

FEDERAL RESERVE BOARD

457

WASHINGTON

ADDRESS OFFICIAL CORRESPONDENCE TO
THE FEDERAL RESERVE BOARD

November 5, 1930
St. 678

SUBJECT: 1931 Budget.

Dear Sir:

In accordance with the usual practice a detailed statement of the budget approved for the head office and each of its branches, if any, for the calendar year 1931 should be forwarded to the Federal Reserve Board as soon after January 1 as practicable.

The budget statement as submitted to the Board should be in the same form and detail as approved by the bank's budget committee and should show in comparison the budget and actual expenditures for 1930. If total expenditures for 1930, as shown in the budget statement, are not in agreement with total expenditures reported on the bank's functional expense report, Form "E", please forward with your budget statement a memorandum reconciling the two amounts.

Very truly yours,

E. M. McClelland,
Assistant Secretary.

TO CHAIRMAN OF EACH FEDERAL RESERVE BANK*