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FEDERAL RESERVE BOARD

WASHINGTON

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

ADDRESS REPLY TO  
FEDERAL RESERVE BOARD

March 27, 1917.

Sir:

In further reference to office letter of March 8, advising you of the resolutions of the Board relating to the delivery of Federal reserve notes to Federal reserve agents, you are advised that where delivery is made to a Federal reserve agent by mail or express, the notes will be accompanied by a form of receipt to be prepared by the Treasury Department which should be executed in duplicate and witnessed by a duly authorized bank officer, one copy to be forwarded to the Comptroller of the Currency for his files and the other to the Treasurer of the United States, Assistant Treasurer, or director of the Mint who ships the notes to the Federal reserve agent.

In order to consummate the proposed arrangement it will be necessary for the Secretary of the Treasury to issue instructions through the public moneys division to the assistant treasurers. These instructions will provide that the new plan shall become effective from and after a given date. Prior to that time it will be necessary for each bank to file with the Treasurer or with the assistant treasurers of the United States a certified copy of the resolution of the bank designating the officers who are authorized to sign the receipts as evidence of the fact that they have witnessed delivery of notes to the Federal reserve agent. Upon advices from the Secretary as to the date that the order becomes effective, you will be promptly notified so that this resolution may be filed.

Respectfully,

Governor.