



# Fact Sheet

## FinCEN Query

FinCEN Query is the new search application for authorized users to access FinCEN data. FinCEN Query provides users with four separate search options to search 11 years of data:

1. **Basic Query** is an exact word search of commonly searched fields. It groups together those fields, such as first and last names or parts of addresses, yielding a targeted set of results.
2. **Intermediate Search** uses search techniques (“OR,” wildcards, and non-exact string searches) to ‘cast a wide net.’ This is designed to be a single query that yields a large result set that encompasses multiple variations of query terms.
3. **Advanced Query** is a customizable query builder that allows users to perform complex queries with any combination of information and use of Boolean operators (AND, OR, NOT).
4. **Quick Search** scans across all text fields (except dates or dollar amounts) and is most appropriate as a starting point if it is unclear how a single piece of data relates to a person, place, or location.

FinCEN Query allows users to use Boolean operators, simple words (e.g., AND, OR, or NOT) which are used to combine or exclude keywords in a search and to build relationships among search terms. Boolean operators can greatly alter the amount of records returned, thus saving time and producing more focused search results. Users can use Boolean operators in Intermediate Query and Advanced Query, by using the drop-down menus, and in Quick Search, by typing the words into the field.

Each search type allows users to query using either wildcards—special characters used to replace unknown characters in a query—or quotation marks, which can be used in any text based field to find an exact/literal match.

### Training and User Support

Web-based training is available on the FinCEN Portal by clicking the “training” icon. The training supports users as they learn how to use FinCEN Query through the use of demonstrations and “hands on” exercises. While not mandatory, FinCEN encourages users to take those training modules that are most applicable to them. Other resources include: Job Aids which are instructional reference guides that

### Benefits of FinCEN Query

- Allows users to easily and quickly access, query, and analyze FinCEN data
- Provides users with enhanced query capabilities of FinCEN data that are not currently available via WebCBRS
- Allows users to apply filters and increase the relevance of their search results
- Includes enhanced data, such as name and address standardization
- Allows users to import lists of data (e.g., names, ID numbers, addresses) to be used as query criteria
- Includes an audit tool that ensures the proper use of BSA data



assist users as they navigate the Portal; the FinCEN Query “Quick Reference Guide” which is a one-page (front/back) overview of the FinCEN Query web-based application; and an on-line help function.

FinCEN has also developed training materials for agencies who wish to provide additional training to their employees. For more information, please contact the FinCEN Office of Liaison Services at 703-905-3775.

User support is available via the FinCEN Application Service Desk at 866-346-9478 (Monday– Friday from 6:30 am–7:00 pm Eastern Time).

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