

WITHDRAWALS OF ENGRAVED STATIONERY
FROM STOCK ROOM DURING 1946.

<u>Office</u>	<u>Franked Envelopes</u>	<u>Letterheads</u>
Mr. Eccles	--	1,500*
Mr. Ransom	500	1,000
Mr. Draper	--	500
Mr. Evans	200	500
Mr. Szymczak	2,400	3,000
Mr. Vardaman (Beginning 4/46)	900	3,200

* Includes Mr. Thurston's requisitions.

NOTE:

Franks are used for letter mail and packages weighing four pounds or less. A permit is used on packages weighing over four pounds and charge is computed at fourth class rate. In the case of foreign mail, except where postal conventions permit the use of franks, postage is affixed. (In the case of the Federal Reserve Bulletin, postage is affixed by the printer and we are billed for it.) Foreign mail of large bulk which is sent out on a complimentary basis to foreign governments and institutions is forwarded through the International Exchange service of the Smithsonian Institution.
