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**Federal Deposit Insurance Corporation**

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**Office of the Comptroller of the Currency**

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**Board of Governors of the Federal Reserve System**

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FIL-149-2008  
December 31, 2008

**BANK REPORTS**

TO: CHIEF EXECUTIVE OFFICER

SUBJECT: Consolidated Reports of Condition and Income for Fourth Quarter 2008

The attached material pertains to the Consolidated Reports of Condition and Income (Call Report) for the December 31, 2008, report date. Please plan to complete the preparation, editing, and review of your bank's Call Report data and the submission of these data to the agencies' Central Data Repository (CDR) as early as possible. Starting your preparation early will aid you in identifying and resolving any edit exceptions prior to the submission deadline. If you later find that certain information needs to be revised, please make the appropriate changes to your data and promptly submit the revised data file to the CDR.

Except for certain banks with foreign offices, your completed Call Report must be received by Friday, January 30, 2009, in accordance with the filing requirements discussed below. *No extensions of time for submitting Call Report data are granted.*

As the Federal Financial Institutions Examination Council (FFIEC) previously advised you, the U.S. Office of Management and Budget has approved revisions to Call Report Schedule RC-O, Other Data for Deposit Insurance and FICO Assessments, that take effect December 31, 2008, and are applicable to all banks participating in the Federal Deposit Insurance Corporation's (FDIC) Transaction Account Guarantee Program (see FIL-141-2008, dated December 11, 2008). A participating bank must report the amount and number of its noninterest-bearing transaction accounts, as defined in the FDIC's regulations governing the program, of more than \$250,000 in Schedule RC-O, Memorandum items 4.a and 4.b. The FDIC will use this information to calculate assessments for participants in the Transaction Account Guarantee Program.

In addition, although the FDIC's deposit insurance limit has temporarily increased to \$250,000, the agencies have not revised Memorandum items 1.a and 1.b of Call Report Schedule RC-O for the amount and number of deposit accounts (other than retirement deposit accounts) of (a) \$100,000 or less and (b) more than \$100,000. Banks should continue to complete these items using the \$100,000 size threshold for deposit accounts without taking into account the temporary increase in the deposit insurance limit. Similarly, when reporting estimated uninsured deposits in Memorandum item 2 of Schedule RC-O, banks required to provide this estimate should continue to calculate the amount of uninsured deposits based on the deposit insurance limits of \$250,000 for retirement deposit accounts and \$100,000 for all other accounts. Banks should not consider the temporary increase in deposit insurance coverage to \$250,000 or their participation in the FDIC's Debt Guarantee Program or Transaction Account Guarantee Program when estimating their uninsured deposits for Schedule RC-O, Memorandum item 2.

Sample Call Report forms for the December 31, 2008, report date are available on both the FFIEC's Web site ([http://www.ffiec.gov/ffiec\\_report\\_forms.htm](http://www.ffiec.gov/ffiec_report_forms.htm)) and the FDIC's Web site (<http://www.fdic.gov/regulations/resources/call/index.html>). An instruction book update for December 2008, which includes the instructions for the new Schedule RC-O items pertaining to the Transaction

Account Guarantee Program, is also available on both the FFIEC's and the FDIC's Web sites. In addition, banks should refer to this quarter's attached Supplemental Instructions for additional guidance on certain reporting issues. Report forms and instructional materials can be both printed and downloaded from the FFIEC's and the FDIC's Web sites. Please notify the person responsible for preparing Call Reports at your bank about the electronic availability of the report forms, instruction book update, and Supplemental Instructions for December 2008.

All banks are reminded to report the amount of their preferred deposits (Memorandum item 1.e of Schedule RC-E). This information is collected only as of the December 31 report date each year. Banks that have fiduciary or related activities (in the form of assets or accounts), either at the bank itself or in a trust company subsidiary, should ensure that they complete the appropriate items in Schedule RC-T, Fiduciary and Related Services. The specific items that are to be completed in Schedule RC-T are determined by a bank's total fiduciary assets as of December 31, 2007, or its gross fiduciary and related services income in 2007.

Each bank must file its December 31, 2008, Call Report data in one of the following two ways:

- A bank may use computer software to prepare and edit its report data and then electronically submit the data directly to the CDR (<https://cdr.ffiec.gov/cdr/>).
- A bank may complete its report in paper form and arrange with a software vendor or another party to convert its paper report into the electronic format that can be processed by the CDR. The software vendor or other party then must electronically submit the bank's Call Report data file to the CDR.

Electronic submission of Call Report data will be considered timely if the data are received by the CDR no later than Friday, January 30, 2009, and pass FFIEC-published validation criteria (validity edits and quality edits) or, where necessary, contain explanations for any quality edits that are not passed. Explanatory comments should be prepared consistent with the "Guidelines for Resolving Edits" that are published on the FFIEC's Web site at <http://www.ffiec.gov/find/documents/resolvingedits.pdf>.

A bank that has more than one foreign office, other than a "shell" branch or an International Banking Facility, is permitted an additional *five* calendar days to submit its Call Report data. Such a bank must electronically transmit its data to the CDR no later than Wednesday, February 4, 2009.

For technical assistance with the CDR, banks should contact the CDR Help Desk by telephone at (888) CDR-3111, by fax at (703) 774-3946, or by e-mail at [CDR.Help@ffiec.gov](mailto:CDR.Help@ffiec.gov). For further information concerning the Call Report itself, state member banks should contact their Federal Reserve District Bank. National and FDIC-supervised banks should contact the FDIC's Data Collection and Analysis Section in Washington, D.C., by telephone at (800) 688-FDIC (3342) or by e-mail at [insurance-research@fdic.gov](mailto:insurance-research@fdic.gov).

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Attachment

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