November 26th, 1915

Gentlemen:

On the fifth instant we forwarded blanks for reporting the condition of your deposits and reserves at the close of business November 16th with the request that this information be mailed to us not later than the night of the seventeenth. To date we do not appear to have received this report from you, and enclose another blank for the purpose, which we ask that you kindly execute and return at your earliest convenience, giving the figures as shown by your books on the day prior to the date of receipt of this letter. We desire that this be done even though your books indicate that your balance meets the present reserve requirements.

In the event the reserve required to be carried with this bank on that date is deficient, a remittance sufficient to cover should be made in acceptable funds, and such action reported on the enclosed blank.

Your prompt compliance will facilitate the verification of the reserve deposits of this bank.

Respectfully,

R. L. Van Zandt,
Governor.