

FEDERAL RESERVE BOARD

WASHINGTON

December 14, 1923.
St. 3841.ADDRESS OFFICIAL CORRESPONDENCE TO
THE FEDERAL RESERVE BOARDSUBJECT: Condition reports of State bank
and Trust company members, form 105.

Dear Sir:

There are being forwarded to you today under separate cover copies of form 105 revised as of November 15, 1923. Please mail three copies of the form to each State Bank and Trust company member in your district for its own use and, in addition, three copies for each of its branches (if any) not located within the city in which the head office is located or within cities and towns adjacent thereto with instructions to hold the blank forms pending receipt of a call for condition reports.

Upon receipt of notice from the Board of the call for condition reports, kindly notify the banks thereof by mail if they are located within two days' time from the Federal reserve bank, or by telegram if not within two days' time by mail, and request them to fill out the reports and mail them to you promptly - in no case later than 10 days after receipt of the call.

In order that the compilation of the Board's abstract showing the condition of all state bank and trust company members combined as of the date of the next call may not be unduly delayed, it is requested that the reports be forwarded to the Board as soon as practicable after they are received by the Federal reserve bank. If it is necessary to communicate with a bank regarding apparent errors in its report, a note to that effect should be made on the report itself before it is mailed to the Board, and the Board should be advised of the necessary corrections when the desired information is received from the member bank.

Kindly acknowledge receipt.

Yours very truly,

Walter L. Eddy,
Secretary.

LETTER TO EACH FEDERAL RESERVE AGENT.