



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

P.O. Box 442
St. Louis, MO 63166

DATE: January 14, 2021

TO: Eighth District Holding Companies

SUBJECT: Annual Report of Holding Companies (FR Y-6)

The Federal Reserve System requires the *Annual Report of Holding Companies* (FR Y-6) to be filed by all top-tier holding companies. For multi-tiered holding company organizations, only the top-tier holding company needs to submit the FR Y-6. However, Report Items 3 and 4 must be completed and submitted along with the FR Y-6 for **each** subsidiary holding company. The data are used by supervision and regulation staff to monitor the activities of holding companies and to ensure that their activities are conducted in a safe and sound manner. The FR Y-6 reporting form and instructions are available on the Federal Reserve Board's website at www.federalreserve.gov under Supervision & Regulation, Reporting Forms.

General Instructions of the FR Y-6 Report include:

- *Report Form and Instructions* - No revisions have been made to the FR Y-6 report form and instructions. The FR Y-6 report form has an expiration date of November 30, 2022, which is located in the top right-hand corner of the report. **The most current form must be used when submitting the report.**
- *How to Submit the Report* - In lieu of mailing or hand delivering the completed FR Y-6 report, a Reporter may submit the FR Y-6 report as a Portable Document Format (PDF) file in Reporting Central. For further details, please see the attached letter regarding electronic submission of the FR Y-6 report. Additionally, in response to COVID-19, an operational change has been made to allow for the submission of the FR Y-6 PDF documents via email. If you elect to send your PDF documents via email, please use the appropriate email address as outlined in the section below referencing the submission of the Domestic Branch Listing. **The preferred method of submission is either via Reporting Central or emailing a PDF of the report. Only one complete report (including both the confidential and non-confidential versions of the report if applicable) needs to be submitted, either in electronic form or a paper copy, but again, an electronic submission is preferred.**
- *LEI Information* - Please be sure to include **LEI (Legal Entity Identifier) information** (including reporting "N/A" where this is non-applicable) for every entity in Report Item 2(a) of the organization chart. This specific information is required to be reported, as documented in the report instructions, but it is often omitted by institutions.

Report Item 2(b), Domestic Branch Listing:

The Domestic Branch Listing is collected for each depository institution and Edge and agreement corporation in the organization effective December 31, 2020. The Federal Reserve provides a website, <http://structurelists.federalreserve.gov> for respondents to download branch information in a spreadsheet format for review, verification and, if necessary correction. An FR Y-10 report is also necessary to report branch changes.

Note: A branch verification spreadsheet must accompany each FR Y-6 filing, even if no changes need to be reported. Depository institutions that do not have branches must also include a spreadsheet showing verification of the head office.

If you plan to submit the **branch verification spreadsheet and any changes** annotated on the spreadsheet via email, please use the appropriate address:

STLS.NIC1@stls.frb.org	(States of Arkansas and Tennessee)
STLS.NIC2@stls.frb.org	(States of Mississippi and Missouri)
STLS.NIC3@stls.frb.org	(States of Kentucky and Indiana)
STLS.NIC4@stls.frb.org	(State of Illinois)

Please indicate your institution's name, city and state in the subject line of your email. Also, please include a contact name and phone number in the email message for any questions we may have regarding your data. You may also mail a hardcopy version of the annotated branch listing if submitting the FR Y-6 report by mail, but an electronic submission of the report is preferred.

**SPECIAL
INSTRUCTIONS:**

Please **do not include personal information with your FR Y-6 submission** unless it is specifically requested in the report form instructions. Examples of information that should **NOT** be disclosed in the FR Y-6, include: personal home street addresses, telephone numbers, social security numbers, bank account numbers or driver's license numbers.

DUE DATE:

For both electronic and mailed report submissions, the FR Y-6 report is due at this Reserve Bank no later than 5:00 p.m. on **Wednesday, March 31, 2021**. For a mailed report to be considered timely, it must enter the delivery system by the following dates:

First Class Mail:
Friday, March 26, 2021

Overnight Delivery:
Tuesday, March 30, 2021

Please submit your report to the following address:

First Class Mail:
Federal Reserve Bank of St. Louis
S&R Records Center
P.O. Box 442
St. Louis, MO 63166

Messenger or Overnight:
Federal Reserve Bank of St. Louis
S&R Records Center
1421 Dr. Martin Luther King Drive
St. Louis, MO 63106-3716

**FURTHER
INFORMATION:**

If you have any questions, please contact:
Donna Ashrafzadeh, (800) 333-0810, ext. 444-7463, or (314) 444-7463
e-mail: Donna.Ashrafzadeh@stls.frb.org
Rebecca Roberts, (800) 333-0810, ext. 444-8744, or (314) 444-8744
e-mail: Rebecca.Roberts@stls.frb.org

ENCLOSURES:

Reporting Central Information
Report Form
Instructions
Sample
Helpful Hints
Examples of Personally Identifiable Information (PII)