To Banks and Trust Companies in District No. 2:

Dear Sirs:

In order that we may be advised as to what disposition owners of certificates of indebtedness, Series 4 G, dated October 1, 1916, due January 30, 1919, wish made of certificates of such issue held in the various departments of this bank, we should appreciate it if you would furnish us as promptly as possible with the following information relative to any certificates of Series 4 G belonging to your institution which we hold at present or which may be held by us on the 30th instant.

In the case of certificates held unpledged or as excess collateral, please advise us:

1. Will you apply all or any part of such certificates on the final payment due January 30, 1919, on Fourth Liberty Loan bonds or
2. Do you wish the certificates redeemed?
3. In case you desire the certificates redeemed, please indicate what disposition you will wish made of the proceeds.

With respect to this series should all or any part of your certificates be pledged as collateral for Government deposits, we would request you promptly to substitute therefor eligible paper or securities unless such certificates represent excess collateral.

In the case of certificates of Series 4 G owned by member banks held by the Discount Department, we propose to credit the respective accounts with the proceeds thereof at maturity and charge a like amount on account of notes for which the certificates are pledged as collateral. In the event that you anticipate using such certificates now with our Discount Department in payment of Fourth Liberty Loan bonds on January 30th, please inform us promptly in order that we may be able to deliver them in advance to our Bond Issue Division. This latter plan will of course necessitate your paying off the loan or substituting as collateral a like amount of Liberty Loan bonds or certificates of indebtedness of another issue.

In case any of the certificates are held by us as above stated, kindly send us the instructions asked for, addressing your reply to the Securities Department. If none of the certificates are held by us now or by the thirtieth of January, it will of course not be necessary for you to reply to this letter.

Very truly yours,

R. H. Terman,
Deputy Governor,