



FEDERAL RESERVE BANK
OF DALLAS

ROBERT D. McTEER, JR.
PRESIDENT
AND CHIEF EXECUTIVE OFFICER

DALLAS, TEXAS
75265-5906

December 11, 1996

Notice 96-125

TO: The Chief Executive Officer of each member bank and others concerned in the Eleventh Federal Reserve District

SUBJECT

Report on Indebtedness of Executive Officers and Principal Shareholders and Their Related Interests to Correspondent Banks (Form FFIEC 004)

DETAILS

Executive officers and principal shareholders subject to the reporting requirements set forth under Regulation O (Loans to Executive Officers, Directors, and Principal Shareholders of Member Banks) must file annual reports concerning their indebtedness, and the indebtedness of their related interests, to the correspondent banks of the member bank. These reports should be filed with the member bank's board of directors by January 31 of each year. The 1997 report covers the period January 1 through December 31, 1996.

Form FFIEC 004 has been approved by the Federal Financial Institutions Examination Council (FFIEC). It is designed to assist your bank and your bank's executive officers and principal shareholders in complying with the reporting requirements. Please duplicate the form in accordance with your needs. The required information may be provided on other similar forms.

Each member bank should notify its executive officers and principal shareholders of the reporting requirements. The persons notified should include any person who was an executive officer or principal shareholder of the member bank during the period January 1 through December 31, 1996. Each member bank is also required to make available to its executive officers and principal shareholders a list of the member bank's correspondent banks. A "correspondent bank" is defined as a bank that maintains one or more correspondent accounts for a member bank during the calendar year, the total of which exceeds certain amounts specified in Regulation O.

For additional copies, bankers and others are encouraged to use one of the following toll-free numbers in contacting the Federal Reserve Bank of Dallas: Dallas Office (800) 333-4460; El Paso Branch *Intrastate* (800) 592-1631, *Interstate* (800) 351-1012; Houston Branch *Intrastate* (800) 392-4162, *Interstate* (800) 221-0363; San Antonio Branch *Intrastate* (800) 292-5810.

Form FFIEC 004, or any similar form that is filed by executive officers and principal shareholders, must be kept on file at the member bank for three years. These reports are not required to be made available to the public; however, the reports will be reviewed by examiners during the course of an examination of the member bank. The reports filed by executive officers and principal shareholders are not required to be filed with the Reserve Bank or Deputy Comptroller.

ENCLOSURE

A copy of Form FFIEC 004 is enclosed.

MORE INFORMATION

For more information regarding Regulation O, please contact Jane Anne Schmoker at (214) 922-5101. For additional copies of this Bank's notice, please contact the Public Affairs Department at (214) 922-5254.

Sincerely yours,

Robert D. McTeer, Jr.