

BOARD OF GOVERNORS
OF THE
FEDERAL RESERVE SYSTEM
WASHINGTON



ADDRESS OFFICIAL CORRESPONDENCE
TO THE BOARD

October 26, 1937.
R-99.

SUBJECT: Forms for use during 1938.

Dear Sir:

It will be appreciated if you will advise the Board the number of copies of the forms listed below that will be required by your bank (including branches, if any) during the calendar year 1938:

<u>Form</u>	<u>Title</u>
34	Daily balance sheet. (Please state the number required for the head office and each branch separately, and indicate any special punching that may be desired.)
38	Classification of discounted and purchased bills held at the end of the month.
95	Monthly report of earnings.
96	Monthly report of current expenses.
96a	Reimbursable expenditures.
160	Monthly report of receipts and payments of paper currency.
E	Semiannual functional expense report.

Please show separately the number of copies of each form, except form 34, required if revised and the number if not revised. Beginning with January, 1938, separate reports on form 34 for head office and each branch need be submitted as of the last business day of each calendar month only.

Very truly yours,

E. L. Smead, Chief,
Division of Bank Operations.

TO THE PRESIDENTS OF ALL FEDERAL RESERVE BANKS