



Summary of Deposits Survey

FIL-62-97
June 30, 1997
(Summary of Deposits Survey Date)

TO: CHIEF EXECUTIVE OFFICER
SUBJECT: *Summary of Deposits Survey for June 30, 1997*

The enclosed Summary of Deposits (SOD) survey forms are to be completed as of June 30, 1997. Instructions for completing the SOD survey are enclosed with the set of forms. Please read the instructions carefully. The instructions have been clarified, and a Table of Contents is provided for easy reference for reporting new, closed and relocated branches.

Although no major revisions have been made to the form, additional "change codes" and "service types" have been included. Remember that FDIC-assigned office numbers should not be changed to reflect the bank's internal office numbering scheme. A new schedule ("Additions/Changes to Office Structure") has been added for offices not included on the survey or for offices with more than one change code. Also new to the form is a "comments" section.

The classification of the types of deposits in the SOD survey are identical to those used for completing the Consolidated Report of Condition, the Thrift Financial Report Statement of Condition, and the International Banking Authority Report of Assets and Liabilities. Therefore, the aggregate total of all domestic office data reported in the SOD survey must agree with corresponding domestic deposit data reported in the applicable deposit liability schedule for June 30. All banks located in the U.S. with offices in Puerto Rico and U.S. territories and possessions must report deposits for these offices. Banks must identify a consolidated, estimated or nondeposit office (CEN) by placing the appropriate code in the CEN code column. In addition, the main office line item should not be used as a total line; aggregate bank deposits for all offices should be included on the last preprinted office page of the set of forms.

For the first time, financial institutions may file electronically rather than return the hard-copy form. Electronic Data Systems (EDS) serves as the collection agent for the SOD survey. In order for your bank to file its SOD survey electronically, you must use computer software that has been certified by EDS. You may obtain certified software through certain vendors that have completed a certification process, or your bank may develop its own SOD software and undergo the certification process. Currently, SOD software products marketed by DPSC Software, Inc. and Sheshunoff Information Services, Inc. have been certified for electronic submission by EDS. The FDIC has provided these software companies with a significant number of edits that the FDIC uses for validating SOD survey information.

If your institution is involved in a merger or purchase/sale before June 30, 1997, and it is not reflected on your initial survey form, please contact the FDIC Structure Unit via FAX at (202) 898-6952 or send an e-mail (supervision@fdic.gov) with the effective date of the acquisition, the name of the acquired institution and other pertinent information. We will ensure that the

transaction is processed immediately and a revised SOD survey form will be mailed around July 15, 1997. The software vendors have informed us that they will send out a revised software package to applicable institutions.

The filing deadline for submitting the hard-copy form is July 30, 1997. The originals of the SOD survey should be sent in the enclosed envelope to:

Summary of Deposits
Federal Deposit Insurance Corporation
P.O. Box 3724
Crofton, MD 21114

Financial institutions filing electronically have until August 15, 1997, to file the SOD survey through the procedures provided by their software vendor.

Banks filing electronically should not mail a hard copy of their SOD survey to the FDIC. The last page of the FDIC-supplied printed survey with the signature and attestation should be maintained in the bank's files.

All data collected from the SOD survey are available to the public. Banks may receive published deposit information from the FDIC in booklet form, on computer printouts, on magnetic tape or through the FDIC Internet site [Bank Data](#).

For further information about the SOD survey, please contact Shirley Peterson toll-free at 1-800-765-4081, extension 86571. Thank you for your cooperation in making the SOD survey as accurate and complete as possible.

Nicholas J. Ketcha Jr.
Director

Enclosures are specific to particular institutions and will be set to them by regular mail; thus they will not be posted to the FDIC website.

Distribution: Insured Banks (Commercial and Savings) that Operate Branches or Facilities;
Insured U.S. Branches of Foreign Banks

NOTE: Paper copies of FDIC financial institution letters may be obtained through the FDIC's Public Information Center, 801 17th Street, N.W., Room 100, Washington, D.C. 20434 ((703) 562-2200 or 800-276-6003).