

Web Currency and Banking Retrieval System (WebCBRS) Information Request

Item 1 - From

Requestor name		Date of request	
Requester group number	Phone number	Approved by Group Manager <input type="checkbox"/> Yes	
WebCBRS operator group number			
WebCBRS operator address			

Item 2 - Subject

Name (individual (last, first, middle) or business)			
Alias		Last known address (number, street, apt., P.O. Box)	
IDN	City or town	State	Zip Code

Item 3 - Requested Documents

<input type="checkbox"/> All	<input type="checkbox"/> CTR	<input type="checkbox"/> CMIR	<input type="checkbox"/> 8300	<input type="checkbox"/> FBAR
<input type="checkbox"/> Excise	<input type="checkbox"/> Exempt	<input type="checkbox"/> RMSB	<input type="checkbox"/> FCF	

Item 4 - Search By

<input type="checkbox"/> All	or Name: (<input type="checkbox"/> Exact	<input type="checkbox"/> Generic)	<input type="checkbox"/> IDN	<input type="checkbox"/> DCN
<input type="checkbox"/> Zip Code	<input type="checkbox"/> DO	_____	<input type="checkbox"/> Occupation database		

Item 5 - Limits

Year(s):	<input type="checkbox"/> All or _____, _____, _____, _____	Month(s):	<input type="checkbox"/> All or _____ to _____
<input type="checkbox"/> Owner	<input type="checkbox"/> Transactor	<input type="checkbox"/> Filer	<input type="checkbox"/> Tariff Co.

Item 6 - Indication of Number Filed

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Item 7 - Information

<input type="checkbox"/> Full Format	<input type="checkbox"/> Extract	<input type="checkbox"/> Both
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Item 8 - Remarks

Item 9 - Results

<input type="checkbox"/> No Record	<input type="checkbox"/> See attached report
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WebCBRS operator	Completion date
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Instructions for Form 10509, Web Currency and Banking Retrieval System (WebCBRS) Information Request

The requestor will complete all applicable items and E-mail the form to his/her group manager for approval. The group manager will review the completed form and if approved forward it (via E-mail or interoffice mail, if E-mail is not available) to the appropriate WebCBRS Operator.

Requestor

Item 1 - From

- Enter your name, group number, phone number and date of request.
- Enter the group number and address of the WebCBRS operator.

Item 2 - Subject

- Enter the complete name of the individual or business, (including any other names used by this subject) last known address (address via ENMOD, transcript, etc.) and the IDN (if known) Give trade name as well as corporate name for businesses. IRS database information may not be used in Title 31 exams. WebCBRS is a separate database and can/must be used for Title 31 exams.

Item 3 - Requested Documents

- Place an "Y" in the box(s) next to the requested documents:
 - All documents.
 - CTR-Checking this box includes all types of CTRs. The requestor can limit the types of CTRs further under remarks if needed. "CTR" includes the CTR-Currency Transaction Report (Form 4789). This file contains all Currency Transaction Reports back for three full years and the current year. "HCTW" contains CTRs filed more than three years ago. "Casino" includes the Currency Transaction Report filed by Casinos, CTRC Form 8362 and Nevada Casino Form 8852.
 - CMIR-Currency and Monetary Instrument Report, Customs Form 4790.
 - 8300-Report of Cash Payments Over \$10,000 Received in a Trade or Business.
 - FBAR-Report of Foreign Bank and Financial Accounts, Form TD F 90-22. 1.
 - EXC contains Customs Form 7501 Report of imported commodities subject to excise tax.
 - EXEMPT-Designation of Exempt Person, Form TD F 90-22.53.
 - RMSB- This file contains Registration of Money Services Business, TDF 90-22.55.
 - FCF-This file contains form 8596, which allows tracking of contracts issued by Federal agencies.

Item 4 - Search By

- Place an "Y" in the box(s) next to the search criteria requested.
 - All-any means possible
 - Name-"Exact" and/or "generic"
 - IDN-identification number (SSN or EIN)
 - DCN-document control number of report
 - Zip Code-enter the zip code identified under the "Last Known Address"
 - District Office is used for registration reports currently even though the districts are otherwise no longer recognized.
 - Occupation Data Base - Allows a search by occupation such as check cashier..

Item 5 - Limits

- Limits -place an "X" in the appropriate box(s).
- Years-indicate "all" or the specific years, entry not required.
- Months-indicate "all" or the specific months (01 thru 12), entry not required.
- Indicate "Owner" "Transactor" "Filer" and/or "Tariff Company." No entry will provide all.

Item 6 - Indication of Number Filed

- Indication of Number Filed-"Yes" will provide a total count of reports filed.

Item 7 - Information

- Full Format-detail for each requested transaction
- Extract-summary of transactions (provides the filing date, amount and DCN).

Instructions for Form 10509, Web Currency and Banking Retrieval System (WebCBRS) Information Request

Group Manager

- Review form for accuracy and completeness.
 - Item 1. Enter an "X" in the "yes" box if you concur with the request.
 - Send the form to the WebCBRS operator (via E-mail, if possible).
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WebCBRS Operator

- Complete the request.
- Item 9. Place an "X" in the appropriate box, sign and date the form.
- Return the form and attached reports to the requestor.

SAMPLE