



To access consumer complaints submitted by your office on behalf of your constituents using the Congressional Portal, you are required to complete and submit this form to CFPB_StakeholderSupport@cfpb.gov. The information you provide enables us to set up your office's access to the Congressional Portal.

Privacy release:

In addition to the completed CFPB Congressional Portal boarding form, a privacy release form signed by the consumer must be provided.

Notice of Collection under the Privacy Act of 1974, 5 U.S.C. § 552a -- As Amended (Privacy Act Notice)

The information that you provide to the Consumer Financial Protection Bureau (CFPB) will be used to create a user account so that you may access consumer complaints submitted by your office on behalf of constituents to the CFPB's Office of Consumer Response. Account access to the web-based Congressional Portal will enable you to view the complaints or inquiries. The information you provide may be shared:

- To a court, magistrate, or administrative tribunal in the course of a proceeding;
- For enforcement, statutory, and regulatory purposes;
- To another federal or state agency or regulatory authority;
- To a member of Congress; to the Department of Justice, a court, an adjudicative body or administrative tribunal, or a party in litigation;
- To the public, members of the media, federal, state, and local government officials, or other recipients of public relations materials issued by the CFPB about the activities of the CFPB; and
- Pursuant to the CFPB's published Privacy Act System of records notice, CFPB.005- Consumer Response System.

You are not required to submit or provide any identifying information; however, if you do not include the requested information you may not be granted access to the Congressional Portal.

The collection of information is authorized by Public Law III-203, Title X, Sections 1011, 1012, 1013 (b)(3), 1021, 1034, codified at 12 U.S.C. 5491, 5492, 5493(b)(3), 5511, 5534.

CONGRESSIONAL BOARDING FORM

Office information

1

NAME OF MEMBER OF CONGRESS	LEGISLATIVE BODY
<input type="text"/>	<input type="text"/>
STATE	DISTRICT
<input type="text"/>	<input type="text"/>

Contact information

The authorized employee will be the main point of contact for the CFPB Congressional Portal and will be the only person authorized to add or remove users.

2

NAME OF AUTHORIZED EMPLOYEE	TITLE	
<input type="text"/>	<input type="text"/>	
EMAIL	PHONE NUMBER	
<input type="text"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>	
STREET		
<input type="text"/>		
CITY	STATE	ZIP CODE
<input type="text"/>	<input type="text"/>	<input type="text"/>

Portal Users Information

Providing the following information enables us to set up the user profiles for each authorized user.

3

Is the authorized employee (from Section 2) the only authorized Congressional Portal user in your office?	YES	NO
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Portal Users Information (continued)

4 If 'NO' complete this section for each authorized user.

NAME OF AUTHORIZED USER

TITLE

EMAIL

PHONE NUMBER

 - -

NAME OF AUTHORIZED USER

TITLE

EMAIL

PHONE NUMBER

 - -

NAME OF AUTHORIZED USER

TITLE

EMAIL

PHONE NUMBER

 - -

Submit

5 By clicking this box, you affirm that the information provided is true to the best of your knowledge and belief.

Email this completed form to CFPB_StakeholderSupport@cfpb.gov to request access to the Congressional Portal.

For Internal Use Only *(For internal use only)*

Paperwork Reduction Act Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The OMB control number for this collection is 3170-XXXX. It expires on MM/DD/YYYY. The time required to complete this information collection is estimated to average approximately 15 minutes per response. The obligation to respond to this collection of information is voluntary; however if you do not include the requested information you may not be granted access to the congressional/government portal. Comments regarding this collection of information, including the estimated response time, suggestions for improving the usefulness of the information, or suggestions for reducing the burden to respond to this collection should be submitted to Bureau at the Consumer Financial Protection Bureau (Attention: PRA Office), 1700 G Street NW, Washington, DC 20552, or by email to PRA@cfpb.gov.