

FOCUS Report Preparation and Filing

Depending on the net capital requirement of your Broker-Dealer, NASD rules require you to file Financial and Operational Combined Uniform Single (FOCUS) Reports electronically either quarterly or monthly. Most firms file quarterly.

The FOCUS report organizes the firm's financial statement information into a specific format. This specifically formatted information must be transmitted electronically to NASD Regulation, Inc. (NASDR) by a deadline defined by SEC Rule 17a-5.

NCCI can prepare your firm's FOCUS report from your financials and file the report electronically with the necessary agencies. Or, NCCI can file your FOCUS report electronically using the hardcopy FOCUS report that you fax or send to us.

Either way, NCCI provides you a copy (either paper or e-mail) of the actual FOCUS report transmitted, the date it was transmitted, and the alpha-numeric identifier for that specific transmission. You will need to maintain such information as part of your firm's compliance with SEC books and records requirements.