

Attachment F

ADD A LOCAL GOVERNMENT POOL ACCOUNT

RIM #: _____ (for Treasury use only)

1. Name of Local Government: _____
2. Title of New Pool Account: _____
3. Date to be Opened: _____ 4. Date to be Funded*: _____
5. Treasury to Fund Account by Transfer from Pool Account Number **OR** Via ACH From Bank Account Number Already Established with LGP**: _____
6. Amount to be Transferred by Treasury to Fund New Pool Account**: _____
7. Pool Account to Which Fees Should be Charged**: _____
8. Pool Account to Which Interest Should be Posted**: _____
9. Overdraft Protection From Pool Account Number**: _____
10. Pool Account Number Assigned (for Treasury use only): _____

Signature of Authorized Signer***

Date

*Account **MUST** be funded in the month it is opened – **FEES ACCRUE IN MONTH OF OPENING**

**These fields are optional – not required

***Authorizing individual is **REQUIRED** to be on the Local Government's "Authorized Signature Letter"

Attachment F

Instructions for completing Attachment F:

1. Provide name of local government.
2. Provide title of new pool account.
3. Identify date to open new pool account.
4. Identify date pool account will be funded – account **MUST** be funded in the same month it is opened- **FEES ACCRUE IN MONTH OF OPENING**
5. If local government would like Treasury to initiate the funding transaction for the new account, fill in the bank account number, or existing pool account number, that funds will be sent from to fund new account. Local government can initiate funding of account directly via Voice Response System, if they wish.
6. If Treasury is initiating the funding transaction, identify the amount of the funding transaction.
7. Local government can designate an alternate fee account if they would like to have Treasury fees for the new pool account deducted from another existing pool account.
8. Local government can designate an alternate interest account if they would like to have interest for the new pool account posted to another existing pool account.
9. Local government can designate another existing pool account to provide overdraft protection for the new account. If the balance in the new account is ever reduced below zero, an automatic pool to pool transfer will be generated from the pool account identified to bring the balance in the new pool account back to zero on the same day.
10. To be completed by Treasury.

If you have questions regarding this form, please contact us at lgip@mail.ost.state.or.us or via phone at 1-800-452-0345.

Fax or mail the completed and signed Attachment F to the Office of the State Treasurer.

Fax number: (503) 373-1179

Mailing Address:
Office of the State Treasurer
Finance Division
Attn: LGP Coordinator
350 Winter Street, NE, Suite 100
Salem, OR 97301-3896