



FEDERAL RESERVE BANK
OF DALLAS

Circular No. 43
Series of 1921

June 30, 1921.

BINDERS FOR CIRCULARS

TO THE MEMBER BANK ADDRESSED:

As the result of a recent inquiry, it has been decided to furnish member banks so desiring, a ring binder in which to file circulars issued by this bank, and in the future all circulars will be punched to fit the binder.

At the time this inquiry was conducted, it was contemplated that if a sufficient number of banks were interested, a revision of all circulars issued previously by this bank would be made, and the obsolete matter eliminated. It was intended that this revision would be completed and sent out with the binders, but owing to urgency of other matters, the revision has not yet been completed. We are, however, in receipt of the binders, and as we have had so many requests for binders from member banks, we have decided to send them out in advance of the revised edition of circulars.

The issuance of circulars, we have found not only the least expensive, but the most practicable method of imparting useful information to member banks. The routine methods of the Federal Reserve Bank apply to all member banks alike, and a change made in any one detail of that routine which effects a saving of time or labor results in equal benefit to all. It is very essential, therefore, that a practice should be made of carefully reading all circulars as they are received. By filing these communications in date and numerical order in the binders, a standard and authoritative source of information will be provided for ready reference.

Respectfully,

A handwritten signature in cursive script, reading "R. L. Van Zandt".

Governor.

**CARE SHOULD BE TAKEN WHEN CIRCULARS ARE FILED THAT
NO NUMBERS ARE MISSING. IF ANY NUMBER IS NOT RECEIVED,
IT WILL BE FURNISHED UPON REQUEST.**