

FEDERAL RESERVE BOARD

WASHINGTON

May 25, 1933.
B-896.ADDRESS OFFICIAL CORRESPONDENCE TO
THE FEDERAL RESERVE BOARD

SUBJECT: Revision of Form 160.

Dear Sir:

Under separate cover there is being forwarded a supply of revised form 160, including special forms 160a, 160b and 160c covering National bank notes, Federal reserve notes, and Federal reserve bank notes, respectively. Only one report on Form 160 should be submitted for the head office and for each branch, if any, which report should cover all United States paper currency in the aggregate, i.e., gold certificates, silver certificates, United States notes, and Treasury notes of 1890.

Your attention is invited to the change in the form to provide for showing separately currency received from and currency paid into circulation during the report month. The item "Received from circulation (counted during month)" represents the amount of currency received from circulation that was sorted into fit and unfit during the month and should be adjusted by adding the increase, or deducting the decrease, in unsorted currency to arrive at the amount received from circulation during the month.

You will also note that gold certificates held by the Federal reserve agent are to be included in reports submitted on Form 160, and that Federal reserve notes and Federal reserve

- 2 -

bank notes held by the Federal reserve agent are to be included in reports submitted on Forms 160b and 160c, respectively. The purpose of this arrangement is to have the amount of gold certificates, Federal reserve notes and Federal reserve bank notes on hand, as reported on Forms 160, 160b, and 160c, represent the entire stock of those classes of currency at the Federal reserve banks.

The amount of United States paper currency on hand at the end of the month, as reported on Form 160, should agree with the sum of items "Gold certificates," "Legal-tender notes" and "Silver certificates," as reported on Form 34, plus "Gold certificates" as reported on Form FRA 5. The combined amount of national bank notes and of Federal reserve bank notes on hand at the end of the month, as reported on Forms 160a and 160c, should agree with the sum of the items "National and Federal reserve bank notes" and own "Federal reserve bank notes held by bank and branches" as shown on Form 34, plus Federal reserve bank notes held by the Federal reserve agent as reported on Form FRA 6, and any Federal reserve bank notes in transit from the Comptroller of the Currency. The amount of Federal reserve notes on hand at the end of the month, as reported on Form 160b for the head office and branches, if any, should agree with the sum of own "Federal reserve notes held by bank and branches" as reported on the combined Form 34, Federal reserve notes held by Federal reserve agent as reported on Form FRA 5, and any Federal reserve notes in transit from the Comptroller of the Currency.

- 3 -

It is very important that care be taken in estimating the composition of the unassorted currency on hand, as regards both kinds and denominations, in order that the data reported on Forms 160 to 160c may be as nearly correct as possible. This is especially desirable because the figures will be used in determining the estimated amount of each kind of currency in circulation by denominations. In order to make such estimates it is necessary to have the distribution by denominations of Federal reserve notes of other Federal reserve banks held by your bank and branches on the last day of the month, also of own Federal reserve notes and Federal reserve bank notes forwarded for redemption, as reported on Form 34. Accordingly, it is requested that Form 160b be accompanied by a statement showing the distribution by denominations of such notes, as reported on form 34, for the last day of the report month.

Very truly yours,

J. R. Van Fossen, Assistant Chief,
Division of Bank Operations.

TO GOVERNORS OF ALL F. R. BANKS*