


Board of Governors of the Federal Reserve System

FR Y-6 Depository Institution Branch Data Verification

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Per the [FR Y-6 December 2022 instructions](#), these steps should be followed if there were changes to your domestic branch listing over the prior reporting year.

Branch Data Verification Instructions

- Using the search functions below, find your institution(s).
- Navigate through the next screens to display a head office's branches or a consolidated branch listing for the holding company.
- Download and save the branch listing in a Microsoft® Excel file (click on the download link).
- Verify and correct the branch listing to match your current organizational structure.
- If your organization meets the criteria to report item 2b, send the corrected Excel file(s) to your FRB contact. Please see the [detailed instructions](#) for more information.

Find an Institution

By ID_RSSD:

OR By Type and Name: ☒ Bank Holding Company (BHC) or Savings and Loan Holding Company (SLHC)
☐ Individual Depository Institution, Domestic Bank, Savings Association, Edge or Agreement Corporation (Head Office)

Enter all or part of the institution's name:
and its physical location:

Choose an effective date for the institution list:

I. GENERAL INSTRUCTIONS

Please note the steps below only need to be followed if your organization meets the criteria to report Item 2b. The website located at <http://structurelists.federalreserve.gov> must be used to complete your organization's **Report Item 2b** requirement (if applicable) for the FR Y-6. Using this site, you will generate a list of all the domestic branches ("Branch List") for each individual depository institution ("Head Office") within your organization, including commercial banks, savings associations, and Edge Act or Agreement corporations, based on current Federal Reserve records. Please see the FR Y-6 instructions for more information.

STEPS

Complete the FR Y-6 Report Item 2b requirement (if applicable) by following the steps below:

STEP 1: Generate a Branch List for your institution's subsidiary(s)

STEP 2: Download and save the corresponding spreadsheet

STEP 3: Verify the Depository Institution's Branch List

STEP 4: Send your FRB contact a verified and reconciled list of branches if Item 2b is required to be submitted

For more information, please see specific instructions on this process below.

FORMAT

Your FRB contact will accept Branch Lists that are generated *only* through this website *OR* that follow the same format as the spreadsheets provided on this website, provided such Branch Lists contain the same initial information as contained on the listings generated using this website. The FRB contact will NOT accept listings that do not follow this format (e.g., printouts from the bank's website, internal branch lists, branch lists from other agencies) to satisfy Report Item 2b of the FR Y-6.

Note: This site may only be used to satisfy Report Item 2b of the FR Y-6 report. This site may NOT be used to submit Report Items 1, 2a, 3, and 4.

SUBMISSION

Submit Branch List(s) via *electronic submission* to your FRB contact (refer to the [Federal Reserve Contact List](#) on the website). The Branch List must be **received** no later than 90 calendar days following the fiscal year-end of the top-tier holding company, the due date for the FR Y-6 report in its entirety.

You are encouraged to submit your organization's Branch List early. If submitted early, mark "Submitted early via email or Reporting Central (or separately) on (insert date submitted)" on the FR Y-6 report under Report Item 2b.

While electronic submission of the Branch List is preferred, you may submit a *hard copy* of the Branch List(s). If you submit a hard copy of the Branch List(s), please ensure that you allow sufficient time for delivery, so that delivery is received no later than 90 calendar days following the fiscal year-end of the top-tier holding company. Please do not submit Branch Lists via facsimile because they will not be accepted.

FR Y-10 REPORTING REQUIREMENT

Pursuant to FR Y-6 Item 2b, the Branch List is required to be generated for your organization and submitted to your FRB on an annual basis if there are changes from the prior year. If there are any discrepancies between the Branch List generated by this website and your actual branch data, you must reconcile those discrepancies and update the Branch List to satisfy your FR Y-6 Report Item 2b requirement, and you must also file FR Y-10 Domestic Branch Schedules to notify us of the changes.

II. SPECIFIC INSTRUCTIONS

STEP 1: Generate a Branch List for Your Institution's Subsidiary(s)

To generate your organization's Branch List, you can search by:

- ID_RSSD (the Federal Reserve's unique identifier), *OR*
- The name of your Bank Holding Company (BHC), Savings and Loan Holding Company (SLHC), or Depository Institution's Head Office(s).

TO FIND AN INSTITUTION BY ID_RSSD:

1. Enter the ID_RSSD. This identifier can be up to 10 digits in length, and there is no need to enter the leading zeros.
2. Select the fiscal year-end date for your institution. *

* For an institution with a fiscal year-end date that is not listed in the drop-down menu, choose an effective date for the institution list using the following criteria:

Fiscal Year-End	Select
12/31/2013 to 03/30/2014	12/31/2013
03/31/2014 to 06/29/2014	03/31/2014
06/30/2014 to 09/29/2014	06/30/2014
09/30/2014 to 12/30/2014	09/30/2014
12/31/2014 to 03/30/2015	12/31/2014

Please see the following examples of appropriate effective dates, using the criteria above, for institutions where the effective dates are not listed in the drop-down menu:

- If the fiscal year-end of your top-tier holding company is 1/31/2014, select 12/31/2013 from the drop-down menu as the effective date.
- If the fiscal year-end of your top-tier holding company is 8/31/2014, select 6/30/2014 from the drop-down menu as the effective date.

3. Click the **Search** button.

Website Instructions

FR Y-6 Depository Institution Branch Data Verification

Per the [FR Y-6 December 2022 Instructions](#), these steps should be followed if there were changes to your domestic branch listing over the prior reporting year.

Branch Data Verification Instructions

- Using the search functions below, find your institution(s).
- Navigate through the next screens to display a head office's branches or a consolidated branch listing for the holding company.
- Download and save the branch listing in a Microsoft® Excel file (click on the download link).
- Verify and correct the branch listing to match your current organizational structure.
- If your organization meets the criteria to report item 2b, send the corrected Excel file(s) to your FRB contact. Please see the [detailed instructions](#) for more information.

Find an Institution

By ID_RSSD:

12345678

1

OR

By Type and Name:

☒ Bank Holding Company (BHC) or Savings and Loan Holding Company (SLHC)

☐ Individual Depository Institution, Domestic Bank, Savings Association, Edge or Agreement Corporation (Head Office)

Enter all or part of the institution's name:

and its physical location:

Choose an effective date for the institution list:

12/31/20XX

2*

3

Search

Clear

- If you searched by the ID_RSSD of your bank holding company or savings and loan holding company, continue to the **SEARCH RESULTS FOR A BANK HOLDING COMPANY (BHC) OR A SAVINGS AND LOAN HOLDING COMPANY (SLHC)** section of these instructions.
- If you searched by the ID_RSSD of your Depository Institution (Head Office), continue to the **SEARCH RESULTS FOR A DEPOSITORY INSTITUTION (HEAD OFFICE)** section of these instructions.

TO FIND AN INSTITUTION BY TYPE AND NAME:

1. Leave ID_RSSD field blank.
2. Select **Bank Holding Company (BHC) or Savings and Loan Holding Company (SLHC) or Depository Institution (Head Office)**.
3. Enter institution's name and location. If location is unknown, choose All Locations.
4. Select the fiscal year-end date for your institution. (*See note on previous page.)
5. Click the **Search** button.

Per the [FR Y-6 December 2022 instructions](#), these steps should be followed if there were changes to your domestic branch listing over the prior reporting year.

Branch Data Verification Instructions

- Using the search functions below, find your institution(s).
- Navigate through the next screens to display a head office's branches or a consolidated branch listing for the holding company.
- Download and save the branch listing in a Microsoft® Excel file (click on the download link).
- Verify and correct the branch listing to match your current organizational structure.
- If your organization meets the criteria to report item 2b, send the corrected Excel file(s) to your FRB contact. Please see the [detailed instructions](#) for more information.

Find an Institution

By ID_RSSD: **1**

OR By Type and Name: ☒ Bank Holding Company (BHC) or Savings and Loan Holding Company (SLHC) **2**
☐ Individual Depository Institution, Domestic Bank, Savings Association, Edge or Agreement Corporation (Head Office)

Enter all or part of the institution's name: **3**
and its physical location:

Choose an effective date for the institution list: **4***

5

- If you selected “Bank Holding Company (BHC) or Savings and Loan Holding Company (SLHC)” as your search type, continue to the **SEARCH RESULTS FOR A BANK HOLDING COMPANY (BHC) OR A SAVINGS AND LOAN HOLDING COMPANY (SLHC)** section of these instructions.
- If you selected “Head Office” as your search type, continue to the **SEARCH RESULTS FOR A DEPOSITORY INSTITUTION (HEAD OFFICE)** section of these instructions.

SEARCH RESULTS FOR A BANK HOLDING COMPANY (BHC) OR A SAVINGS AND LOAN HOLDING COMPANY (SLHC):

If you searched by the ID_RSSD or your bank holding company or savings and loan holding company, or selected “Bank Holding Company (BHC) or Savings and Loan Holding Company (SLHC)” as your search type, a list of BHCs or SLHCs that match the search criteria will appear.

Click on the **ID_RSSD** link next to your holding company's name.

Website Instructions
FR Y-6 Depository Institution Branch Data Verification

Results: A list of holding companies containing the string 'xyz' located in: **All Locations**.
The data are as of **12/31/20XX**.

Click on the holding company's ID_RSSD to see all of its branches.

ID_RSSD	Popular Name	Street Address	City	State	Country
6012345	XYZ BANCORPORATION, INC.	101 MAIN STREET	LOS ANGELES	CA	UNITED STATES
6987654	FIRST XYZ BANCORP	4567 FIRST STREET	LAS VEGAS	NV	UNITED STATES
7456789	UNITED XYZ BANCSHARES	9876 MARKET STREET	SALEM	OR	UNITED STATES

A list of the BHC's or SLHC's subsidiary Head Offices will be displayed.

You will then be able to:

- 1) View/download a consolidated Branch List for all of the Head Offices by clicking on the **Click here to get a consolidated branch listing for this holding company** link, **OR**
- 2) View/download the Branch List for each Head Office by clicking on the **Head Office ID_RSSD** link next to the Head Office's name.

Head Offices for Selected Holding Company Back to Search Results

A list of head offices for the holding company: **XYZ BANCORPORATION, INC. (6012345) of LOS ANGELES, CA**.
The data are as of **12/31/20XX**.

Click on a Head Office ID_RSSD to see all of its branches, or click on the link below to see a consolidated branch listing for all head offices.

» [Click here to get a consolidated branch listing for this holding company](#) « **1**

Head Office ID_RSSD	Head Office Popular Name	Street Address	City	State	Zip Code	County	Country
6656470	XYZ AMERICAN BANK	9870 MONTGOMERY STREET	SAN FRANCISCO	CA	94105	SAN FRANCISCO	UNITED STATES
7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	LOS ANGELES	UNITED STATES

➤ Continue to **STEP 2** to download and save the Branch List.

SEARCH RESULTS FOR A DEPOSITORY INSTITUTION (HEAD OFFICE):

If you searched by the ID_RSSD of your depository institution (head office) or selected "Head Offices" as your search type, a list of Head Offices that match the search criteria will appear.

Note: If a Head Office is directly or indirectly controlled by multiple BHCs or SLHCs, that Head Office will be listed more than once in the search results page.

Website Instructions
FR Y-6 Depository Institution Branch Data Verification

Click on the **Head Office ID_RSSD** link next to your BHC's or SLHC's Depository Institution's name.

Results: A list of depository institutions containing the string 'xyz' located in: **All Locations**.
The data are as of **12/31/20XX**.

Click on the Head Office ID_RSSD to see all of its branches.

Head Office ID_RSSD	Head Office Popular Name	Street Address	City	State	Country	HC ID_RSSD	Holding Company Name
6451237	FIRST XYZ BANK	4567 FIRST STREET	LAS VEGAS	NV	UNITED STATES	6987654	FIRST XYZ BANCORP
6014785	UNITED XYZ BANK, NATIONAL ASSOCIATION	9876 MARKET STREET	SALEM	OR	UNITED STATES	7456789	UNITED XYZ BANCSHARES
6656470	XYZ AMERICAN BANK	9870 MONTGOMERY STREET	SAN FRANCISCO	CA	UNITED STATES	6012345	XYZ BANCORPORATION, INC.
7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	UNITED STATES	6012345	XYZ BANCORPORATION, INC.

The Branch List for the Head Office will be displayed.

- Continue to **STEP 2** to download and save the Branch List.

Website Instructions

FR Y-6 Depository Institution Branch Data Verification


STEP 2: Download and Save the Corresponding Spreadsheet

Once the “Branches for Selected Institution” page or the “All Branches for Selected Holding Company” page is displayed, click on the **Download List to Excel** link (blue button) to download and save the Branch List.

Branches for Selected Institution [Back To Head Office List](#) [Back to Search Results](#)

A list of branches for your depository institution: **XYZ BANK (ID_RSSD: 7987123)**.
This depository institution is held by **XYZ BANCORPORATION, INC. (6012345) of LOS ANGELES, CA**.
The data are as of **12/31/20XX**.

Save a copy of this list by clicking the download button below. **When asked if you would like to open or save this file, choose the 'Save' button.** Make corrections to your saved copy and then send it to your FRB contact, if applicable. See the detailed instructions (linked above) for more information.

 **Download List to Excel** Institutions: 1 to 5 of 5

Branch Service Type	Branch ID_RSSD*	Popular Name	Street Address	City	State	Zip Code	County	Country	FDIC UNINUM*	Office Number*	Head Office	Head Office ID_RSSD*
Full Service (Head Office)	7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	LOS ANGELES	UNITED STATES	12345	0	XYZ BANK	7987123
Full Service	7128960	ARCADIA BRANCH	765 PLAZA ROAD	ARCADIA	CA	91066	LOS ANGELES	UNITED STATES	43210	3	XYZ BANK	7987123
Full Service	6457998	LONG BEACH BRANCH	4589 FIFTH AVENUE	LONG BEACH	CA	80807	LOS ANGELES	UNITED STATES	34567	1	XYZ BANK	7987123
Limited Service	6778945	MONTEBELLO BRANCH	45 WEST STREET	MONTEBELLO	CA	90640	LOS ANGELES	UNITED STATES	23456	2	XYZ BANK	7987123
Full Service	7771234	PASADENA BRANCH	10 THIRD STREET	PASADENA	CA	91114	LOS ANGELES	UNITED STATES	13456	4	XYZ BANK	7987123

*FDIC UNINUM, Office Number, and ID_RSSD columns are for reference only. Verification of these values is not required.

Follow the instructions on the “Download to Excel File” page to save a copy of the Branch List as an Excel Workbook on your computer.

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[Home](#) [Federal Reserve Contact List](#) [Detailed Instructions](#) [FAQ](#) [Back to Search Results](#)

Download to Excel File Instructions

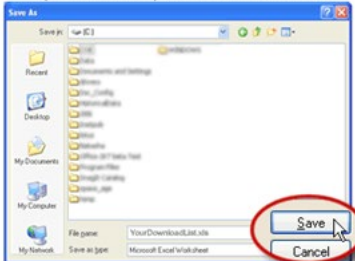
Step 1 Click this button to start the download: [Download Now](#)

Step 2 When prompted, follow the instructions below.

A. Click the Save button.



B. Choose where to save file (drive and folder) and click the Save button.



If you click on the **Open** button instead, be sure to save the list from within Excel by going to **File > Save As** in the menu bar, and saving the document as an Excel Workbook.

If you encounter downloading issues, please see the Excel Troubleshooting FAQ document.

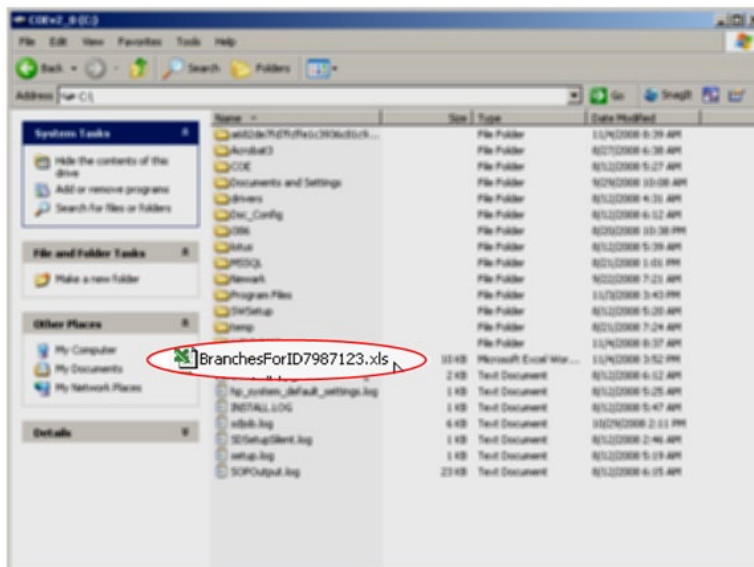
Website Instructions

FR Y-6 Depository Institution Branch Data Verification

STEP 3: Verify the Depository Institution's Branch List

Go to the folder on your computer where you saved the Branch List as an Excel Workbook.

Double-click on the file name to open the Branch List in Excel.



If you encounter any difficulties downloading and opening the Excel Workbook, please refer to the **Frequently Asked Questions (FAQ) — Download Troubleshooting** link to address potential difficulties that could arise.

A sample Branch List in Excel format is displayed below.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Results: A list of branches for your holding company: XYZ Bank (ID_RSSD: 7987123)															
2	This depository institution is held by XYZ BANCORPORATION, INC. (6012345) of LOS ANGELES, CA.															
3	The data are as of 12/31/20XX. Data reflects information that was received and processed through 01/04/20XX.															
4																
5	Reconciliation and Verification Steps															
6	Per the December 2022 instructions, these steps should be followed if there were changes to your domestic branch listing over the prior reporting year.															
7	Please see the FR Y-6 instructions for further detail.															
8	Note: If a Y-10 was submitted during the fiscal year and the change is reflected below, enter 'OK' in the Data Action column.															
9	1. In the Data Action column of each branch row, enter one or more of the actions specified below															
10	2. If required, enter the date in the Effective Date column															
11																
12	Actions															
13	OK: If the branch information is correct, enter 'OK' in the Data Action column.															
14	Change: If the branch information is incorrect or incomplete, revise the data, enter 'Change' in the Data Action column and the date when this information first became valid in the Effective Date column															
15	Close: If a branch listed was sold or closed, enter 'Close' in the Data Action column and the sale or closure date in the Effective Date column.															
16	Delete: If a branch listed was never owned by this depository institution, enter 'Delete' in the Data Action column.															
17	Add: If a reportable branch is missing, insert a row, add the branch data, and enter 'Add' in the Data Action column and the opening or acquisition date in the Effective Date column.															
18																
19	If printing this list, you may need to adjust your page setup in MS Excel. Try using landscape orientation, page scaling, and/or legal sized paper.															
20																
21	Submission Procedure															
22	When you are finished, send a saved copy to your FRB contact. See the detailed instructions on this site for more information.															
23	If you are e-mailing this to your FRB contact, put your institution name, city and state in the subject line of the e-mail.															
24																
25	Note:															
26	To satisfy the FR Y-10 reporting requirements, you must also submit FR Y-10 Domestic Branch Schedules for each branch with a Data Action of Change, Close, Delete, or Add.															
27	The FR Y-10 report may be submitted in a hardcopy format or via the FR Y-10 Online application - https://y10online.federalreserve.gov .															
28																
29	* FDIC UNINUM, Office Number, and ID_RSSD columns are for reference only. Verification of these values is not required.															
30																
31	Data Action	Effective Date	Branch Service Type	Branch ID_RSSD*	Popular Name	Street Address	City	State	Zip Code	County	Country	FDIC UNINUM*	Office Number*	Head Office	Head Office ID_RSSD*	Comments
32			Full Service (Head Office)	7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	ANGELES	UNITED STATES	12345	0	XYZ BANK	7987123	
33			Full Service	7128960	ARCADIA BRANCH	765 PLAZA ROAD	ARCADIA	CA	91066	ANGELES	UNITED STATES	43210	3	XYZ BANK	7987123	
34			Full Service	6457998	LONG BEACH BRANCH	4589 FIFTH AVENUE	LONG BEACH	CA	80807	ANGELES	UNITED STATES	34567	1	XYZ BANK	7987123	
35			Limited Service	6778945	MONTEBELLO BRANCH	45 WEST STREET	MONTEBELLO	CA	90640	ANGELES	UNITED STATES	23456	2	XYZ BANK	7987123	
36			Full Service	7771234	PASADENA BRANCH	10 THIRD STREET	PASADENA	CA	91114	ANGELES	UNITED STATES	13456	4	XYZ BANK	7987123	
37																
	BranchesForID7987123															

There are instructions at the top of the downloaded spreadsheet on how to indicate that there are discrepancies between your actual branch data and the Branch List you generate from this website. Follow the instructions provided on the spreadsheet – and the supplemental instructions provided below - to verify your depository institution's Branch List.

SORTING THE BRANCH LIST (Optional)

You can sort the spreadsheet in the order that is most convenient for you. By default, the Branch List is sorted by Head Office name and then by branch location (state/city).

PRINTING THE BRANCH LIST (Optional)

If you wish to print the Branch List, you may need to adjust your page setup in Microsoft Excel. Try using landscape orientation, page scaling, and/or legal sized paper.

VERIFYING THE BRANCH LIST

Perform a branch-by-branch comparison between your actual branch data and the Branch List generated from this website.

For each branch row:

- 1) Enter the applicable Data Action—*OK*, *Change*, *Close*, *Delete*, or *Add*. See below for examples on how to report each data action. For additional verification and reporting requirements, refer to Report Item 2b (Domestic Branch Listing) of the FR Y-6 instructions.
- 2) Revise or add information if any of the data is incorrect or missing. Please note, the columns *Branch ID_RSSD*, *FDIC UNINUM*, *Office Number*, and *Head Office ID_RSSD* are for Federal Reserve reference only. Please do not revise these values.
- 3) Enter the Effective Date for any reportable action other than *OK* or *Delete*.

Note: The Branch List only includes the following branch types: full service, limited service, trust, and electronic banking. Please refer to Report Item 2b (Domestic Branch Listing) of the FR Y-6 instructions for additional information.

DATA ACTIONS

Use the following data actions to verify your branch list:

- OK
- Change
- Close
- Delete
- Add

A detailed description for each action is listed below.

Data Action — OK

This data action is used to report that the branch information downloaded is correct.

In the **Data Action** column next to the branch information that is correct as downloaded, enter **“OK.”**

	Data Action	Effective Date	Branch Service Type	Branch ID - RSSD*	Popular Name	Street Address	City	State	Zip Code	County	Country	FDIC UNINUM*	Office Number*	Head Office	Head Office ID - RSSD*	Comments
22																
23																
24	OK		Full Service (Head Office)	7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	LOS ANGELES	UNITED STATES	12345	0	XYZ BANK	7987123	
25			Full Service	7128960	ARCADIA BRANCH	765 PLAZA ROAD	ARCADIA	CA	91066	LOS ANGELES	UNITED STATES	43210	3	XYZ BANK	7987123	
26			Full Service	6457998	LONG BEACH BRANCH	4569 FIFTH AVENUE	LONG BEACH	CA	90807	LOS ANGELES	UNITED STATES	34567	1	XYZ BANK	7987123	
27			Limited Service	6778945	MONTEBELLO BRANCH	45 WEST STREET	MONTEBELLO	CA	90640	LOS ANGELES	UNITED STATES	23456	2	XYZ BANK	7987123	
28			Full Service	7771234	PASADENA BRANCH	10 THIRD STREET	PASADENA	CA	91104	LOS ANGELES	UNITED STATES	13456	4	XYZ BANK	7987123	
29																

Data Action — Change

This data action is used to report that a branch listed on the spreadsheet has incorrect information.

1. In the **Data Action** column next to the branch that has incorrect information, enter **“Change.”**
2. Revise the incorrect information. You may also enter a comment in the **Comments** column to reference the type of change.
3. In the **Effective Date** column, enter the effective date for the change.

	Data Action	Effective Date	Branch Service Type	Branch ID - RSSD*	Popular Name	Street Address	City	State	Zip Code	County	Country	FDIC UNINUM*	Office Number*	Head Office	Head Office ID - RSSD*	Comments
22																
23																
24	OK		Full Service (Head Office)	7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	LOS ANGELES	UNITED STATES	12345	0	XYZ BANK	7987123	
25			Full Service	7128960	ARCADIA BRANCH	765 PLAZA ROAD	ARCADIA	CA	91066	LOS ANGELES	UNITED STATES	43210	3	XYZ BANK	7987123	
26			Full Service	6457998	LONG BEACH BRANCH	4569 FIFTH AVENUE	LONG BEACH	CA	90807	LOS ANGELES	UNITED STATES	34567	1	XYZ BANK	7987123	
27			Limited Service	6778945	MONTEBELLO BRANCH	45 WEST STREET	MONTEBELLO	CA		LOS ANGELES	UNITED STATES	23456	2	XYZ BANK	7987123	
28	Change	7/1/20XX	Full Service	7771234	PASADENA BRANCH	1500 NORTH AVENUE	PASADENA	CA	91104	LOS ANGELES	UNITED STATES	13456	4	XYZ BANK	7987123	Branch Relocated
29																

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Data Action — Close

This data action is used to report that a branch listed on the spreadsheet has closed or has been sold.

1. In the **Data Action** column next to the branch that has closed or has been sold, enter “**Close**.”
2. In the **Effective Date** column, enter the effective date for the branch closure or branch sale.
3. You may enter a comment in the **Comments** column to reference the type of change.

	Data Action	Effective Date	Branch Service Type	Branch ID, RSSD*	Popular Name	Street Address	City	State	Zip Code	County	Country	FDIC UNINUM*	Office Number*	Head Office	Head Office ID, RSSD*	Comments
24	OK		Full Service (Head Office)	7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	LOS ANGELES	UNITED STATES	12345	0	XYZ BANK	7987123	
25			Full Service	7128960	ARCADIA BRANCH	765 PLAZA ROAD	ARCADIA	CA	91066	LOS ANGELES	UNITED STATES	43210	3	XYZ BANK	7987123	
26	Close	8/31/20XX	Full Service	6457398	LONG BEACH BRANCH	4569 FIFTH AVENUE	LONG BEACH	CA	90807	LOS ANGELES	UNITED STATES	34567	1	XYZ BANK	7987123	Branch Closed
27	Close	9/15/20XX	Limited Service	6778945	MONTEBELLO BRANCH	45 WEST STREET	MONTEBELLO	CA	90640	LOS ANGELES	UNITED STATES	23456	2	XYZ BANK	7987123	Branch Sold
28	Change	7/1/20XX	Full Service	7771234	PASADENA BRANCH	1500 NORTH AVENUE	PASADENA	CA	91104	LOS ANGELES	UNITED STATES	13456	4	XYZ BANK	7987123	Branch Relocated

Data Action — Delete

This data action is used to report that a branch listed on the spreadsheet never existed or has been owned by this depository institution.

In the **Data Action** column next to the branch that never existed or has been owned by this depository institution, enter “**Delete**.” Do NOT remove the row from the spreadsheet as the Federal Reserve will need this information to delete the branch from its records.

	Data Action	Effective Date	Branch Service Type	Branch ID, RSSD*	Popular Name	Street Address	City	State	Zip Code	County	Country	FDIC UNINUM*	Office Number*	Head Office	Head Office ID, RSSD*	Comments
24	OK		Full Service (Head Office)	7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	LOS ANGELES	UNITED STATES	12345	0	XYZ BANK	7987123	
25	Delete		Full Service	7128960	ARCADIA BRANCH	765 PLAZA ROAD	ARCADIA	CA	91066	LOS ANGELES	UNITED STATES	43210	3	XYZ BANK	7987123	
26	Close	8/31/20XX	Full Service	6457398	LONG BEACH BRANCH	4569 FIFTH AVENUE	LONG BEACH	CA	90807	LOS ANGELES	UNITED STATES	34567	1	XYZ BANK	7987123	Branch Closed
27	Close	9/15/20XX	Limited Service	6778945	MONTEBELLO BRANCH	45 WEST STREET	MONTEBELLO	CA	90640	LOS ANGELES	UNITED STATES	23456	2	XYZ BANK	7987123	Branch Sold
28	Change	7/1/20XX	Full Service	7771234	PASADENA BRANCH	1500 NORTH AVENUE	PASADENA	CA	91104	LOS ANGELES	UNITED STATES	13456	4	XYZ BANK	7987123	Branch Relocated

Data Action — Add

This data action is used to report that a reportable branch is missing from the spreadsheet.

1. Insert a new row at the bottom of this spreadsheet.
2. In the **Data Action** column, enter “**Add.**”
3. In the **Effective Date** column, enter the effective date for the branch opening or acquisition.
4. Enter the required information for the branch. You may also enter a comment in the **Comments** column to reference the type of change.

Note: The columns *Branch ID_RSSD*, *FDIC UNINUM*, *Office Number*, and *Head Office ID_RSSD* are not required. For a list of branch service types that are included in the spreadsheet, please refer to Report Item 2b (Domestic Branch Listing) of the FR Y-6 instructions.

[illegible]

Website Instructions

FR Y-6 Depository Institution Branch Data Verification

A completed and verified Branch List Sample in Excel format is displayed below.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Results: A list of branches for your holding company: XYZ Bank (ID_RSSD: 7987123)															
2	This depository institution is held by XYZ BANCORPORATION, INC. (6012345) of LOS ANGELES, CA.															
3	The data are as of 12/31/20XX. Data reflects information that was received and processed through 01/04/20XX.															
4																
5	Reconciliation and Verification Steps															
6	Per the December 2022 instructions, these steps should be followed if there were changes to your domestic branch listing over the prior reporting year.															
7	Please see the FR Y-6 instructions for further detail.															
8	Note: If a Y-10 was submitted during the fiscal year and the change is reflected below, enter 'OK' in the Data Action column.															
9	1. In the Data Action column of each branch row, enter one or more of the actions specified below															
10	2. If required, enter the date in the Effective Date column															
11																
12	Actions															
13	OK: If the branch information is correct, enter 'OK' in the Data Action column.															
14	Change: If the branch information is incorrect or incomplete, revise the data, enter 'Change' in the Data Action column and the date when this information first became valid in the Effective Date column.															
15	Close: If a branch listed was sold or closed, enter 'Close' in the Data Action column and the sale or closure date in the Effective Date column.															
16	Delete: If a branch listed was never owned by this depository institution, enter 'Delete' in the Data Action column.															
17	Add: If a reportable branch is missing, insert a row, add the branch data, and enter 'Add' in the Data Action column and the opening or acquisition date in the Effective Date column.															
18																
19	If printing this list, you may need to adjust your page setup in MS Excel. Try using landscape orientation, page scaling, and/or legal sized paper.															
20																
21	Submission Procedure															
22	When you are finished, send a saved copy to your FRB contact. See the detailed instructions on this site for more information.															
23	If you are e-mailing this to your FRB contact, put your institution name, city and state in the subject line of the e-mail.															
24																
25	Note:															
26	To satisfy the FR Y-10 reporting requirements, you must also submit FR Y-10 Domestic Branch Schedules for each branch with a Data Action of Change, Close, Delete, or Add.															
27	The FR Y-10 report may be submitted in a hardcopy format or via the FR Y-10 Online application - https://y10online.federalreserve.gov .															
28																
29	* FDIC UNINUM, Office Number, and ID_RSSD columns are for reference only. Verification of these values is not required.															
30																
31	Data Action	Effective Date	Branch Service Type	Branch ID_RSSD*	Popular Name	Street Address	City	State	Zip Code	County	Country	FDIC UNINUM*	Office Number*	Head Office	Head Office ID_RSSD*	Comments
32	OK		Full Service (Head Office)	7987123	XYZ BANK	1234 MAIN STREET	LOS ANGELES	CA	90016	LOS ANGELES	UNITED STATES	12345	0	XYZ BANK	7987123	
33	Delete		Full Service	7128960	ARCADIA BRANCH	765 PLAZA ROAD	ARCADIA	CA	91066	LOS ANGELES	UNITED STATES	43210	3	XYZ BANK	7987123	
34	Close	8/31/20XX	Full Service	6457998	LONG BEACH BRANCH	4589 FIFTH AVENUE	LONG BEACH	CA	80807	LOS ANGELES	UNITED STATES	34567	1	XYZ BANK	7987123	Branch Closed
35	Close	9/15/20XX	Limited Service	6778945	MONTEBELLO BRANCH	45 WEST STREET	MONTEBELLO	CA	90640	LOS ANGELES	UNITED STATES	23456	2	XYZ BANK	7987123	Branch Sold
36	Change	7/1/20XX	Full Service	7771234	PASADENA BRANCH	1500 NORTH AVENUE	PASADENA	CA	91114	LOS ANGELES	UNITED STATES	13456	4	XYZ BANK	7987123	Branch Relocated
37	Add	10/1/20XX	Full Service		WALNUT BRANCH	45 CLAREMONT WAY	WALNUT	CA	91765	LOS ANGELES	UNITED STATES			XYZ BANK		
38																
	BranchesForID7987123															

SAVING THE BRANCH LIST

Save the verified and reconciled Branch List as a Microsoft Excel Workbook (*.xls) using the naming convention provided below.

"ReportID_RSSD_Confidentiality_Status_AsofDate_1 of #" i.e.:
 Branches_123456_Full_Initial_Public_20161231_1 of 1
 Branches_123456_Partial_Initial_Public_20161231_3 of 3

Branches reported on the Branch List with a Data Action of Change, Close, Delete, or Add must also be reported on a FR Y-10 Report (Domestic Branch Schedule).

STEP 4: Send Your FRB Contact a Verified and Reconciled List of Branches

Prior to sending the verified and reconciled Branch List to your FRB contact, please ensure that you have verified and reconciled a Branch List for each reportable Head Office.

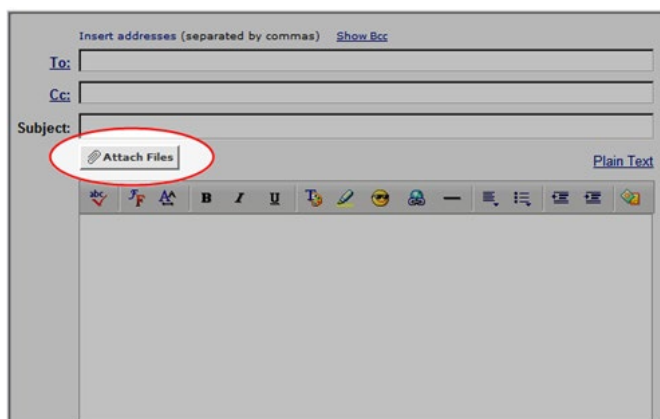
The Branch List must be **received** no later than 90 calendar days following the fiscal year-end of the top-tier holding company, the due date for the FR Y-6 report in its entirety. You may send the verified Branch List(s) electronically or by mail to your designated Federal Reserve contact earlier if you wish.

Refer to the filing instructions provided by the Federal Reserve Bank that is responsible for reviewing your organization's FR Y-6 report for the available filing methods.

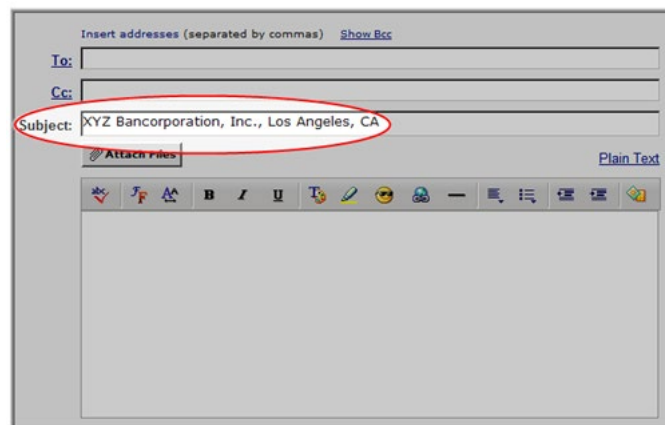
For your convenience, we have provided some basic instructions for sending the Branch List electronically to your Federal Reserve contact.

EMAIL SUBMISSION

If submitting the Branch List(s) via email, attach the Branch List(s) to an email.



In the subject line of the email, put your institution's name, city and state.



Website Instructions
FR Y-6 Depository Institution Branch Data Verification

In the email address section, enter the appropriate email address for your FRB contact. Refer to the Federal Reserve Contact List on the website for a list of FRB email addresses.



Send the email. If there are any questions regarding your report submission, Federal Reserve staff will contact your organization's designated FR Y-6 contact.

REPORTING CENTRAL SUBMISSION

Reporting institutions that wish to submit the Branch List(s) electronically using the Federal Reserve's Reporting Central application should contact their Reporting and Reserves District contact (<https://www.frb services.org/contacts/index.jsp#RR>) for instructions.

MAIL SUBMISSION

If you are unable to submit the Branch List electronically, you may submit a *hard copy* of the Branch List(s). If you submit a hard copy of the Branch List(s), please ensure that you allow sufficient time for delivery, so that delivery is received no later than 90 calendar days following the fiscal year-end of the top-tier holding company. Please do not submit Branch Lists via facsimile because they will not be accepted.

NOTATION ON THE FR Y-6 REPORT

When your organization files the FR Y-6 report (Report Items 1, 2a, 3, and 4), mark "Submitted via email (or separately) on (insert date submitted)" for Report Item 2b.

<p>FR Y-6 Report FYE 12/31/20XX XYZ Bancorporation, Inc. Los Angeles, CA</p> <p>Report Item 2b: Submitted via email on 2/1/20XX.</p>
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If you have any questions or need assistance at any point in completing or filing the Branch Verification Report, please contact your designated Federal Reserve contact.