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**Reporting Tips**  
*for filing the*  
**Weekly Report of Selected Assets and Liabilities of Domestically Chartered  
Commercial Banks and U.S. Branches and Agencies of Foreign Banks (FR 2644)**

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DATA ACCURACY:

**Suggested line items to review to eliminate common data errors and improve reporting accuracy:**

- **Cash/Due From DIs – Line 1** – Verify that changes are consistent with changes in loans, securities, deposits and other assets/liabilities.
- **Securities – Lines 2A1, 2A2, 2B1, 2B2** – Verify large offsetting changes are consistent with maturity/call/sale and purchase of new securities.
- **Loans – Lines 4A1-4F** – Verify that large offsetting changes are consistent with pay-downs, pay-offs and new loan originations.
- **Allowance for Loan and Lease Losses – Line 4G** – Verify that this line item is updated at least monthly as charge-offs and provisions to the expense are recorded.
- **All Other Assets – Line 5B** – Verify that large changes are consistent with known changes in various ledger accounts that the bank considers to be “all other assets.” Additionally, investigate offsetting changes to All Other Liabilities – Line 9B.
- **Large Time Deposits – Line 7A** – Verify brokered CDs that are in denominations of \$100 thousand or greater are included.
- **All Other Deposits – Line 7B** – Verify those participated out in less than \$100 thousand denominations are included.
- **Borrowings – Line 8** – Investigate large offsetting changes in these lines.



FEDERAL RESERVE BANK *of* ST. LOUIS  
CENTRAL TO AMERICA'S ECONOMY®

[stlouisfed.org/statistics](https://stlouisfed.org/statistics)

May 2023

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**OTHER NOTES ON FILING THE FR2644:**

- Changes in total equity are, in general, profit or loss. Large variations should be investigated as this indicates that a line item has been significantly understated or overstated.
- Generally, most line items will change each week. Verify line items with the same amount reported, steady increases or steady decreases week-to-week.
- If historical data are revised, please contact your Reserve Bank analyst with a brief explanation for the revision.
- Please refer to the FR 2644 instructions for further line-by-line reporting guidance, which can be found at the [Federal Reserve Board's Reporting Forms website](#).
- Please do not hesitate to contact your Reserve Bank analyst if you have any questions or issues when submitting your report.
- Report information (including explanations on data fluctuations) should be sent to: [stls.statistics.bankcredit@stls.frb.org](mailto:stls.statistics.bankcredit@stls.frb.org).
- **Weekly submission by Friday (report as-of date is Wednesday) is encouraged.**