



FEDERAL RESERVE BANK
OF PHILADELPHIA

January 25, 2019

To: The Authorized Officials of Bank Holding Companies and Savings and Loan Holding Companies

Subject: Annual Report of Holding Companies - FR Y-6 Report

The *Annual Report of Holding Companies* (FR Y-6) must be filed by all top-tier domestic bank and savings & loan holding companies (“reporters”) and received by this Reserve Bank no later than 5:00 PM 90 calendar days after the reporter’s fiscal year end. If the deadline falls on a weekend or holiday, the deadline is moved to the next business day.

FR Y-6 Submission Due Dates	
Fiscal Year End	Due Date
December 31, 2018	April 1, 2019
March 31, 2019	July 1, 2019
June 30, 2019	September 30, 2019
September 30, 2019	December 30, 2019
October 31, 2019	January 29, 2020
December 31, 2019	March 30, 2020

2018-2019 Filing: The FR Y-6 can be submitted as PDFs via Reporting Central, and hard copies can be submitted through the mail. Reports are no longer accepted via email. To help improve the accuracy of initial submissions we are hosting a training conference call on February, 28, 2019 at 11:00am (Eastern Time). To help ensure the call covers topics of interest to you, please complete this [survey](#). We ask that you complete the survey by February 1, 2019.

Training: You can also visit our website at <https://philadelphiafed.org/bank-resources/financial-regulatory-reporting/organizational-structure> to access the presentation from last year’s training call and an interactive training video on submitting the report through Reporting Central.

Submission Instructions

The FR Y-6 reporting form and instructions are available at: <http://www.federalreserve.gov/apps/reportforms/default.aspx>. Please use the most recent version of the form when submitting the report.

Branch Verification Report: The Federal Reserve provides a website, <http://structurelists.federalreserve.gov>, for reporters to download branch information in a spreadsheet format for review, verification, and, if necessary, correction. Please note that branch verifications that do not have the leftmost column completed per the instructions will have to be resubmitted. Verified branch information may be e-mailed to this Federal Reserve Bank at phil.financial.statistics@phil.frb.org. A *Report of Change in Organizational Structure* (FR Y-10) must be submitted for any change noted on the branch verification. FR Y-10 forms and instructions are available on the same page noted above for the FR Y-6.

If you choose to submit your report through mail please send one original of the completed FR Y-6 report form and any attachments to:

Jeff Willis
Financial Statistics Department
Federal Reserve Bank of Philadelphia
10 Independence Mall
Philadelphia, PA 19106

Errors to Avoid

Do not leave any report items blank. If a report item is not applicable please answer the item as “None” or “N/A”.

The FR Y-6 is considered a public document and should **exclude personal information** (e.g., home addresses, social security numbers, dates of birth, etc.) that may compromise individuals’ personal privacy. A revised report will be required in cases when this information is included in a submission.

Confidential treatment will only be considered for information meeting the criteria and format described under "Confidentiality" in the FR Y-6 General Instructions.

Please do not include copies of the instructions as part of your filing.

The FR Y-6 must be signed by a senior official who is also a director, or by the chairperson of the reporter’s board of directors.

Contact Us

If you have any questions regarding branch information or the FR Y-6 report, please send e-mails to phil.statistics.structure@phil.frb.org or contact Jeff Willis (215-574-6588). For questions on acquiring Reporting Central access please contact Michael Sambucci (Michael.sambucci@phil.frb.org or (215-574-4365)).

Sincerely,



Heather Derbyshire
Assistant Vice President
Financial Statistics Department