

Division of Audit  
and Examination.

991  
(revised)

FEDERAL RESERVE BOARD

Washington

MEMORANDUM FOR MANAGER OF TRANSIT DEPARTMENT:

Kindly furnish the information requested below for the use of the Federal Reserve Examiner, examining your bank as of close of business \_\_\_\_\_.

1. Number of member banks:  
National \_\_\_\_\_  
State \_\_\_\_\_
2. Number of non-member banks in district.
3. Number of non-member banks upon which items are collected.  
Through member banks \_\_\_\_\_  
Direct \_\_\_\_\_  
Through other non-members \_\_\_\_\_
4. What items are received for immediate availability?
5. Form of settlement accepted from non-members.
6. Daily averages of items handled, for three months period preceding, by calendar month (either first to first or 16th one month to 15th of next), in following form:

<u>Number</u>	<u>Period covered</u>	<u>Your city</u>	<u>Elsewhere within district</u>	<u>Other F.R. Dist</u>	<u>Total</u>
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Amount (even thousands)

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7. Expenses of Transit Department, such as salaries, rent, telephone and telegraph, postage, expressage, printing and stationery, insurance and fidelity bonds, depreciation, etc., for current or previous month.
8. Service charges collected over same period.
9. Service charges collectible for same period.
10. Service charges (per item charged)
  - (a) To member banks
  - (b) To Federal reserve banks
11. Service charges paid to other Federal reserve banks.
12. Service charges collected since inauguration of system in July 1916; actual to last day of previous month and estimated to date of examination, showing from what sources derived, as follows:
  - Reserve city banks
  - Other member banks
  - Federal Reserve Banks

Service charges paid to other Federal reserve banks since inauguration of system in July 1916; actual to last day of previous month and estimated to date of examination.

Total cost of transit department; actual expenses to last day of previous month and estimated expenses since.
13. Deficient reserves - how covered?  
How have penalties been assessed?  
How often is report of net deposit balances called for?
  - (a) Reserve city banks
  - (b) Other member banks
14. Three copies of any changes in the Clearing House rules since the inauguration of the collection system in July 1916.
15. Operations in purchase and sale of bank transfer; schedule of rates, earnings by months.