

Federal Financial Institutions Examination Council

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1776 G Street, NW, Suite 701 • Washington, DC 20006

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June 3, 1985

TO: CHIEF EXECUTIVE OFFICER OF THE INSURED  
COMMERCIAL BANK ADDRESSED

SUBJECT: Optional use of computer-generated alternative report forms for submission of the Quarterly Reports of Condition and Income (Call Report) to the Federal bank supervisory agencies.

The Federal supervisory agencies have received a number of inquiries on whether it would be acceptable to the agencies for a bank to submit the Call Report on computer-generated report forms as an alternative to the use of the pre-printed forms distributed each quarter by the agencies. The attached notice to all insured commercial banks indicates the conditions under which such alternative submission would be acceptable and provides the specifications that would have to be met by an alternative report form that was to be used in this way.

The notice emphasizes that, if an alternative form is used by a bank, it is the bank's responsibility to ensure that the form used is the correct one, that it conforms to the specifications set forth in the notice, and that the information submitted on the form reflects fully and accurately the reporting requirements of the official agency-provided form and the agency-issued Instructions for the preparation of the Call Report.

Robert J. Lawrence  
Executive Secretary

Attachment