



## Uniform Application for Municipal Securities Principal or Municipal Securities Representative Associated with a Bank Municipal Securities Dealer—Form MSD-4

The Board of Governors of the Federal Reserve System, the Federal Deposit Insurance Corporation, and the Office of the Comptroller of the Currency are authorized to collect this information pursuant to the authority contained in the following statutes: 15 U.S.C. §§ 78o-4, 78q, and 78w.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The information provided by each respondent is considered to be confidential.

### PRIVACY ACT NOTICE

The Federal Reserve Board is authorized to request this information from you by Sections 3, 15B(c), 15C, 17 and 23 of the Securities Exchange Act of 1934 (15 U.S.C. 78c, 78o-4, 78o-5, and 78q and 78w); and Section 11 of the Federal Reserve Act (12 U.S.C. 248). The purpose for collecting the information is to comply with the registration requirements of municipal securities dealers, municipal securities representatives, and U.S. Government securities brokers or dealers and associated persons contained in the Securities Exchange Act of 1934, and to support the Board's regulatory and supervisory functions. Furnishing the requested information is mandatory. Failure to provide the requested information in whole or in part may delay or prohibit the determination of your compliance with applicable registration and professional qualification requirements. The information you provide is protected by the Privacy Act, 5 U.S.C. 552(a). The information may be furnished to third parties as authorized by law and used according to any of the routine uses described in the Municipal or Government Securities Principals and Representatives System of Records (BGFRS-17), available at <https://www.gpo.gov/fdsys/pkg/PAI-2013-BGFRS/xml/PAI-2013-BGFRS.xml#bgfrs17>. If you have any questions or concerns about the collection or use of the information, you may contact the Secretary of the Board, Board of Governors of the Federal Reserve System, 20th Street and Constitution Avenue, NW, Washington, DC 20551.

# Uniform Application for Municipal Securities Principal or Municipal Securities Representative Associated with a Bank Municipal Securities Dealer

1. Applicant Name:

\_\_\_\_\_  
Last First Middle (if none, write "N/A")

2. Bank Municipal Securities Dealer:

3. Office of Employment Applicant:

A. \_\_\_\_\_  
Name

\_\_\_\_\_  
Name

B. \_\_\_\_\_  
Registration Number

4. Date of Employment with MSD:

C. \_\_\_\_\_  
Main Street Address

\_\_\_\_\_  
Month/Day/Year

\_\_\_\_\_  
City State Zip Code

5. To be filed with the following (check one):

- Board of Governors of the Federal Reserve System  Federal Deposit Insurance Corporation  Comptroller of the Currency

6. Types(s) of Qualification Requested (check all that apply):

- Municipal Securities Representative  Municipal Securities Principal  
 Municipal Securities Sales Limited Representative  Government Securities Representative  
 Municipal Securities Fund Sales Limited Representative  Government Securities Supervisor

7. It is anticipated that the applicant will perform the following functions in the capacity indicated (check all that apply):

	CAPACITY	
	Supervisory	Non-Supervisory
A. Underwriting, trading or sales of municipal securities	<input type="checkbox"/>	<input type="checkbox"/>
B. Financial advisory or consultant services for issuers in connection with issuance of municipal securities	<input type="checkbox"/>	<input type="checkbox"/>
C. Research or investment advice with respect to municipal securities in connection with the activities described in items 7.A and 7.B above	<input type="checkbox"/>	<input type="checkbox"/>
D. Activities other than those specifically mentioned that involve communication directly or indirectly with public investors in municipal securities in connection with the activities described in items 7.A and 7.B above	<input type="checkbox"/>	<input type="checkbox"/>
E. Processing and clearing activities with respect to municipal securities	<input type="checkbox"/>	<input type="checkbox"/>
F. Maintenance of records involving activities described in items 7.A through 7.E above	<input type="checkbox"/>	<input type="checkbox"/>
G. Training of municipal securities principals or municipal securities representatives	<input type="checkbox"/>	<input type="checkbox"/>

8. For the purpose of verifying the information furnished on this application by the applicant named in item 1 above, this institution has made inquiry of all employers of the applicant during the immediately preceding three years, as set forth below, concerning the accuracy and completeness of the information provided, and concerning the record and reputation of the applicant as related to the ability to perform the duties for which employed or to be employed.

Employer	Person Contacted	
	Name	Position
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Acceptance of this form for filing shall not constitute any finding that the information submitted herein is true, current, complete, or not misleading. Intentional misstatements or omissions of fact may constitute federal criminal violations. (See 18 U.S.C. §§ 1001 and 1005, and 15 U.S.C.78ff.)**

\_\_\_\_\_  
Print Name of Municipal Securities Principal Signature of Municipal Securities Principal Date (MM/DD/YYYY)

# Personal History of Applicant

9. \_\_\_\_\_  
Name (Last, First, Middle)
10. \_\_\_\_\_  
Social Security Number (optional)
11. \_\_\_\_\_  
Resident Street Address
13. \_\_\_\_\_  
Date of Birth (Month/Day/Year)
12. \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
City
14. \_\_\_\_\_  
Place of Birth (City, State(if applicable), Country)
15. Any other name ever used by which known: \_\_\_\_\_

16. EMPLOYMENT AND EDUCATION HISTORY. The following is a complete, consecutive statement of all my employment for the past ten years starting with my immediately previous employer. (Include full- and part-time work, self employment, military service, unemployment, and full-time education.) For each period of employment, list the position held at the time of leaving employment.

Name of Employer and Complete Address	Type of Business	From (MM/YYYY)	To (MM/YYYY)	Position Held	Full-time or Part-time	Reason for Leaving
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

17. RESIDENTIAL HISTORY.  
The following is a complete, consecutive statement of all my residential addresses for the past five years starting with my current residence:

Address	From (MM/YYYY)	To (MM/YYYY)
Street _____ City/Town _____	_____	_____
State/Province _____ Zip/Postal Code _____ Country _____		
Street _____ City/Town _____	_____	_____
State/Province _____ Zip/Postal Code _____ Country _____		
Street _____ City/Town _____	_____	_____
State/Province _____ Zip/Postal Code _____ Country _____		
Street _____ City/Town _____	_____	_____
State/Province _____ Zip/Postal Code _____ Country _____		

# Personal History of Applicant—Continued

18. A. Have you ever taken a qualification examination for municipal securities principals, municipal securities representatives, or financial and operations principals prescribed by the Municipal Securities Rulemaking Board? .....  Yes  No

If Yes, state below the type of examination and the approximate date taken.

Type of Examination \_\_\_\_\_ Approximate Date \_\_\_\_\_  
(MM/YYYY)

Type of Examination \_\_\_\_\_ Approximate Date \_\_\_\_\_  
(MM/YYYY)

B. Have you ever been exempt from or received a waiver of the requirement to take and pass an examination of the nature specified in Question 18.A? .....  Yes  No

If Yes, state below the type of examination and the approximate date taken.

Type of Examination \_\_\_\_\_ Basis for Exemption or Waiver Approximate Date \_\_\_\_\_  
(MM/YYYY)

Type of Examination \_\_\_\_\_ Basis for Exemption or Waiver Approximate Date \_\_\_\_\_  
(MM/YYYY)

19. Are you currently bonded? .....  Yes  No

**If the answer to any of the following questions is Yes, attach complete details:**

20. Have you ever been refused coverage under a fidelity bond or has any surety company paid out any funds on your coverage or cancelled such coverage? .....  Yes  No

21. Have you ever been denied membership, registration, license, permit, or certification by any federal or state securities or federal or state bank regulatory agency, any national securities exchange, registered securities association, or registered clearing agency? .....  Yes  No

22. Has any disciplinary action ever been taken against you, or any sanction imposed upon you, including any finding that you were a cause of any disciplinary action or violated any law, rule or regulation or were an aider, abettor, or co-conspirator in any such violation, by any federal or state securities or federal or state bank regulatory agency, any national securities exchange, registered securities association, or registered clearing agency? .....  Yes  No

23. While you were associated in any capacity with any broker, dealer or municipal securities dealer:  
A. Was your registration denied, suspended or revoked? .....  Yes  No  
B. Was your membership in any national securities exchange, registered securities association, or registered clearing agency denied, suspended, or revoked, or was it expelled from any such organization? .....  Yes  No

24. Has any permanent or temporary injunction (including a cease and desist order) ever been entered against you enjoining conduct as an investment advisor, underwriter, broker, dealer or municipal securities dealer or as an affiliated person of any investment company, bank dealer, or municipal securities dealer or as an affiliated person of any investment company, bank, insurance company, or enjoining any conduct related to such activities or any transactions in any security? .....  Yes  No

25. Have you been convicted within the past ten years of any felony or misdemeanor: (i) involving the purchase or sale of any security, the taking of a false oath, the making of a false report, bribery, perjury, burglary, or conspiracy to commit any such offense; (ii) arising out of the conduct of the business of a broker, dealer, municipal securities dealer, investment adviser, bank, insurance company, or fiduciary; (iii) involving larceny, theft, robbery, extortion, forgery, counterfeiting, fraudulent concealment, embezzlement, fraudulent conversion, or misappropriation of funds or securities; (iv) involving crimes of concealment of assets, false oaths or claims, bribery in a bankruptcy proceeding, mail fraud, fraud by wire (including telephone, telegraph, radio, or television), fraud or false statements? .....  Yes  No

\_\_\_\_\_  
Signature of Municipal Securities Principal

\_\_\_\_\_  
Date (Month/Day/Year)



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## INSTRUCTIONS FOR PREPARATION OF

# The Uniform Application for Municipal Securities Representative Associated with a Bank Municipal Securities Dealer Form MSD-4

### GENERAL INSTRUCTIONS

1. As used in these instructions and Form MSD-4:
  - (a) The term *bank municipal securities dealer* means a municipal securities dealer that is a bank or a department or division of a bank.
  - (b) The term *applicant* means a person who is, or who seeks to be, associated with a bank municipal securities dealer as a municipal securities principal or municipal securities representative.
2. Form MSD-4 is to be used by bank municipal securities dealers and applicants to comply with Municipal Securities Rulemaking Board Rule G-7, "Information Concerning Associated Persons," which requires the filing of Form MSD-4.
3. Bank municipal securities dealers are required to file Form MSD-4 with the appropriate regulatory agency as set forth below:
  - (a) A bank municipal securities dealer that is a state member bank of the Federal Reserve System, a department or division of any such bank, a bank holding company (including a subsidiary bank of the bank holding company if the subsidiary is not otherwise instructed to file this form with the Federal Deposit Insurance Corporation or the Comptroller of the Currency in subparagraphs (b) or (c) of this paragraph or with the Securities and Exchange Commission, and a division, department or subsidiary of that subsidiary), a savings and loan holding company, or a State branch or agency of a foreign bank is required to file with the Board of Governors of the Federal Reserve System.
  - (b) A bank municipal securities dealer that is a bank insured by the Federal Deposit Insurance Corporation (other than a bank which is a member of the Federal Reserve System) or a department or division of any such bank, is required to file with the Federal Deposit Insurance Corporation.
  - (c) A bank municipal securities dealer that is a national bank or bank operating under the Code of Law for the District of Columbia, or a department or division of any such bank, is required to file with the Comptroller of the Currency.
4. Copies of Form MSD-4 may be obtained from the appropriate regulatory agency listed in instruction 3.
5. Bank municipal securities dealers that file with the Federal Deposit Insurance Corporation or with the Comptroller of the Currency must submit an original and one copy of Form MSD-4 and any attachments are to be filed with the appropriate regulatory agency listed in instruction 3 within ten days of association with the municipal securities dealer. A bank municipal securities dealer filing Form MSD-4 shall retain an exact copy in its records for at least three years after the applicant's employment or other association with such dealer has terminated.
6. A bank municipal securities dealer required to file with the Board of Governors of the Federal Reserve System must submit an electronic copy of the form and attachments to the secure email address MSD-GSD-Registration@frb.gov. Report the form and attachments in Portable Document Format ("PDF"). Form MSD-4 must be submitted within ten days of association with the municipal securities dealer. A bank municipal securities dealer filing Form MSD-4 shall retain an exact copy in its records for at least three years after the applicant's employment or other association with such dealer has terminated.
7. If more space is needed to complete an answer, an appropriate designation shall be entered in the answer space provided, and one or more attachment

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# General Instructions

sheets shall be used to complete the response. All attachments shall be submitted in the same format as the items to which response is made and shall be typed on white 8-1/2 x 11 in. paper.

8. Form MSD-4 and any attachments may be duplicated by any method which produces legible copies of type size identical to that of the Form MSD-4 on white 8-1/2 x 11 in. paper.
9. Form MSD-4 shall be manually signed on page 1 (bottom) by a municipal securities principal of the employing bank municipal securities dealer and on page 3 by the applicant.
10. All items on Form MSD-4 must be completed, except that disclosure of one's social security number is optional. The date on which the Form MSD-4 is received by the appropriate regulatory agency shall be the date of filing. A Form MSD-4 which is not prepared and executed in accordance with the applicable requirements may be returned as unacceptable. Acceptance for filing shall not constitute any finding that a Form MSD-4 has been completed in accordance with those requirements or that any information reported on the form is true, current, complete, or not misleading.
11. Section 17(c)(1) of the Securities Exchange Act of 1934 requires every bank municipal securities dealer that files any application, notice, report, or document with its appropriate regulatory agency to file a copy of that application, notice, report, or document with the Securities and Exchange Commission (SEC). The SEC and the appropriate regulatory agencies listed in instruction 3 have developed procedures under which the latter will send a copy of any application, notice, report, or document filed with them by a bank municipal securities dealer to the SEC. Accordingly, when this form is filed with the appropriate regulatory agency, it will be deemed to have been filed with the SEC.
12. Items 2 through 8 are to be completed by the bank municipal securities dealer employing or proposing to employ the applicant named in item 1. All other items are to be completed by the applicant.
13. Item 3: Give the address of the office of the bank municipal securities dealer in which the applicant is or will be employed.
14. Item 5: Indicate the appropriate regulatory agency as set forth in General Instruction 3.
15. Item 6: Municipal Securities Rulemaking Board Rule G-3, "Classification of Principals and Representatives; Numerical Requirements; Testing," provides a description of the functions performed by a municipal securities principal or municipal securities representative. NOTE: If this form is being filed in lieu of Form G-FIN-4, check all applicable types of qualifications requested in item 6.
16. Item 16: Account for all time periods.
17. Item 25:
  - (a) Although this item relates only to convictions during the past ten years, it should be noted that section 19 of the Federal Deposit Insurance Act (12 U.S.C. section 1829) prohibits any insured bank, except with the written consent of the Federal Deposit Insurance Corporation, from employing any person who has ever been convicted of a criminal offense involving dishonesty or breach of trust;
  - (b) Paragraph (iv) of this item relates only to convictions within the past ten years under sections 152, 1341, 1342, 1343, or Chapters 25 or 47 of Title 18, United States Code.

## **PRIVACY ACT NOTICE FOR FORM MSD-4 (To Accompany Form MSD-4)**

### **GENERAL**

This information, in accordance with the Privacy Act of 1974, 5 U.S.C. § 552a, is provided to those applicants completing Form MSD-4 (Uniform Application for Municipal Securities Principal or Municipal Securities Representative Associated with a Bank Municipal Securities Dealer), which is to be filed with the appropriate regulatory agency, as defined in section 3(a)(34) of the Securities Exchange Act of 1934 (15 U.S.C. § 78c(a)(34)).

### **AUTHORITY**

Sections 15B(c)(5), 17 and 23 of the Securities Exchange Act of 1934 (15 U.S.C. § 78o-4, 78q and 78u).

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# General Instructions

## PURPOSE

The appropriate regulatory agency will review the information reported on Form MSD-4 to determine the applicant's compliance with the professional qualifications requirements for municipal securities principals and municipal securities representatives set forth in the General Rules of the Municipal Securities Rulemaking Board.

## EFFECTS OF NONDISCLOSURE

Applicants who are or seek to be associated with a bank municipal securities dealer as municipal securities principals or representatives are required to disclose the information necessary to complete Form MSD-4, except that disclosure of one's social security number is optional. Applicants who do not disclose the necessary information may not be qualified for purposes of Municipal Securities Rulemaking Board Rule G-2, "Standards of Professional Qualification."

## ROUTINE USES

The information reported in Form MSD-4 may be routinely used by the appropriate regulatory agency as follows:

1. To refer to the appropriate government authority, whether federal, state, local, or foreign, or to the appropriate self regulatory organization (SRO), such information as may indicate a violation or potential violation of law, regulation or rule.
2. To refer to the appropriate court, magistrate or administrative law judge such information as may be relevant to proceedings before any such court or judicial officer.
3. To make use of such information as may aid in the resolution of any action or proceeding:
  - (a) in which the federal securities or banking laws are at issue;
  - (b) in which the propriety of any disclosure of information reported on Form MSD-4 is at issue; or
  - (c) to which the appropriate regulatory agency or a past or present member of its staff is a party or otherwise involved in an official capacity.
4. To disclose to a federal, state, local or foreign government authority or SRO such information as may be necessary to obtain from such authority or organization additional information concerning the applicant's qualifications as a municipal securities principal or representative who is, or is to be, associated with a bank municipal securities dealer.
5. To disclose such information as may be necessary to respond to a request from a federal, state, local or foreign government authority or SRO for information needed in connection with the issuance of a license, the granting of a benefit, or similar action affecting the applicant.
6. To disclose such information as may be necessary to respond to any Congressional inquiry made at the request of the applicant.