

AIRES Files Request & Authorization

Revised: October 18, 2022

This form must be used to request CU*Answers to create an AIRES file for you to download to your computer for your credit union to submit to the examiner/auditor.

This form must be signed by your credit union's CEO. **The fee for each AIRES file is \$50.00.** Please allow at least 7 business days for your request to be processed.

Request

Month and year
to pull into the file

Should member name
be included in the file? ☐ Yes ☐ No

Should member SSN
be included in the file? ☐ Yes ☐ No

Requested due date *(please allow at least 7 business days for
your request to be processed)*

You will be notified when the file is ready for download. Directions for downloading your AIRES files can be found in the "Working with AIRES and CU*BASE" booklet. This can be found by searching on the CU*Answers website home page Search.

Credit Union Authorization

→ **IMPORTANT NOTE:** This form must be signed by the credit union CEO.

Credit Union

CU #

CUID

Contact Name

Phone

CEO Signature

Date

Instructions

Once this form is completed, attached it to a question in the [AnswerBook](#) or email to csr_team@cuanswers.com.

ADMINISTRATIVE USE ONLY

Incident #

Processed by

Completed document to be archived in the corporate vault per the Client Service department's Records Retention Schedule.

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