MSDLAF+
Minnesota School District
Liquid Asset Fund Plus

Instruction Sheet
MSDLAF+ Purchases / Deposits
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This Instruction Sheet describes the methods for sending funds to PURCHASE shares in MSDLAF+ by Same Day Fed Wire and by Next Day ACH (Automated Clearing House) banking transactions.

1. **SAME-DAY FED WIRE INITIATED THROUGH VENDOR OR LOCAL BANK**
    A vendor or local bank may send funds to MSDLAF+ using a Fed Wire. MSDLAF+ must receive both the Fed Wire and notification from you in order to provide same-day investment credit
    - INSTRUCT YOUR VENDOR OR LOCAL BANK to process a Fed Wire transfer to:
        US Bank; Minneapolis, MN
        ABA#: 091000022
        Credit: MSDLAF+ Liquid Class, bank account 160233437807 -OR-
        Credit: MSDLAF+ MAX Class, bank account 160234542720
        Further Credit: (Name of your Entity and your MSDLAF+ Account number).
    - REPORT YOUR WIRE PURCHASE to MSDLAF+ using one of the following methods by 2:00 P.M. eastern time (1:00 P.M. Central) for same-day investment credit
        a. ONLINE:
            - Go to www.MSDLAF.org, then select Online Access to log in to Connect
            - Select TRANSACTIONS, then select WIRE PURCHASE NOTIFY and complete the necessary information
        b. BY PHONE: Call 1.888.4.MSDLAF to speak with a member of the MSDLAF+ Client Services Group

2. **NEXT-DAY ACH PURCHASE INITIATED BY MSDLAF+ CLIENT SERVICES GROUP**
    The MSDLAF+ Client Services Group will process your transaction to move funds FROM your requested local bank account to MSDLAF+. You must be registered for ACH transfers before using this option
    - REQUEST YOUR ACH PURCHASE using one of the following methods by 2:00 P.M. eastern (1:00 P.M. Central) for next day investment credit
        a. ONLINE:
            - Go to www.MSDLAF.org, then select Online Access to log in to Connect
            - Select TRANSACTIONS, then select INITIATE ACH PURCHASE and select from your list of pre-authorized ACH Banking Instructions
        b. BY PHONE: Call 1.888.4.MSDLAF to speak with a member of the MSDLAF+ Client Services Group

3. **NEXT DAY ACH CREDIT INITIATED BY VENDOR OR LOCAL BANK**
    A vendor or local bank may send funds to your MSDLAF+ account using next-day ACH transfer.
    You must register your vendor or local bank with MSDLAF+ in order to credit your MSDLAF+ account.
    - INSTRUCT YOUR VENDOR OR LOCAL BANK to process an ACH transfer to:
        US Bank; Minneapolis, MN
        ABA#: (Your entity's U.S. Bank account ABA#)
        Account Name: (Name of your entity)
        Account Number: (Your entity's U.S. Bank account related to your desired MSDLAF+ bank account)
        ***Should you require assistance for the above information, please contact the MSDLAF+ Client Services Group at 1-888-4-MSDLAF.*
    You no longer need to report to MSDLAF+ Client Services Group any ACH Credits that will post in your entity's U.S. Bank account(s).

For instructions on how to direct your State Aid to MSDLAF+, please call your local Marketing Representative or the MSDLAF+ Client Services Group at 1-888-4-MSDLAF.

MSDLAF+
Minnesota School District Liquid Asset Fund Plus

Instruction Sheet
MSDLAF+ Redemptions / Withdrawals
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This Instruction Sheet describes the methods to REDEEM shares from MSDLAF+ to withdraw funds by Same Day Fed Wire and by Next Day ACH (Automated Clearing House) banking transactions.

1. **SAME DAY FED WIRE INITIATED BY MSDLAF+ CLIENT SERVICES GROUP**
   The MSDLAF+ Client Services Group will process your transaction to send funds TO your requested local bank account. Your bank may charge a fee for accepting a Fed Wire. You must be registered for Fed Wire Redemptions before using this option.
   - REQUEST YOUR FED WIRE REDEMPTION using one of the following methods by 2:00 P.M. eastern (1:00 P.M. Central) for same day processing.
     a. ONLINE:
        - Go to www.MSDLAF.org, then select Online Access to log in to Connect
        - Select TRANSACTIONS, then select INITIATE WIRE REDEMPTION and select from your list of pre-authorized Wire Banking Instructions.
     b. BY PHONE: Call 1.888.4.MSDLAF to speak with a member of the MSDLAF+ Client Services Group.

2. **NEXT-DAY ACH REDEMPTION INITIATED BY MSDLAF+ CLIENT SERVICES GROUP**
   The MSDLAF+ Client Services Group will process your transaction TO your requested local bank account. You must be registered for ACH transfers before using this option.
   - REQUEST YOUR ACH REDEMPTION using one of the following methods by 2:00 P.M. eastern (1:00 P.M. Central) for next day investment credit
     a. ONLINE:
        - Go to www.MSDLAF.org, then select Online Access to log in to Connect
        - Select TRANSACTIONS, then select INITIATE ACH REDEMPTION and select from your list of pre-authorized ACH Banking Instructions
     b. BY PHONE: Call 1.888.4.MSDLAF to speak with a member of the MSDLAF+ Client Services Group

3. **NEXT DAY ACH DEBIT INITIATED BY VENDOR OR LOCAL BANK**
   A vendor or local bank may withdraw funds from your MSDLAF+ account using next day ACH transfer. You must register your vendor or local bank with MSDLAF+ in order to debit your MSDLAF+ account.
   - INSTRUCT YOUR VENDOR OR LOCAL BANK to process an ACH transfer from:
     US Bank; Minneapolis, MN
     ABA#: (Your entity's U.S. Bank account ABA#)
     Account Name: (Name of your entity)
     Account Number: (Your entity's U.S. Bank account related to your desired MSDLAF+ bank account)
     ***Should you require assistance for the above information, please contact the MSDLAF+ Client Services Group at 1-888-4-MSDLAF.*
   You do not need to report to MSDLAF+ Client Services Group any ACH Debits that will post in your entity's U.S. Bank account(s).