

**FEDERAL RESERVE BANK
OF NEW YORK**

[Circular No. 1522]
March 22, 1935]

**Procedure in Communicating With the Field Offices of Federal Bureau of Investigation
of the United States Department of Justice in the Event of a Bank Robbery**

*To all Member Banks in the
Second Federal Reserve District:*

The Director of the Federal Bureau of Investigation of the United States Department of Justice has requested the Federal Reserve Board to bring to the attention of all member banks a statement with regard to the procedure to be followed in communicating with the field offices of the Bureau in the event of a bank robbery, and has submitted to the Federal Reserve Board a statement in substantially the following form as containing the information which it is desired to place before each member bank:

“The Federal Bureau of Investigation of the U. S. Department of Justice is charged with the duty of investigating violations of the Act approved by the President on May 18, 1934, making the robbery of National Banks and member banks of the Federal Reserve System a Federal offense. Since the passage of this Act the Federal Bureau of Investigation has been handicapped in the investigation of a number of bank robberies due to the delay of the bank in notifying the Bureau’s field office of the robbery.

“The Federal Bureau of Investigation requests that, in the event a robbery should occur in your bank, immediately after notifying the local authorities thereof, you communicate by telephone or telegraph, collect, with the nearest field office of the Bureau, giving that office at the earliest possible time all of the details of the robbery which are available, including a description of the participants in the robbery, the make, color and model of any automobiles which may have been used by the robbers in making their getaway, together with the license numbers of such automobiles and the direction taken by the robbers in fleeing from the bank. In the event it has been observed that the robbers touched any objects in the bank or placed their hands on any furniture or other articles, such places should be carefully guarded until an opportunity is afforded some competent person to endeavor to develop latent fingerprints which might be thereon. Articles, which may have been left behind by the robbers should be preserved from promiscuous handling so that any fingerprints thereon will not be destroyed.

“Every member bank of the Federal Reserve System has been furnished with the telephone number of the nearest field office of the Federal Bureau of Investigation, and a list of the field offices of the Bureau showing the office address and telephone number is attached.

“It is the desire of the Federal Bureau of Investigation to cooperate with all banks to the fullest extent possible in an effort to identify and prosecute those guilty of bank robberies. Your cooperation in promptly reporting to the nearest field office of the Federal Bureau of Investigation will be greatly appreciated and will be of mutual advantage in these cases.”

A list of the field offices, with telephone numbers, of the Federal Bureau of Investigation of the Department of Justice, as furnished to the Federal Reserve Board and to us, will be found on the following page.

Field Offices of
 FEDERAL BUREAU OF INVESTIGATION
 U. S. DEPARTMENT OF JUSTICE

OFFICE	OFFICE PHONE	BUILDING
Birmingham, Alabama	7-1755	320 Federal
Boston, Massachusetts	Liberty 5600	1002 Post Office & Court House
Buffalo, New York	Cleveland 2030	612 Marine Trust
Butte, Montana	2-4734	302 Federal
Charlotte, North Carolina	3-4127	234 Federal
Chicago, Illinois	Randolph 6226	1900 Bankers'
Cincinnati, Ohio	Main 6720 (*)	426 U. S. Custom House & P. O.
Dallas, Texas	2-3866	420 Post Office
Denver, Colorado	Main 6241	722 Midland Savings
Detroit, Michigan	Cadillac 2835	907 Federal
El Paso, Texas	Main 501	1331 First National Bank
Indianapolis, Indiana	Riley 5416	506 Fletcher Savings & Trust
Jacksonville, Florida	3-2780 (Pvt. 5-8209)	412 U. S. Court House & P. O.
Kansas City, Missouri	Victor 3113	1616 Federal Reserve Bank
Little Rock, Arkansas	6734	500 Rector
Los Angeles, California	Mutual 2201	617 Federal
Nashville, Tennessee	6-6771	508 Medical Arts
New Orleans, Louisiana	Raymond 1965	326½ Post Office
New York, New York	Caledonia 5-8691	370 Lexington Ave., Room 1403
Oklahoma City, Oklahoma	2-8186	224 Federal
Omaha, Nebraska	Atlantic 8644	629 First National Bank
Philadelphia, Pennsylvania	Walnut 2213	414 Philadelphia Saving Fund
Pittsburgh, Pennsylvania	Grant 0800	620 New Federal
Portland, Oregon	Atwater 6171	411 U. S. Court House
Salt Lake City, Utah	Wasatch 3980	503-A U. S. Court House & P. O.
San Antonio, Texas	Fannin 8052	1216 Smith-Young Tower
San Francisco, California	Hemlock 4400 (**)	405 Post Office
St. Louis, Missouri	Central 1650	801 Title Guaranty
St. Paul, Minnesota	Garfield 7509	232 Post Office
Washington, D. C.	National 5303	5745 U. S. Dept. of Justice

(*) The telephone number to be used for calls after 6 P.M. and on holidays is Main 6729.

(**) The telephone number to be used for calls after 6 P.M. and on holidays is Hemlock 4420.

We are sending the foregoing statement and list of field offices of the Federal Bureau of Investigation to all member banks in the Second Federal Reserve District at the request of the Federal Reserve Board.

GEORGE L. HARRISON,
Governor.