



January 7, 2019

To the Chief Executive Officer of the Holding Company:

It is time to file the FR Y-6, Annual Report of Holding Companies, for fiscal year-end **December 31, 2018**.¹ The FR Y-6 reporting form and instructions are available at <http://www.federalreserve.gov/reportforms/>. Other materials and helpful links can be found on our Structure Reports page at <https://www.minneapolisfed.org/banking/for-banks/statistical-and-structure-reports/structure-reports>.

Enclosed:

- ❖ **Organization chart** for the top-tier holding company.

Important:

- ❖ Please access the Branch Verification Report (for Report Item 2b) at <https://structurelists.federalreserve.gov/>.
- ❖ Please provide a response for each report item. Respond with "none" or "n/a" if applicable.
- ❖ The report must be signed by an individual who is both a senior official and director of the holding company.
- ❖ The FR Y-6 is a public document. Thus, it should exclude personal information that may compromise the personal privacy interests of shareholders and insiders.
- ❖ Any request for confidential treatment of information must meet the requirements and procedures as outlined in the FRY-6 instructions.

Submission Options:

- ❖ **Electronic Submission:** The completed FR Y-6 may be submitted in Portable Document Format (PDF) in the Reporting Central (RC) application. If your holding company has not already enrolled for the FR Y-6 in RC, please submit the RC-1 form to mpls.statistics@mpls.frb.org by January 31, 2019. See Page 2 of this letter for information on Reporting Central submission.
- ❖ **Paper Submission:** Please **mail** the completed FR Y-6 to the address below by **April 1, 2019**. Be sure to retain a signed copy of the completed report for your files. Reports received late but postmarked on or before March 28, 2019 (3 days prior to the original deadline date) will be considered timely.

Federal Reserve Bank of Minneapolis
Division of Supervision, Regulation, & Credit
ATTN: National Information Center
P.O. Box 291
Minneapolis, MN 55480-0291

Need Assistance?

- ❖ Training on the FR Y-6 is available at <http://www.fratlanta.us/banking/reporting/training/fry6/presentation.html>.
- ❖ If you have any questions on the FR Y-6, please contact a Statistical & Structure Reports analyst at (612) 204-6445, (888) 887-0926, or mpls.statistics@mpls.frb.org.

Sincerely,

Rebecca S. Helfenstein
Manager, Statistical & Structure Reporting
Supervision, Regulation, & Credit Division

¹ The FR Y-6 Report is required by law: Section 5(c)(1)(A) of the Bank Holding Company Act (12 U.S.C. § 1844(c)(1)(A)); Section 8(a) of the International Banking Act (12 U.S.C. § 3106(a)); Sections 11(a)(1), 25 and 25A of the Federal Reserve Act (12 U.S.C. §§ 248(a)(1), 602, and 611a); Section 211.13(c) of Regulation K (12 CFR 211.13(c)); Section 225.5(b) of Regulation Y (12 CFR 225.5(b)); and Section 10(c)(2)(H) of the Home Owners' Loan Act.

Reporting Central (RC) File Formats and File Names

For HCs that elect to submit the report through RC, we recommend these components when naming the file(s):

1. Report Name: FRY6
2. Reporter RSSD ID: RSSD for the top-tier holding company with no leading zeroes
3. Status of File: Initial or Revised
4. As-of Date of the File: CCYYMMDD format
5. File Extension: PDF for all FR Y-6 reports

Samples: FRY6_1234567_Initial_20181231.pdf
FRY6_1234567_Revised_20181231.pdf
FRY6_1234567_Initial_Public_20181231.pdf
FRY6_1234567_Initial_Confidential_20181231.pdf

The Branch Verification Report file (Report Item 2b), if submitting separately as an attachment through RC, must be in PDF format using similar naming conventions:

Samples: Branches_1234567_Initial_20181231.pdf
Branches_1234567_Revised_20181231.pdf

Note: The Branch Verification Report can continue to be submitted as an Excel® spreadsheet via email to mpls.statistics@mpls.frb.org. **This is the only portion of the FR Y-6 acceptable via email.**

Current Period Revisions

If a HC submits its report through Reporting Central in a PDF file and a portion of that file needs to be revised, the full attachment with the revised data must be included. However, if a HC submits separate files and needs to revise a portion of only one of them, only the attachment that contains the incorrect data needs to be resubmitted in full. Any other attachments do not need to be resubmitted.

Steps to Set Up Reporting Central Access

The Federal Reserve developed Reporting Central to enhance the overall reporting functionality of the Federal Reserve Banks' data collection and processing activities. These enhancements allow for a more secure, technically advanced, and efficient system that encompasses a single point of entry for electronic submission and file uploads. Financial and nonfinancial institutions access Reporting Central via the [FedLine® Web® access solution](#) to submit reports and gain access to electronic reporting applications, report forms, and instructions. For more information, please visit the [Reporting Central Resource Center](#).

If your HC plans to utilize existing FedLine® subscribers to submit the FR Y-6 report, one of the organization's End User Authorization Contacts (EUAC) will need to complete and submit an [RC-1 form](#) for each individual who will be filing the HC's FR Y-6 report. Please visit the [Set Up Report Access](#) page for complete instructions or contact us for assistance.

If your HC plans to have individuals without existing FedLine® or Reporting Central access submit the FR Y-6 report, please visit the [Reporting Central Application Setup](#) page for instructions and links to the forms that must be completed. Contact the Federal Reserve's [Customer Contact Center](#) with any questions about setting up access to Reporting Central via the FedLine® Web® access solution.

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