

FEDERAL RESERVE BANK OF DALLAS

DALLAS, TEXAS 75222

Circular No. 79-151  
September 4, 1979

COUPON CASH LETTER

Standard Form for Use in Cash Processing of  
Corporate and Municipal Coupons

TO ALL MEMBER BANKS  
AND OTHERS CONCERNED IN THE  
ELEVENTH FEDERAL RESERVE DISTRICT:

As announced in our Circular No. 79-119, dated July 25, 1979, beginning October 9, 1979, Federal Reserve Banks will offer a new service to member banks called Cash Processing for Matured Corporate and Municipal Coupons. Under this Systemwide service, credit for the coupons will be made available in accordance with a standard credit availability schedule.

As stated in our Circular referred to above, these new procedures will require member banks to deposit coupons with a standard Coupon Cash Letter (deposit ticket) attached to each deposit. A sample copy of this standard form is enclosed with this circular for your review.

The Federal Reserve Bank of Dallas and its Branches at El Paso, Houston, and San Antonio will furnish their member banks with the standard Coupon Cash Letter forms without charge. In this connection, please complete the enclosed order form and return it to the Noncash Collection Division at your serving Federal Reserve Office as soon as possible, but preferably no later than September 20, 1979. Please limit your initial supply order to a six months' supply.

Our Circular dated July 25, 1979, explained the proper manner for completing these standard forms and the accompanying transmittal letters. The last copy of the Coupon Cash Letter should be detached as the sender's file copy. All remaining copies should accompany the associated coupon envelopes being sent to the Federal Reserve Bank. Improperly completed forms will be subject to return to the sender.

Any questions concerning these standard Coupon Cash Letter forms, or the Systemwide Cash Processing procedures in general, should be directed to William E. Cheshier or Lola Martin of the Securities Department at this Bank, Ext. 6179 or Ext. 6379; Jerry A. Silvey or Vicky Acuna of the Cash-Fiscal Agency

Department at the El Paso Branch, (915) 544-4730; James W. Lockhart or Dorothy Boaz of the Fiscal Agency Department at the Houston Branch, (713) 659-4433; or Tony Valencia or Herb Barbee of the Cash-Fiscal Agency Department at the San Antonio Branch, (512) 224-2141.

Sincerely yours,

Robert H. Boykin

First Vice President

Enclosures (2)

To: Noncash Collection Division  
Federal Reserve Bank of Dallas  
Station K  
Dallas, Texas 75222

Noncash Collection Division  
El Paso Branch  
Federal Reserve Bank  
P. O. Box 100  
El Paso, Texas 79999

Noncash Collection Division  
Houston Branch  
Federal Reserve Bank  
P. O. Box 2578  
Houston, Texas 77001

Noncash Collection Division  
San Antonio Branch  
Federal Reserve Bank  
P. O. Box 1471  
San Antonio, Texas 78295

From: Name of Bank \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone No. \_\_\_\_\_

Initial supply requested:  
Number of forms \_\_\_\_\_

(Please limit your initial order to a six months' supply.)

Name, address, and telephone number of an officer responsible for the coupon collection operations to whom an initial supply of the standard Coupon Cash Letter forms may be directed:

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone No. \_\_\_\_\_

Please complete this form and return to the appropriate address above as soon as possible, preferably no later than September 20, 1979.

DO NOT  
DO NOT  
DO NOT

Combine City and Country items.

Combine future due and past due items

Combine future due coupons of different maturities.

Mixed deposits will be subject to return or later availability.

# COUPON CASH LETTER

Date \_\_\_\_\_ Ref. No. \_\_\_\_\_ of Sender

Enclosed are coupon envelopes totaling \$ \_\_\_\_\_  
submitted for provisional credit to our account.

Description of Coupons (check one):

Past Due

OR

Future Due on \_\_\_\_\_  
Date

Payable at Your

City

OR

Country

Paying Agent

COLLECTING FRB USE ONLY

Date of Credit Availability

\$

P & I Charge

FRB Ref. No.

From:

ABA No.  
Name and  
Address

To:

ABA No.  
FRB of

COPY A: FILE COPY FOR COLLECTING FRB