony or misdemeanor arrest/conviction.