



MBA Bankers Service Corporation, Inc.

## MISSOURI SINGLE BANK POOLED COLLATERAL PROGRAM (SBPC)

# INSTRUCTIONS and INFORMATION

The following information contains step-by-step instructions for an Institution that elects to participate in the Missouri Single Bank Pooled Collateral Program (SBPC) administrated by MBA Bankers Service Corporation (MBA Service Corp). Should you have any questions, please contact Joyce Kennedy at (573) 636-8151 or [mopooledcollateral@mobankers.com](mailto:mopooledcollateral@mobankers.com).

### ENROLLMENT STEPS

Go to [mobankers.com/mopooledcollateral](http://mobankers.com/mopooledcollateral)

- Step 1:** Participation Agreement  
Complete, sign and email to [mopooledcollateral@mobankers.com](mailto:mopooledcollateral@mobankers.com).
- Step 2:** Security Agreement  
Complete, sign and email to [mopooledcollateral@mobankers.com](mailto:mopooledcollateral@mobankers.com).
- Step 3:** Custodial Agreement for each Qualified Trustee  
Complete, sign and email to [mopooledcollateral@mobankers.com](mailto:mopooledcollateral@mobankers.com).
- Step 4:** Contact Your Public Depositors  
Promote the benefits of the SBPC program to your public depositors encouraging them to switch from the dedicated method to the SBPC method. Once engaged, have each participating public depositor complete the Public Depositor Consent to Access Reports. Reports are posted monthly to [mobankers.com/mopooledcollateral](http://mobankers.com/mopooledcollateral).
- Step 5:** Initial Reporting  
When you are ready to begin the SBPC with your initial participating public depositors, complete the Monthly Bank Report spreadsheets (*three tabs*) -
  - Monthly Reporting – The banking institution will show it is in compliance when beginning the program with enough collateral to cover the current month end public deposits.
  - Public Depositors – The banking institution will list the public depositors it will initially be enrolling the program.
  - Securities and/or Collateral – The banking institution will list descriptive information on all securities and collateral being pledged.
- Step 6:** Ongoing  
By the tenth of each month, complete and submit the Monthly Bank Report to MBA Service Corp.

### QUALIFICATIONS

- The banking institution must be headquartered in Missouri or have a branch physically in Missouri and be authorized to accept public funds for deposit.
- The deposits of the banking institution must be insured or guaranteed by the Federal Deposit Insurance Corporation or the National Credit Union Administration.
- The banking institution must not have any restrictive orders or sanctions from the Division of Finance, Division of Credit Unions, or a federal regulatory agency.