



Quarterly Deposit Reporting Period is Here

By now, you should have received your quarterly notification via email. If you need extra time to file your report, please call your report analyst. More information can be found at: <http://www.dallasfed.org/banking/reporting/index.cfm> under "What's New" Quarterly FR 2900 Letter.

Quarterly FR 2900 Reporters

Report period:

Week ending,
Monday, March 24, 2014

Due date:

Close of business,
Tuesday, March 25, 2014

Upcoming FR 2900 Seminars

The Statistics Department of the Federal Reserve Bank of Dallas offers free deposit report seminars! These one-day events are full of essential information you need to know in order to accurately file your FR 2900 report. Seminars for 2014 are shown below:

Date	Location
May 21, 2014	Houston
September 10, 2014	Dallas

For more information, visit <http://www.dallasfed.org/banking/reporting/index.cfm>, and click on "Seminars." Online registration will begin approximately six weeks prior to the seminar date. An email reminder will be sent when registration opens. If you are not already on our mailing list, please contact us at FR2900Workshop@dal.frb.org, or you can also contact your analyst to confirm that we have your current email address.

Looking for Article Ideas

If you have an FR 2900 issue that keeps you up at night and would like us to address it in a future article, we would love to hear from you! Please email your ideas to the editor at Monetaryreports@dal.frb.org.

Annual Salary Survey Approaching

The Statistics Department at the Federal Reserve Bank of Dallas conducts an annual salary survey of various official and nonofficial positions at commercial banks in the Eleventh Federal Reserve District. We are currently seeking participants for the 2014 survey. The information collected is compiled to provide banks with relevant and comparative salary data classified by bank deposit size and geographic location. The results of the survey are published annually and available for purchase at a cost of \$200.00 per copy. The benefit of your participation is a **FREE** copy of the results.

Past respondents have found the survey useful for comparing salaries and benefits to similar institutions, planning annual budgets and compensation, ensuring that officers and employees are fairly compensated and determining the prevailing pay rate for specific positions. The survey results will be distributed electronically as both a PDF file and as an Excel spreadsheet that can be easily uploaded into salary benchmarking software.

If you are interested in participating in the 2014 Salary Survey, please send an email to salariesurvey@dal.frb.org or call Dianna Elzner at 214-922-5424 or Daion Christenson at 214-922-5423.

Is There Change in the Air?

Your analysts in the Statistics Department at the Federal Reserve Bank of Dallas have many different duties. As many of you know, one of the most important roles they fill is reviewing and verifying the data that are reported on a weekly, quarterly and annual basis. Often an analyst may contact you with a question about either a change or a fluctuation in the data that have been reported. Comments that you provide are always appreciated, whether we receive them by phone, or via the text comments entered via IESUB.

If your institution is making a change in your business model that will affect any of your reported data, please contact your analyst to discuss these changes. For example, deposit analysts recently noticed a change in the normal fluctuations in savings account balances that was caused by several institutions ceasing their sweeping activity between transaction and nontransaction accounts. Changes such as this, by even a small number of banks, can have a significant impact on the picture painted by the district's data.

Is there change in the air at your institution? Reach out to your report analyst and let them know! A list of our analysts can be found on the last page of this newsletter.

Spring Cleaning

It is important that Statistics staff analysts be able to reach reporting contacts at all of our depository institutions. We strive to maintain our contact records with the utmost accuracy, but we need your help! We ask you to notify us as soon as possible whenever any of the following occurs:

- Change in email, phone or mailing address
- Change in assignments (no longer preparing the FR 2900/FR 2900q/FR 2910a)
- Adding/changing backup contact for preparation of any reports
- Contact(s) no longer works at the institution

Please forward to us the updated information, including the new contact's name, phone number, extension, email address and fax number. Also, any new contact who will submit your report electronically needs to complete the authorization forms for access to IESUB. Thank you for your cooperation.

Holidays

We all love holidays! When one occurs during the report week, please report according to the scenario below that best describes your institution's procedures.

Scenario	Proper Reporting
Closed	Carry the previous day's balance forward
Closed but GL posting	Report balances as reflected on GL as of close of business*
Open but NOT GL posting	Carry the previous day's balance forward
Open and GL posting	Report balances as reflected on GL as of close of business*

* Both sides of the transaction (debit and credit) must be recorded and reported.

During second quarter 2014, the Federal Reserve Bank will observe the following holidays:

Memorial Day

Monday, May 26, 2014

Quarterly Deposit Report Deadlines for 2014

Report Dates	Due Dates
Tuesday, March 18–Monday, March 24, 2014	Close of business Tuesday, March 25, 2014
Tuesday, June 17–Monday, June 23, 2014	Close of business Tuesday, June 24, 2014
Tuesday, September 16–Monday, September 22, 2014	Close of business Tuesday, September 23, 2014
Tuesday, December 16–Monday, December 22, 2014	Close of business Tuesday, December 23, 2014

Electronic Reporting

Quarterly reporting is just around the corner, and there are still a small percentage of institutions faxing their reports to us. While faxing your report to the Fed remains optional on some reports, we would like for you to consider giving IESUB a try when submitting your reports.

Our support team will do their very best to make this transition as quick and easy for you as possible. All we need is a completed IESUB User Request Form for each person at your institution wanting access. The information on the request form is needed in order for us to create your new username and password. To submit reports other than the quarterly FR 2900, you need to complete a separate form. The best part is that regardless of how many reports you file you only need one username and one password.

To get started, give one of your support staff listed below a call to receive a personalized IESUB User Request. You can also use the link below to access a blank user form. Fax all completed forms to 214-922-5394 or 214-922-5395.

IESUB Support Contacts: Dianna Elzner at 214-922-5424, Barbara Askew at 214-922-6309 or Daion Christenson at 214-922-5423.

<http://www.frbservices.org/centralbank/reportingcentral/iesub.html>

Important Information

The links below contain all the latest information you need to correctly file your FR 2900 report. As always, if you have any questions or concerns, please contact us.

[FR 2900 Report Forms, Instructions, and Legitimate Differences](#)

[Regulation D](#)

[Deposit Reclassification Guidelines](#)

[Reserve Maintenance Manual](#)

[Statistics Public Website](#)

[Reporting Deadlines](#)

[IESUB](#)

The Importance of an Active IESUB Account

Have you ever tried to log into IESUB and received a message informing you that the information you entered is no longer valid? This means that your account has been disabled. Your account's status should always be "enabled"; otherwise, you're at risk of having your account closed. Accounts disabled in this manner are deleted after one year.

Keeping your account enabled is easy to do. Just log into IESUB with your user name and password at least once a month. If you do not log on every 30 days, your account will expire or be disabled. Once your account expires, you will have to reset your password or contact us to reset it for you. If you fail to reset your password, your account will automatically be deleted one year after it has been disabled. To reactivate your account, you will need to complete the paperwork required to create a new account. Contact us if you have questions on this or any other IESUB support issues.

How to Contact Your Statistics–Monetary and Financial Report Staff

Visit our website at <http://dallasfed.org/banking/reporting> to find electronic versions of *Statistics News* as well as staff names, phone numbers and email addresses.

Report Analysts

Mario Hernandez, Manager
214-922-5399
mario.hernandez@dal.frb.org

Brian Bull
214-922-5433
brian.r.bull@dal.frb.org

James Carroll
214-922-5758
james.p.carroll@dal.frb.org

Phyllis Conway
214-922-5481
phyllis.conway@dal.frb.org

Cecile Evans
214-922-5409
cecile.evans@dal.frb.org

Jim Foster
214-922-5407
jim.foster@dal.frb.org

Florence Gale
214-922-5412
florence.gale@dal.frb.org

Randy Greer
214-922-6321
randy.greer@dal.frb.org

Connie Nevárez
214-922-5403
connie.nevarez@dal.frb.org

Ryan Reeder
214-922-5376
ryan.reeder@dal.frb.org

Kristin Shepard
214-922-5421
kristin.e.shepard@dal.frb.org

Andrea Willis
214-922-5413
andrea.willis@dal.frb.org

Statistics Toll-Free Phone Number

800-411-5429

Fax Numbers

214-922-5394
214-922-5395
214-922-5345

Technical Support (IESUB)

Daion Christenson
214-922-5423
daion.christenson@dal.frb.org

Dianna Elzner
214-922-5424
dianna.elzner@dal.frb.org