

Web-Browser Configuration Requirements

The following web-browsers are supported by the BSA E-Filing System with minor configuration changes necessary to file BSA forms in PDF format. PLEASE NOTE: Microsoft Edge and Apple Safari are not supported at this time.

BSA Form Access

Internet Explorer

Internet Explorer web-browsers (version 10 or higher) support the Adobe Acrobat/Reader plugin necessary to open the BSA Form within the browser window; therefore, filers have the option to Enable or Disable this plugin: Open the Internet Explorer web browser and go to [Settings](#) → [Manage add-ons](#) → [Add-on Types: Toolbars and Extensions](#) / [Show: All add-ons](#). Locate [Adobe Systems, Incorporated](#) “Adobe PDF Reader” add-on and adjust the [Status](#) to “Enabled” or “Disabled” (note: options to enable or disable will be displayed at the bottom of the window when “Adobe PDF Reader” is selected).

When the above option is enabled, the Internet Explorer web browser will open the selected BSA form within the web browser window. When the above option is disabled, the Internet Explorer web browser will open the selected BSA form with the supported Adobe Acrobat/Reader software.

Google Chrome

Google Chrome web-browsers (version 41.0 or higher) must be configured to download PDF files instead of attempting to open PDF files within the browser: Open the Google Chrome web browser and go to <chrome://settings/content/pdfDocuments> to enable this option.

Once the above option is enabled, the Google Chrome web browser will download the selected BSA form and save to the location specified in your browser settings: Open the Google Chrome web browser and go to <chrome://settings/> → [Advanced](#) → [Downloads](#) to view/modify your download location *AND/OR* enable the setting “[Ask where to save each file before downloading](#)” to be prompted where to save the selected BSA form.

Mozilla Firefox

Mozilla Firefox web-browsers (versions 35.0 or higher) must be configured to download PDF files instead of attempting to open PDF files within the browser: Open the Mozilla Firefox web browser and go to <about:preferences> → [Files and Applications](#) → [Applications](#) → [Content Type: Portable Document Format \(PDF\)](#) → [Action: Use Adobe Acrobat Reader DC](#) to enable this option.

Once the above option is enabled, the Mozilla Firefox web browser will download the selected BSA form and save to the location specified in your browser settings: Go to <about:preferences> → [Files and Applications](#) → [Downloads](#) to view/modify your download location *OR* enable the setting “[Always ask you where to save files](#)” to be prompted where to save the selected BSA form.

**Please see next page for detailed instructions regarding
BSA form submission in PDF format**

BSA Form Submission

Submission via SUBMIT Button on the BSA Form (Internet Explorer Only)

Internet Explorer is the only web-browser that supports submissions of BSA forms via the “Submit” button directly on the form. If you are using Internet Explorer with the “Adobe PDF Reader” add-on set to *Enabled*, follow the steps below to submit a BSA Form (otherwise, jump to the section *Submission via Web-Browser as an Attachment*):

1. Go to <https://bsaefiling.fincen.treas.gov/main.html> and login with your user ID and password.
2. Select the form you wish to submit from the **File FinCEN Reports** left-navigation menu (e.g. “*Report 112 – CTR*”)
3. Select **Open New Form** or use the browse option to open a previously downloaded form (i.e. **Open Existing Form**).

NOTE: When open, the BSA form should be displayed *within* the web-browser window (as opposed to opening in Adobe Reader *outside* of the web-browser window).

4. Once the form is complete, ensure that it is signed with your PIN (see **Manage PIN** from the left-navigation menu after logging into the site to obtain your PIN) and saved locally in order to enable and select the Submit button on the form.

NOTE: A confirmation page and confirmation email is generated immediately after submission.

5. Return to the site and select **Track Status** from the left-navigation menu to verify that the filing has been accepted.

Submission via Web-Browser as an ATTACHMENT

Filers using web-browsers configured to download PDF forms for offline preparation must follow the steps below to submit a BSA form. Complete the recently downloaded BSA form in its entirety, sign with your PIN, and save a local copy prior to executing the steps to submit below:

1. Go to <https://bsaefiling.fincen.treas.gov/main.html> and login with your user ID and password.
2. Select **Submit FinCEN Report** from the left-navigation menu under **File FinCEN Reports**.
3. On the **FinCEN Report Submission Form** webpage, use the **Browse...** button locate and attach your signed BSA Form
4. Re-enter your **PIN** and select **Submit** on the form webpage.

NOTE: A confirmation page and confirmation email is generated immediately after submission.

5. Return to the site and select **Track Status** from the left-navigation menu to verify that the filing has been accepted.

Additional assistance

Questions or issues encountered during the FBAR filing process may be directed to the BSA E-Filing Help Desk at 1-866-346-9478 or via email at BSAEFilingHelp@fincen.gov. The Help Desk is available Monday through Friday from 8 a.m. to 6 p.m. EST. Please note that the Help Desk is closed on Federal holidays.