

**FEDERAL RESERVE BANK  
OF DALLAS**

Dallas, Texas, March 1, 1948

**To Member and Par Nonmember Banks  
in the Eleventh Federal Reserve District:**

As you will recall, the CHECK ROUTING SYMBOL PROGRAM was inaugurated in June, 1945, by the American Bankers Association and the Federal Reserve banks for the purpose of making it much simpler for the commercial banks throughout the country to sort checks that are collectible at par through the Federal Reserve System.

In a nation-wide survey conducted as of December 1, 1947, it was found that 96 per cent of the 12,000 par banks in the United States have some checks in circulation with the routing symbol in the approved location. In a recent survey conducted by this bank, it was found that all but 8 of the 897 par banks in this district have some checks in circulation bearing the routing symbol, and that approximately 56 per cent of the checks and drafts received drawn on the par banks of the Eleventh Federal Reserve District bear the correct routing symbol in the approved location. These results are very gratifying and show that the check routing symbol plan has been accepted by banks generally.

In order, however, to reach the goal of making it possible for banks to use the check routing symbols in sorting checks collectible at par through the Federal Reserve System, it is essential that a large majority of checks in circulation bear the symbol. Substantial further progress can be made in this direction if banks will encourage their customers when ordering checks and drafts direct from printers to have the routing symbol printed in the upper right-hand corner of the checks and drafts. For your assistance in furthering the program, there is attached a revised copy of our folder of specimen checks and drafts, illustrating the check routing symbol and the A.B.A. transit number as they should appear in fractional form on checks and drafts that are collectible at par through the Federal Reserve System.

The fine results which have been achieved so far have been made possible by the cooperation of the banks and the printers generally, and your continued efforts to have your combination transit number-routing symbol printed in the correct location on the checks of your bank as new stocks are ordered, whether the checks are printed by you or by your customers, will be greatly appreciated.

Yours very truly,

**R. R. GILBERT**

President

# **FOLDER OF SPECIMEN CHECKS AND DRAFTS**

Showing routing symbol and transit numbers combined  
in fractional form. Sizes of specimens are standard  
sizes recommended by Bank Management Commission  
of American Bankers Association.

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**FEDERAL RESERVE BANK OF DALLAS**  
DALLAS 13, TEXAS

The combined transit number and routing symbol should be shown in the upper right corner of each check in clearly readable type. If possible, the serial number should be of a size and character of type readily distinguishable from the transit and routing symbol numbers and the figure amount of the check, preferably in a different color (wherever two or more colors are being run).

<b>A. B. JONES HARDWARE CO.</b> SOMEWHERE, TEXAS	No. 1001	
	<b>The First State Bank</b>	<u>88-4522</u> 1113
	Somewhere, Texas, _____ 19 _____	
	PAY TO THE ORDER OF _____ \$ _____	
PAYABLE AT PAR THROUGH FEDERAL RESERVE SYSTEM		
DOLLARS		
<b>SPECIMEN</b>		
KNOW YOUR ENDORSER—REQUIRE IDENTIFICATION		

Size 8¼" x 3⅛"

The routing symbol should always be in the upper right corner and should always be the number of the paying bank.

<b>BLANKVILLE NATIONAL BANK</b> DALLAS, TEXAS	No. 1001	
	<b>JOHN DOE AND SONS COMPANY, Inc.</b> — ADDRESS —	<u>32-523</u> 1110
	DALLAS, TEXAS, _____ 194 _____	
	PAY TO THE ORDER OF _____ \$ _____	
PAYABLE AT PAR THROUGH FEDERAL RESERVE SYSTEM		
DOLLARS		
<b>SPECIMEN</b>		
KNOW YOUR ENDORSER—REQUIRE IDENTIFICATION		

Size 8⅝" x 3⅜"  
May also be 8¼" x 3⅛"

Even though the name of the PAYING bank is in the lower left corner of the check the ROUTING symbol should be in the upper right corner.

Note: The ROUTING SYMBOL numbers should appear only on checks drawn on banks that are on the Federal Reserve Par List.

		No.	1001
<b>MERCHANTS AND PLANTERS BANK</b>			
88-5427		32-524 1110	
Anywhere, Texas,		19	
PAY TO THE ORDER OF _____		\$ _____	
		DOLLARS	
<small>PAYABLE AT PAR THROUGH FEDERAL RESERVE SYSTEM</small>			
To THE BLANK NATIONAL BANK } DALLAS, TEXAS }		SPECIMEN	
		<small>CASHIER</small>	
<small>KNOW YOUR ENDORSER—REQUIRE IDENTIFICATION</small>			

Size 8% x 3%"

Where one bank draws on another bank, the routing symbol in the upper right corner should be the number of the PAYING bank.

<b>CUSTOMER'S DRAFT</b>	<b>BLANK NATIONAL BANK AT DALLAS</b>		
	Dallas, Texas, _____ 194 _____		
	PAY TO THE ORDER OF _____		\$ _____
			DOLLARS
	Value received and charge the same to account of _____		<small>WITH EXCHANGE AND COLLECTION CHARGES</small>
	To _____ } _____ }		SPECIMEN
	<small>KNOW YOUR ENDORSER—REQUIRE IDENTIFICATION</small>		

Size 8% x 3%"

Blank drafts for the use of customers should NOT bear any routing symbol and it would be preferable to omit the transit number.

	NO. _____
STANDARDVILLE, TEXAS, _____ 19____	88-4523 1113
<b>STANDARD TRUST COMPANY</b>	
PAY TO THE ORDER OF _____ \$ _____	
_____ DOLLARS	
PAYABLE AT PAR THROUGH FEDERAL RESERVE SYSTEM	
<b>SPECIMEN</b>	
KNOW YOUR ENDORSER—REQUIRE IDENTIFICATION	

Size 6¼" x 2¾"

On the small pocket check the transit number and routing symbol should also be in the upper right corner.

	_____ 19____
NAME OF BANK _____	
LOCATION OF BANK _____	
PAY TO THE ORDER OF <i>Brown Dry Goods Company</i> \$ _____	
_____ DOLLARS	
ADDRESS _____	
<b>SPECIMEN</b>	
PHONE No. _____	

Size 6¼" x 2¾"  
May also be 8¼" x 3¼"

No symbol number should be printed on courtesy checks supplied by business houses to customers paying for purchases by check.