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WASHINGTON

H. PARKER WILLIS, SECRETARY
SHERMAN P. ALLEN, ASST. SECRETARY
AND FISCAL AGENT

ADDRESS REPLY TO
FEDERAL RESERVE BOARD

January 10, 1917.

Dear Sir:

This will call attention to the fact that copy for business conditions to be used in the Federal Reserve Bulletin, for February should be in the offices of the Federal Reserve Board not later than January 24, 1917. With this copy, please send the usual information as to clearing operations on which the summary for the Bulletin is made up, and do not fail to include the summary of business conditions upon the slips furnished you for the purpose.

Because of the fact that paper and other costs have increased, the Board desires to reduce the size and cost of the Bulletin as much as possible. You are, therefore, requested to limit your statement of business conditions to not more than one thousand words, unless some unusual condition has arisen in your district which warrants an extension of your discussion.

Very respectfully,

Secretary.