



Charles G. Cooper  
Commissioner

## **TEXAS DEPARTMENT OF BANKING**

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### **MEMORANDUM**

DATE: February 23, 2024

TO: Currency Exchange License Holders

FROM: Jay Kim, Review Examiner of Non-Depository Supervision

SUBJECT: Quarterly Report Forms for Calendar Quarters ending March 31, 2024, June 30, 2024, September 30, 2024 and December 31, 2024

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Enclosed are the quarterly report forms for you to complete as required by Section 151.603(c) of the Texas Finance Code (Finance Code). You must prepare the report within 45 days after the end of each calendar quarter and maintain the quarterly transaction report, quarterly financial statement, and associated documentation for each quarter in your files. You are not required to send the report to our office each quarter, unless specifically directed to do so by the Texas Department of Banking (Department).

Please prepare the quarterly reports as follows:

March 31, 2024 Report	Prepare by no later than <b>May 15, 2024</b>
June 30, 2024 Report	Prepare by no later than <b>August 15, 2024</b>
September 30, 2024 Report	Prepare by no later than <b>November 15, 2024</b>
December 31, 2024 Report	Prepare by no later than <b>February 17, 2025</b>

The quarterly reports will be reviewed by the Department at each examination of the license holder to determine compliance with Section 152.202 of the Finance Code.

If you have any questions pertaining to the contents of this memorandum, please contact Mary Ann Gonzales at (512) 475-1291 or Jay Kim at (512) 475-1377.

Attachments