

EX OFFICIO MEMBERS

CARTER GLASS
 SECRETARY OF THE TREASURY
 CHAIRMAN
 JOHN SKELTON WILLIAMS
 COMPTROLLER OF THE CURRENCY

ADDRESS REPLY TO
 FEDERAL RESERVE BOARD

FEDERAL RESERVE BOARD

WASHINGTON

W. F. G. HARDING, GOVERNOR
 ALBERT STRAUSS, VICE GOVERNOR
 ADOLPH C. MILLER
 CHARLES S. HAMLIN

W. T. CHAPMAN, SECRETARY
 R. G. EMERSON, ASSISTANT SECRETARY
 W. M. INLAY, FISCAL AGENT

November 6, 1919.

St. 692

SUBJECT: Revised form 105, Condition
 report of State bank and
 Trust company members.

Dear Sir:-

There are being forwarded to you today under separate cover copies of form 105, Report of condition of State bank and Trust company members (revised Oct. 20, 1919), together with copies of our circular letter of June 14 giving instructions regarding the preparation of condition reports. It is requested that three copies of form 105 be sent to each State bank and Trust company member in your district, with instructions to hold the blank forms pending receipt of a call for condition report, when they should be promptly filled out and two copies mailed to you -- in no case later than ten days after receipt of the call.

State banks and Trust company members who submitted condition reports as of June 30 and were supplied at that time with a copy of the letter of instructions above mentioned, should be advised that the general instructions of June 14 are applicable practically in their entirety to the revised form of report. Material changes in the latest edition which should be brought to the attention of the banks are as follows:

First, the two items formerly shown in the memorandum at the bottom of the form as contingent liabilities -- "Acceptances of other banks payable at future date guaranteed by this bank by endorsement or otherwise" and "Foreign bills of exchange or drafts sold with endorsement of this bank" -- are now treated as deductions from item 1-a, Loans and Discounts - gross.

Second, Among Contingent Liabilities we show now the following three items at the bottom of the form: (a) Documentary letters of credit issued but not used or drawn against; (b) Other foreign credits opened for customers but not used; and (c) Travelers' letters of credit issued under guarantee or deposit of security but not drawn against.

- 2 -

St. 692

Third, A new schedule (4), Loans to banks, bankers and Trust companies now appears on the reverse side of the report. The schedule of loans and discounts, formerly numbered 4, is now numbered 5.

Fourth, Demand deposits which were formerly shown as item 32 now appear as item 33.

Institutions which have joined the system since June 30, 1919 should be supplied with a copy of the general instructions of June 14. They should also be advised of the above changes made in form 105 since the preparation of the circular letter of instructions.

It will be appreciated if, after call is made, you will make special efforts to see that as far as practicable reports are received and forwarded to the Board within ten days from date of call.

Very truly yours,

Assistant Secretary.

LETTER SENT TO CHAIRMAN OF EACH F. R. BANK.