



State of Wisconsin
Department of Financial Institutions

Scott McCallum, Governor

John F. Kundert, Secretary

September 23, 2002

LETTER 3-02
SEPTEMBER 2002 CALL REPORT

TO ALL CREDIT UNIONS:

Recently, information for the September 2002 call report was mailed to all credit unions. Wisconsin credit unions, regardless of asset size, are now required to file a call report quarterly.

Previously the 5300 call report program came on diskette. The latest Version 2.c for the September 2002 cycle is on a CD, instead of diskette. The installation process is basically the same, but you will need to install the program from a CD-Rom drive and have Windows 95 or higher. If you do not have a CD-Rom on your computer, you can download the 5300 program from the NCUA website at www.ncua.gov. If using the computer program, you will be offered two different forms to use (9/30/2002 5300SR and 9/30/2002 5300). The State of Wisconsin will only be using the form titled 9/30/2002 5300. Wisconsin credit unions **DO NOT** have the option of using the short form.

You need to have Internet Explorer version 5.5 or higher on your computer in order to run the 5300 call report software. An Internet Explorer 5.5 update is included on the CD for your convenience. You must update your computer before installing the 5300 program. Please follow the instructions included in your call report packet from NCUA.

If you do not have a CD-Rom or internet access, please use the hard copy of the September 5300 call report for submission.

If you create your 5300 call report electronically, you can use e-mail to submit your call report and financial statements. The e-mail address is WI00@ncua.gov. Please note that the e-mail address is WI (abbreviation for Wisconsin). If you submit your call report and financials via e-mail or fax at (608) 267-0479, it is not necessary to mail any hard copies to our office also. **Please note that we need financials from all credit unions regardless of the submission method you use.**

As a reminder, the call report is due in our office on **OCTOBER 22, 2002**. If you have any questions or have not received the September 5300 call report, please contact this office.

Sincerely,

Ginger Larson
Director
OFFICE OF CREDIT UNIONS



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