



NEW YORK STATE  
DEPARTMENT *of*  
FINANCIAL SERVICES

Andrew M. Cuomo  
Governor

Maria T. Vullo  
Superintendent

January 8, 2019

Dear Licensed Cashier of Checks:

Pursuant to Part 400.3 of the Superintendent's Regulations ("SR"), you are required to submit to the New York State Department of Financial Services ("DFS"), the *2018 Licensed Cashier of Checks Annual Report* ("*2018 Annual Report*"). The *2018 Annual Report* form can be downloaded at [www.dfs.ny.gov/banking/checkcashier.htm](http://www.dfs.ny.gov/banking/checkcashier.htm). You may also contact Tracey Smith at (212) 709-5511 or [Tracey.Smith@dfs.ny.gov](mailto:Tracey.Smith@dfs.ny.gov), to obtain the form by email or mail. **You are reminded not use the form from the prior year.**

**The 2018 Annual Report must be submitted no later than March 15, 2019.** You may mail the report, completed in its entirety, affirmed as true under penalties of perjury, and notarized to:

NYS Department of Financial Services  
Licensed Financial Services  
One State Street  
New York, NY 10004-1511

Alternatively, you may submit the report electronically; either via email or the secure file transfer option.

**In addition, pursuant to SR §400.3, you must submit independently audited financial statements no later than March 15, 2019.** Please plan accordingly with your accountant to ensure compliance with this requirement.

You are advised that submission of erroneous information calls into question the licensee's internal controls over financial and regulatory reporting. In addition, you are reminded that failure to file accurate reports timely is a violation of SR 400.3. Section 44-a of the New York Banking Law ("NYBL") allows the Superintendent, after notice and hearing, to assess a daily penalty for failure to file reports timely and for inaccurately filed reports. Such daily penalty can be substantial if the Superintendent determines that the failure, errors or omissions were not unintentional. Further, your check casher license may be subject to suspension and/or revocation pursuant to Section 373.2 of the NYBL.

This is an official communication, which contains confidential information and should be treated accordingly. As such, this letter is subject to the requirements of NYBL (36.10) regarding the disclosure of confidential supervisory information. This letter and all other DFS correspondence should be maintained in a separate file at your office for our review.

Sincerely,

Bernice Gilbert  
Principal Bank Examiner II  
Licensed Financial Services  
Banking Division