



DEPARTMENT OF THE TREASURY
BUREAU OF ENGRAVING AND PRINTING
WASHINGTON, D.C. 20228

Dear Applicant:

Thank you for your interest in becoming a **Bureau of Engraving and Printing (BEP)- approved Banknote Equipment Manufacturer (BEM)**. The following is information for gaining access to newly designed U.S. test-notes and counterfeits. Please note that the approval of an BEM and its subsequent entry in the BEP database does not imply that the BEP in any way endorses or underwrites the use and functionality of the equipment manufactured by the BEM.

Eligibility: Manufacturers of devices that process U.S. currency such as counters, validators, stackers, discriminators, dispensers, recyclers, system integrators, self-service kiosks, gaming machines, transit, vending, & point-of-sale devices, etc.

Non-eligible: Firms that act as resellers, distributors or maintenance stations/centers.

Assuming your firm meets the eligibility criteria, you will need to get the approval from the BEP based on a security background check of your company and key employees. As a BEP approved BEM, your firm will be able to test your equipment prior to each note's public issuance by using newly designed U.S. notes from the BEP.

Additionally, your firm will be eligible for access to the counterfeits held by the Currency Technology Office (CTO) Richmond, VA, where the counterfeit notes are maintained. Please be advised that the CTO is *part of the Federal Reserve Bank of Richmond* that runs the counterfeit note program. The CTO will normally sign a separate non-disclosure agreement with your firm prior to access to the counterfeits.

Once becoming a BEP-approved vendor, you will be eligible to receive invitations for opportunities to work with test-deck notes prior to the issuance of any newly designed U.S. currency. Your firm will be invited to participate in two phases:

- 1) BEP will arrange for an **in-house vendor conference** to show you the new notes which can not be taken outside the BEP. You may bring your machines to evaluate these test-notes for about six (6) hours.
- 2) Approximately **six to eight months prior** to the issuance of new notes to the public, the BEP will invite your firm to pick up the actual production notes (still called test-notes) which can be held for six (6) months for developing new algorithm and sensor adaptation activities. Your firm will be able to sign-out a test-deck from the BEP with no up-front monetary security deposits.

To begin this process, please contact Ms. Wendy Haines via email at Wendy.Haines@bep.gov

The BEP will then conduct a background investigation to determine the eligibility of your organization and its designated employees. Please be advised, this background investigation will require personal information for key contacts at the company including but not limited to date of birth and social security number/passport number. At any time during the application process, you may contact Ms. Haines with any questions.