



FEDERAL RESERVE BANK OF DALLAS

Station K, Dallas, Texas 75222

Circular No. 84-33
March 1, 1984

TO: All depository institutions in the Eleventh Federal Reserve District

ATTENTION: Operations Officer

SUBJECT: **Changes to food coupon deposit instructions**

SUMMARY: The second phase of a joint Food and Nutrition Service and Federal Reserve System project to improve the food coupon redemption process will take effect April 1 for the Dallas, Houston and San Antonio offices and May 1 for the El Paso office of the Federal Reserve Bank of Dallas.

DETAILS: In January 1983, the Food and Nutrition Service and the Federal Reserve System began a joint two-phase program to improve the integrity of the food coupon redemption process. Phase one, which went into effect at that time, required depositing institutions to forward a Redemption Certificate (Form FNS 278) to the Federal Reserve office serving that institution along with the food coupon deposit, but did not require Redemption Certificates to balance the total deposit. This procedure will remain in effect under the second phase.

Phase two will require depositing institutions to use a new Food Coupon Deposit Document (Form FNS 521) which will be preprinted with the depositing institution's name, address and nine-digit routing code and supplied by the Federal Reserve Bank. Upon receipt of the new supply of forms, you should check the information to ensure accuracy and to ready the forms for use on the implementation dates specified below. Should the information be incorrect, please notify the Dallas office as soon as possible so that corrections can be made. The Food Coupon Deposit Document is designed to be read by an optical scanner. Therefore, instructions on the reverse of the form

should be followed closely: a No. 2 pencil should be used and numerical figures should be printed as shown on samples accompanying the supply of new forms.

Phase two of the program will begin on April 1, 1984 for institutions served by the Dallas, Houston and San Antonio offices and on May 1, 1984 for institutions served by the El Paso office.

MORE INFORMATION:

Charles A. Worley, (214) 698-4275 at the Head Office; Jerry A. Silvey, (915) 544-4730 at the El Paso Branch; Oscar A. Bryan, (713) 659-4433 at the Houston Branch; or Herb Barbee, (512) 224-2141 at the San Antonio Branch

ADDITIONAL COPIES:

Public Affairs Department, Extension 6289