



State of Rhode Island
The Department of Human Services– CHILD SUPPORT ENFORCEMENT (CSE)
77 Dorrance Street, Providence, RI 02903

DATA EXCHANGE ELECTION FORM

Financial institutions use this form to participate in the Financial Institution Data Match (FIDM) with the Department of Human Services – CSE. When completed and signed by an authorized representative of your organization, this form, and any amendment of this form, will be included as part of the FIDM agreement documentation. It will serve as the official data processing agreement with this Division.

ACTION	<input type="checkbox"/> Initial Election	<input type="checkbox"/> Change Election	<input type="checkbox"/> Add or Change Vendor
---------------	---	--	---

FINANCIAL INSTITUTION – DATA EXCHANGE INFORMATION	
Name: _____	FEIN: _____
Contact: _____	Phone: _____
Physical Address: _____	Mailing Address: _____
_____	_____
_____	_____
_____	_____

EXCHANGE METHOD (SELECT ONE)
<input type="checkbox"/> The Department of Human Services – CSE will submit to the financial institution on a quarterly basis a listing of Individuals who owe past-due child support. The financial institution will have forty-five (45) days to match this file all against accounts maintained at the financial institution and return the matches to CSE; or
<input type="checkbox"/> The financial institution will initially submit to the Department of Human Services - CSE a listing of all accounts of the financial institution. Subsequent quarterly updates must then be sent to CSE reporting new, changed, or recently closed accounts which supplement or update information previously filed.

DATA EXCHANGE MEDIA (SELECT ONE)
<input type="checkbox"/> IBM 3480 Cartridge <input type="checkbox"/> 9 Track Tape <input type="checkbox"/> 3 1/2 Floppy Disk <input type="checkbox"/> CD <input type="checkbox"/> Other _____

ELECTION WEEK (Select first and second choice for election week, and beginning quarter)
1 st Choice (Circle Week) 1 2 3 4 5 6 7 8 9 10 11 12 13 Beginning Quarter (Select One)
2 nd Choice (Circle Week) 1 2 3 4 5 6 7 8 9 10 11 12 13 <input type="checkbox"/> Current Quarter <input type="checkbox"/> Next Quarter
Note: Election Week is the week within a calendar quarter that the Department of Human Services – CSE forwards data to financial institutions. Election Week shall be mutually determined by the Department of Human Services – CSE and the financial institutions and is effective upon the signing of the FIDM agreement.

VENDOR INFORMATION

If you plan to use a vendor to exchange data with the Department of Human Services - CSE, please provide the following information:

Name: _____

Address: _____

Contact: _____ Phone: _____

Would you like the data transmitted directly to your authorized vendor? YES NO

AUTHORIZED REPRESENTATIVE

Name (please print): _____ Title: _____

Signature: _____ Date: _____