



November 16, 2011

Reminder
Capital Stock Reports Available via FedMail® Services

The Federal Reserve Banks are pleased to announce that the Capital Stock monthly statement of holdings and semi-annual dividend advices will be available via [FedMail Services](#). FedMail is our cost-effective electronic messaging system used to transmit information from the Federal Reserve Banks to organizations. Use of FedMail to receive these reports is encouraged to help increase the efficiency in the distribution of reports.

Receipt of Capital Stock statements and advices via FedMail Services is an enhancement for financial institutions already using FedMail Services to receive information and alerts regarding other Federal Reserve Service areas. To receive Capital Stock statements and advices via FedMail Services-- whether your organization is already using FedMail Services or you are new to the service, ---- your financial institution will need to complete a new Federal Reserve Bank FedMail Request Form. **If you haven't done so already, please:**

- Access the [FedMail Request Form](#)
- Complete Section 2 – Service Profile **Accounting: Capital Stock (STOC, DIVD)**
- Submit the form, which must be signed by an individual listed on your organization's Official Authorization List (OAL)

Note: Do not include other reports or advices your staff currently receives via the FedMail Service, unless changes are necessary.

By signing up to receive your Capital Stock statements and advices via the FedMail Service, you will automatically receive the Capital Stock statement of holdings monthly and the dividend advices semi-annually. These statements and advices will be emailed to your organization, rather than having to wait for paper reports through the mail. There is no fee for this service for existing or new FedMail customers receiving the statements and advices via email. By completing the FedMail Request Form now, you can begin receiving the monthly statement of holdings via the FedMail Service as early as October 31, 2011, and the semi-annual dividend advice beginning with the December 31, 2011 distribution.

Organizations are not required to receive reports. However, **the paper distribution of Capital Stock reports will be eliminated in June 2012.** The FedMail Service will be the only method available to receive this information. By getting set up on the FedMail Service now, your organization will be prepared when paper statements and advices are no longer an option.

If you need assistance or have questions at any point in the process, please contact the Customer Contact Center at (888) 333-7010, option 1.

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