



FEDERAL RESERVE BANK OF DALLAS

TERRI ELZNER
COORDINATOR
NATIONAL INFORMATION CENTER

2200 N. PEARL ST.
DALLAS, TX 75201-2216

January 25, 2012

To the Authorized Officials of Bank Holding Companies (BHCs):

Bank Holding Companies (BHCs) are required to file an Annual Report of Bank Holding Companies (FR Y-6). The FR Y-6 (and the Branch Verification Spreadsheet) is required to be submitted no later than 90 calendar days after the end of the BHCs' fiscal year-end. For BHCs with a fiscal year-end of December 31, 2011, the report is due March 30, 2012. The FR Y-6 report and instructions, along with an example format and guidance (Appendix A), is available on the Federal Reserve Board's website at <http://www.federalreserve.gov/reportforms/>. The following revisions have been made to the form or instructions this year:

- The expiration date on the cover pages of the FR Y-6 has been changed to December 31, 2014. There are no other revisions to the report form.
- The FR Y-6 instructions have been revised to:
 - (1) clarify the language regarding confidentiality of the reporter's submission;
 - (2) revise the organizational chart to include information on physical address and general and limited partners;
 - (3) add the rounding definition to ensure the reporting of percentage ownership is consistent across all structure reporting forms;
 - (4) modify the language for securities holders to include persons working in concert, including families, and;
 - (5) revise the insiders information to include options, warrants, or other securities as reportable voting securities and to include families in the definition of a principal securities holder.
- The implementation of the requirement to provide the state and country of incorporation to the organizational chart has been delayed until fiscal years beginning December 31, 2012.

Important:

- The FR Y-6 is a public document. Thus, it should exclude any personal information (such as home addresses, social security numbers, date of births, etc.) that may compromise the personal privacy interests of shareholders and insiders.
- The FR Y-6 report must be signed by **a senior official who is also a Director or Chairman of the Board of the BHC.**
- Complete the required branch report by accessing the website at <http://structurelists.federalreserve.gov/>, and email it to structure.verification@dal.frb.org, in an **excel format**.
- We encourage the use of the enclosed FR Y-6 Checklist. If you would like a sample excel format for Report Items 3 & 4, please access our web site at <http://dallasfed.org/banking/nic.html> under the FR Y-6 caption.

We are unable to accept the FR Y-6 report electronically. Please mail the completed, **original** FR Y-6 (no copies) via USPS or courier service so that it arrives no later than 5:00 p.m. on March 30, 2012, to:

USPS:

Federal Reserve Bank of Dallas
Banking Supervision Department
P. O. Box 655906
Dallas, Texas 75265-5906

COURIER:

Federal Reserve Bank of Dallas
Banking Supervision Department
2200 North Pearl Street
Dallas, Texas 75201-2216

For all questions, call or email one of the following Structure Analysts:

Angela Flowers	(214) 922-6173	angela.flowers@dal.frb.org
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Sincerely,

Enclosure

