

FEDERAL RESERVE BANK OF DALLAS

FISCAL AGENT OF THE UNITED STATES

Dallas, Texas, June 28, 1962

CHANGE IN POSTAL REGULATIONS

To All Issuing Agents and Others Concerned
in the Eleventh Federal Reserve District:

Effective July 1, 1962, the Post Office Department will discontinue the special mail service known as "Insured Mail Treated as Registered Mail", which has been utilized by issuing agents in forwarding savings bond sales and stock accountability transmittals to the Federal Reserve Bank. This service was applicable to shipments weighing one pound or more and provided for payment of an insurance fee and postage at the fourth class rate.

Beginning July 1, 1962, these shipments (which should not contain any first class matter such as cash, uncanceled savings stamps, or remittances payable to bearer) should be sent by registered mail with payment of only the amount of postage at the fourth class rate. The registry fee will not be paid at the time of shipment, but will be paid directly to the Post Office Department by the Treasury Department under a contractual agreement. Shipments at the fourth class rate may include one or more of the following items: (1) spoiled and unissued bonds, (2) registration stubs, (3) canceled savings stamps, (4) remittances not in bearer form, and (5) transmittal forms.

A similar change will also be placed in effect on July 1, in the handling of shipments sent by first class registered mail. Only the amount of postage at the first class rate will be paid by the issuing agent. In this case, the registry fee will also be paid by the Treasury Department.

As currently provided by Treasury regulations, any authorized shipment (regardless of weight) which contains cash or other remittances in bearer form must be sent by first class registered mail. Shipments weighing less than one pound which contain one or more of the items listed in the second paragraph (other than unissued bond stock) should be sent by ordinary first class mail; however, if it is desired that evidence of dispatch or delivery to the addressee be obtained, the agent may wish to use an additional service such as certified mail. Shipments weighing less than one pound that contain unissued bond stock must be sent by first class registered mail.

Each envelope or wrapper containing the items listed in the second paragraph being forwarded by registered mail at the fourth class rate must be marked "Registered" and bear the following legend to be typed, stamped or printed in close proximity to the return address: "Registry Fee Paid by U. S. Treasury Department". This legend should also be placed on agents' transmittals which are sent by first class registered mail. There is enclosed an initial supply of a preaddressed gummed label, Form FA 121, Revised 6-62, containing the prescribed legend. Issuing agents are requested to use these labels on shipments beginning on July 1, but they should not be used on ordinary or certified mail unless the portion containing the legend is removed. Additional supplies of the revised Form FA 121 will be furnished upon request. Any of the old labels (Form FA 121) which are on hand July 1, should be destroyed, since they were designed for mailings under the discontinued special mail service.

As in the past, issuing agents may request reimbursement for postage expense incurred in forwarding the shipments described herein to this bank.

These changes pertaining to the dispatch of shipments and payment of charges will not affect shipments sent by certified mail or ordinary first class mail. If your local postmaster questions the dispatch of shipments under the new arrangement, please refer him to the Postal Bulletin of June 21, 1962, in which reference is made to a modification of Section 361.6 of the Postal Manual.

Yours very truly,

Watrous H. Irons

President