

How to submit your FR Y-6 report in Reporting Central electronically using a Portable Document Format (PDF):

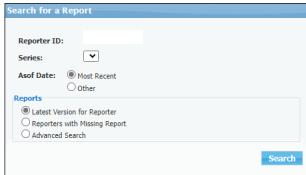
In order to submit reports via Reporting Central, the external user or reporting entity must apply for a digital certificate to get a physical token for access. There are several steps that need to be completed by each reporting entity prior to being issued a token. Please contact your End User Authorized Contact for assistance.

Accessing and logging into Reporting Central

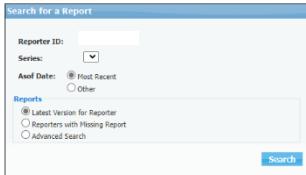
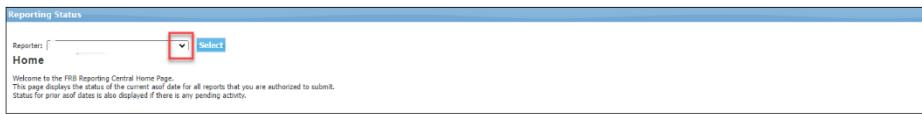
The Reporting Central application can be accessed on the Federal Reserve Bank Services [website](#).

How to submit your FR Y-6 report:

1. The Reporting Central home page appears once the external user logs into Reporting Central.



2. From the 'Reporter' drop-down select your top-tier holding company then click 'Select'.



3. Select 'Series' and 'As of Date' from the drop down within the 'Enter/View a Report' section then click 'Continue'.

Reporting Status

Reporter: [dropdown] Select

Home

Welcome to the FRB Reporting Central Home Page.
This page displays the status of the current as of date for all reports that you are authorized to submit.
Status for prior as of dates is also displayed if there is any pending activity.

Enter/View a Report

Reporter ID: [dropdown]

Series: **Select a series...**

As of Date:

Continue

Upload a File of Report Data

Specify a file to upload
File: No file chosen

Search for a Report

Reporter ID: [dropdown]

Series:

As of Date: Most Recent Other

Reports:

- Latest Version for Reporter
- Reports with Missing Report
- Advanced Search

Search

4. Click 'Attachments'.

Reporter: [dropdown]

Series: [dropdown]

As of Date: [dropdown]

Status: [dropdown]

Submission Date: [dropdown]

Submitter: [dropdown]

Save As Draft Save As Draft with Edits Validate Submit Cancel Clear Form **Attachments** Current Attachments: 0

Annual Report of Holding Companies - FR Y-6

Please upload your attachments for the FR Y-6.

Save As Draft Save As Draft with Edits Validate Submit Cancel Clear Form **Attachments** Current Attachments: 0

Then click 'Add Attachment' (e.g., .pdf).

Reporter: [dropdown]

Series: [dropdown]

As of Date: [dropdown]

Status: [dropdown]

Submission Date: [dropdown]

Submitter: [dropdown]

Save As Draft Save As Draft with Edits Validate Submit Cancel Clear Form **Attachments** Current Attachments: 0

Annual Report of Holding Companies - FR Y-6

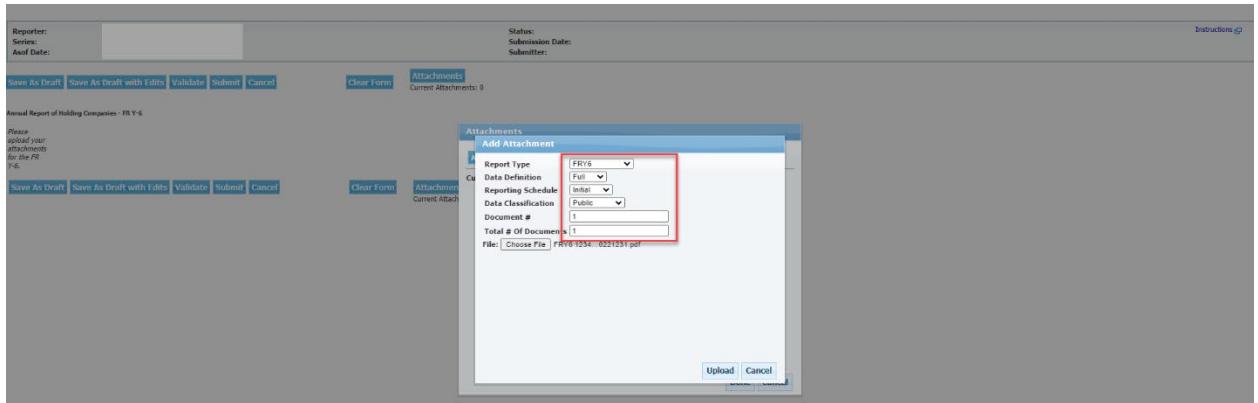
Please upload your attachments for the FR Y-6.

Save As Draft Save As Draft with Edits Validate Submit Cancel Clear Form **Attachments** Current Attachments: 0

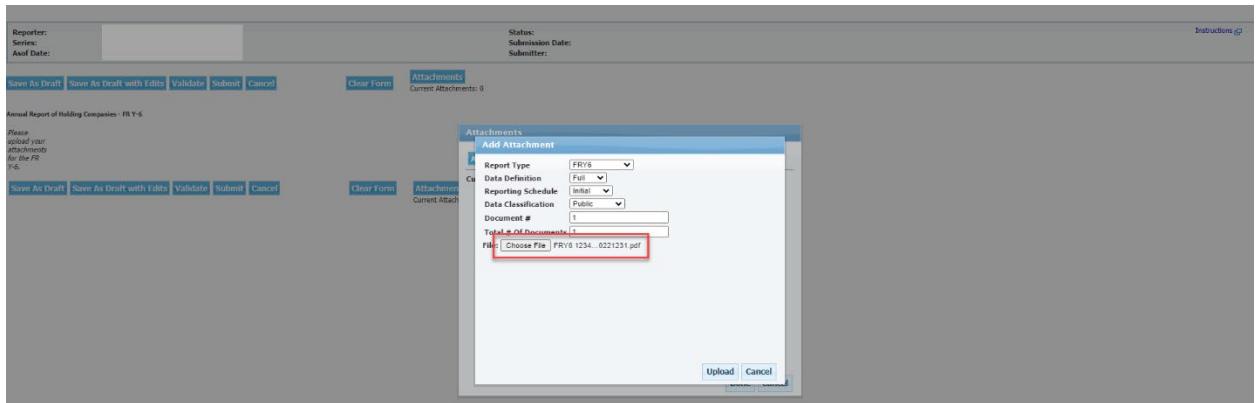
Add Attachment

Done Cancel

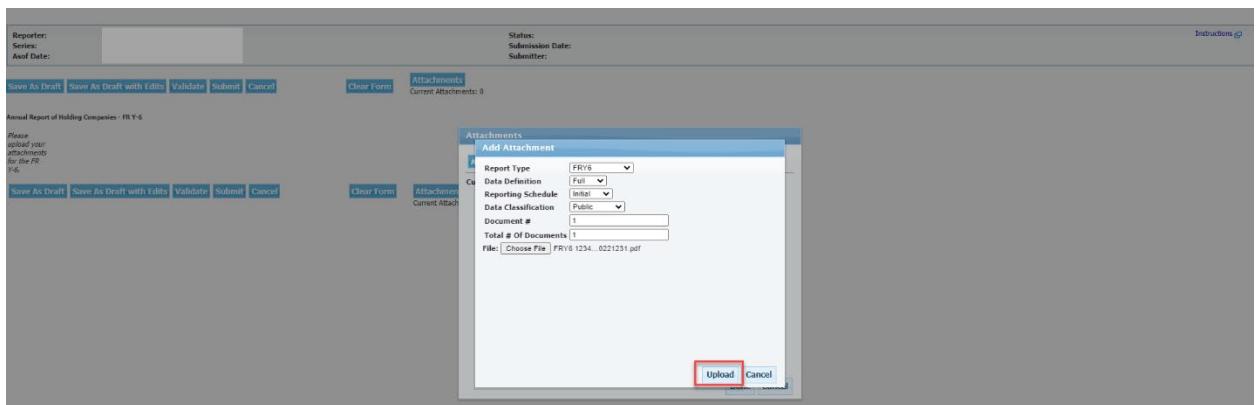
5. Using the drop-down, select from each of the drop-down fields.



6. Select your .pdf by clicking on the 'Choose File' option.



7. When your .pdf is selected, click 'Upload'.



- When your attachment is successfully loaded, you will receive a message 'Attachment was successfully uploaded'. You can now select 'Done'. If you do not receive this message, review the error message.

The screenshot shows the FR Y-6 report submission page. At the top, there are fields for Reporter, Series, and As of Date. To the right, there are status fields for Status, Submission Date, and Submitter, along with a link to Instructions. Below these are buttons for Save As Draft, Save As Draft with Edits, Validate, Submit, and Cancel. A 'Clear Form' button is also present. An 'Attachments' section shows a message: 'Attachment was successfully uploaded.' with a red box around it. It also displays the file name 'FRY6_Initial_Public_20221221_1 of 1.pdf' and buttons for Delete and Replace. The bottom right corner of the attachments area has a red box around the 'Done' button.

- You are now ready to submit your .pdf by clicking on the 'Submit' button. When you 'Submit' you will need to confirm that you are ready, click 'OK' to proceed.

The screenshot shows the same FR Y-6 report submission page. The 'Submit' button is highlighted with a red box. A confirmation dialog box is overlaid on the page, containing a warning message about the consequences of submission and two buttons: 'OK' and 'Cancel', with 'OK' also highlighted with a red box.

- A successful submission of your report will include a message stating that this is a time-stamped copy of the report you just filed.

The screenshot shows the submission confirmation message: 'This is a time-stamped copy of the report you just filed. This is the copy of your report that has been accepted by the Federal Reserve Bank and will be treated as your official submission. Print the report, examine it for accuracy, sign it and retain it in accordance with all applicable record retention requirements. If you submitted this report in error or if you find that your report is not accurate, please submit a revised report as soon as possible. You should refer to the report instructions for report-specific guidance regarding the maintenance of manually signed and attested copies in your files.' Below this message, the status is shown as 'SUBMITTED' with the date '06/12/2023 7:54pm ET' and the submitter information. There are 'Modify' and 'Cancel' buttons at the bottom left, and an 'Attachments' section at the bottom right.

- You have just successfully submitted your FR Y-6 report. Your assigned analyst may reach out to you with questions.

How to submit your FR Y-6 report in Reporting Central electronically using a Portable Document Format (PDF) if revisions are requested.

Accessing and logging into Reporting Central

The Reporting Central application can be accessed on the Federal Reserve Bank Services [website](#).

How to submit your revised FR Y-6 report:

1. The Reporting Central home page appears once the external user logs into Reporting Central.

The screenshot shows the Reporting Central Home Page. On the left, the 'Reporting Status' section displays a reporter ID dropdown menu with a red box around it, a 'Select' button, and a 'Home' link. Below this is a welcome message and status information. To the right are three panels: 'Enter/View a Report' (with a reporter ID dropdown, series dropdown, and 'As of Date' radio buttons), 'Upload a File of Report Data' (with a file upload field and 'Load' button), and 'Search for a Report' (with reporter ID, series, and 'As of Date' filters, and search options like 'Latest Version for Reporter' and 'Advanced Search').

2. From the 'Reporter' drop-down select your top-tier holding company then click 'Select'.

This screenshot is identical to the one above, but the 'Select' button in the 'Reporting Status' section has been clicked, causing a red box to appear around the dropdown menu. The rest of the interface remains the same, showing the three side panels.

- Select 'Series' and 'As of Date' from the drop down for each within the 'Enter/View a Report' section then click 'Continue'.

The screenshot shows two main sections of the FRB Reporting Central Home Page:

- Reporting Status:** This section includes fields for Reporter ID, Series, and As of Date, along with a "Select" button. It also displays a welcome message: "Welcome to the FRB Reporting Central Home Page. This page displays the status of the current and of date for all reports that you are authorized to submit. Status for prior asof dates is also displayed if there is any pending activity."
- Enter/View a Report:** This section has fields for Reporter ID, Series, and As of Date. Below it is an "Upload a File of Report Data" section with a file upload field and a "Load" button. At the bottom is a "Search for a Report" section with fields for Reporter ID, Series, and As of Date, and a "Search" button.

- Click 'Modify'.

This screenshot shows the "Annual Report of Holding Companies - FR Y-6" modification screen. It features fields for Reporter, Series, As of Date, Status, Submission Date, and Submitter. Below these are buttons for "Modify" (which is highlighted with a red box), "Cancel", and "Attachments". A note at the top says: "Please upload your attachments for the FR Y-6." At the bottom, there are "Modify" and "Cancel" buttons, an "Attachments" link, and a note: "Current Attachments: 1".

5. Click 'Attachments'.

The screenshot shows the 'Attachments' section of the FR Y-6 form. A red box highlights the 'Attachments' button. Below it, a sub-section titled 'Current Attachments' shows one file: 'FRY6_Full_Initial_Public_20221231_1 of 1.pdf'. There are 'Delete' and 'Replace' buttons next to the file name, with 'Replace' also highlighted by a red box.

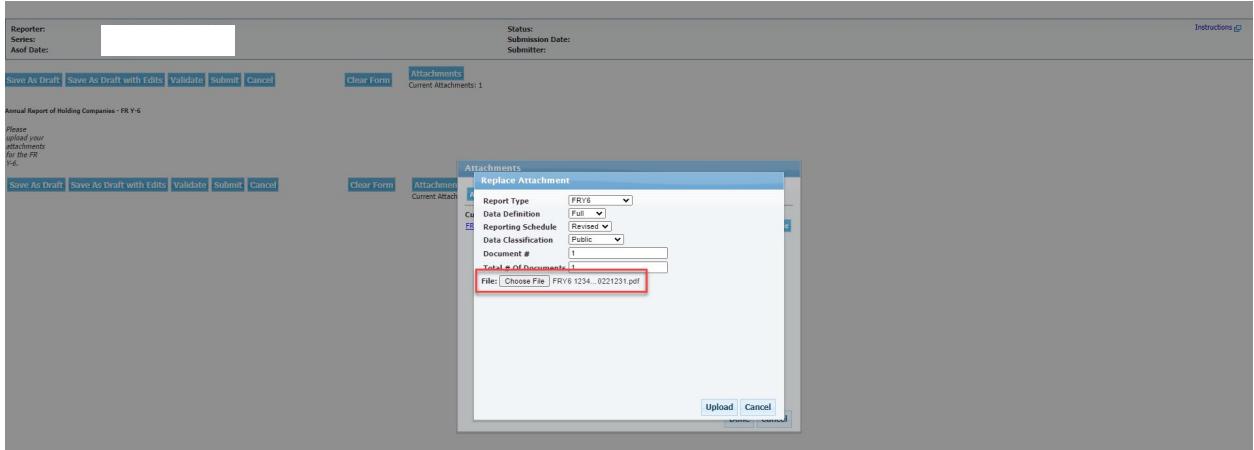
Then click 'Replace' (e.g., .pdf).

The screenshot shows the 'Replace Attachment' dialog box. It contains fields for 'Report Type' (set to 'FRY6'), 'Data Definition' (set to 'Full'), 'Reporting Schedule' (set to 'Revised'), 'Data Classification' (set to 'Public'), 'Document #' (set to '1'), and 'Total # of Documents' (set to '1'). The 'File' field is empty, with the placeholder 'Choose File'. The 'Upload' button is at the bottom right of the dialog.

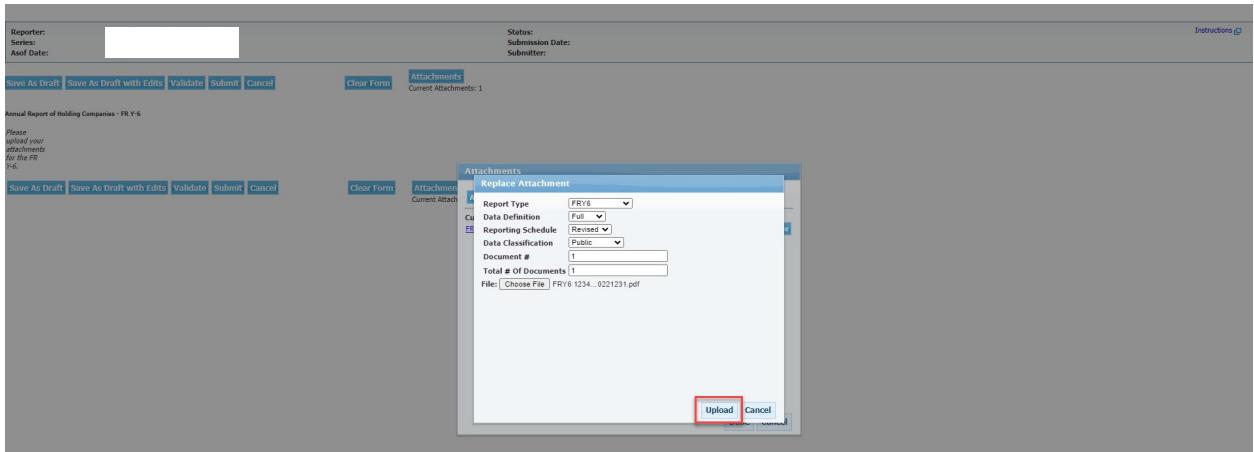
6. Using the drop-down, select from each of the drop-down fields.

The screenshot shows the 'Replace Attachment' dialog box with several dropdowns highlighted by red boxes: 'Report Type' (set to 'FRY6'), 'Data Definition' (set to 'Full'), 'Reporting Schedule' (set to 'Revised'), 'Data Classification' (set to 'Public'), and 'Document #' (set to '1'). The 'Total # of Documents' field is also highlighted. The 'File' field is empty, with the placeholder 'Choose File'. The 'Upload' button is at the bottom right of the dialog.

7. Select your .pdf by clicking on the 'Choose File' option.



8. When your .pdf is selected, click 'Upload'.



9. When your attachment is successfully loaded, you will receive a message 'Attachment was successfully uploaded'. You can now select 'Done'. If you do not receive this message, review the error message.

The screenshot shows the FR Y-6 form interface. At the top, there are fields for Reporter, Series, and As of Date. Below these are buttons for Save As Draft, Save As Draft with Edits, Validate, Submit, Cancel, Clear Form, and Attachments. The Attachments button is highlighted. A status bar at the top right shows 'Status: Submission Date: Submitter:'. A message box titled 'Attachments' displays the message 'Attachment was successfully uploaded.' Below this, it shows 'Current Attachments: 1' and a link to 'FR6_Full_Revised_Public_20221231_1_of_1.pdf'. There are 'Delete' and 'Replace' buttons next to the file link. At the bottom right of the message box are 'Done' and 'Cancel' buttons.

This screenshot is identical to the one above, showing the successful attachment upload message. However, the 'Done' button at the bottom right of the message box is now highlighted with a red box.

10. You are now ready to submit your .pdf by clicking on the 'Submit' button. When you 'Submit' you will need to confirm that you are ready, click 'OK' to proceed.

The screenshot shows the form with the 'Submit' button highlighted with a red box. Below the form, a confirmation dialog box titled 'Confirm' appears. It contains a warning message: '⚠ You have pressed the "submit" button. Any reports, including all data, that you choose to submit to the Federal Reserve Bank will be relied upon by the Reserve Board and the Office of the Secretary of the Department. By submitting this report, you are certifying that you have examined it and that it is true and complete to the best of your knowledge. Do you wish to submit this report?'. At the bottom of the dialog box are 'OK' and 'Cancel' buttons, with 'OK' also highlighted with a red box.

11. A successful submission of your report will include a message stating that this is a time-stamped copy of the report you just filed.

This is a time-stamped copy of the report you just filed. This is the copy of your report that has been accepted by the Federal Reserve Bank and will be treated as your official submission. Print the report, examine it for accuracy, sign it and retain it in accordance with all applicable record retention requirements. If you submitted this report in error or you find that your report is not accurate, please submit a revised report as soon as possible. You should refer to the report instructions for report-specific guidance regarding the maintenance of manually signed and attested copies in your files.

Report ID:	Status:	SUBMITTED
Series:	Submission Date:	06/27/2023 11:42am ET
As of Date:	Submitter:	

[Modify](#) [Cancel](#) [Attachments](#) Current Attachments: 1 [Instructions](#)

Annual Report of Holding Companies - FR Y-6

Please upload your attachments for the FR Y-6.

[Modify](#) [Cancel](#) [Attachments](#) Current Attachments: 1

12. You have just successfully submitted your revised FR Y-6 report. Your assigned analyst may reach out to you with questions.