

BOARD OF GOVERNORS
OF THE
FEDERAL RESERVE SYSTEM
WASHINGTON



R-553

ADDRESS OFFICIAL CORRESPONDENCE
TO THE BOARD

November 15, 1939.

Dear Sir:

In the Board's letter of June 20, 1939, S-165, you were advised that the Board believed sufficient time had elapsed to warrant asking for Congressional authority to destroy certain records, not including bank examination reports, accumulated by the Federal Reserve agents from the date of the organization of the Federal Reserve banks to the date of the transfer of the nonstatutory duties of the agents to the banks, and you were requested to furnish the Board with a list of any records not included in the June 11, 1936 report of the committee on destruction of records which you felt should be destroyed at this time.

Replies to the above mentioned letter have now been received from all Federal Reserve agents and the attached statement lists the records recommended for destruction in the Committee's report, together with the additional records recommended for destruction by the several Federal Reserve agents. It will be appreciated if you will furnish the Board with any suggestions you may care to make with respect to the destruction of the records listed in this statement and, if any additional records are recommended for destruction, it would be helpful if information were supplied with respect thereto along the lines indicated in the next to last paragraph of Board's letter S-165.

While it is intended to request Congressional authority to destroy certain records of the Federal Reserve agents, not including bank examination reports, from the date of the organization of the Federal Reserve banks to the date of the transfer of the nonstatutory duties of the agents to the banks, no records should, of course, be destroyed until after they have been held for the minimum retention period recommended in the Committee's report, and until their destruction has been authorized by the Board.

(Very truly yours,

L. P. Bethea,
Assistant Secretary.

Enclosure.

R-553-a

RECORDS OF FEDERAL RESERVE AGENTS RECOMMENDED FOR DESTRUCTION IN REPORT OF COMMITTEE ON THE DESTRUCTION OF RECORDS DATED JUNE 11, 1936; ALSO, ADDITIONAL RECORDS RECOMMENDED FOR DESTRUCTION BY FEDERAL RESERVE AGENTS IN RESPONSE TO BOARD'S LETTER, S-165, DATED JUNE 20, 1939.

Recommended for Destruction

<u>Form No.</u>	<u>Title or Description</u>	<u>From</u>	<u>To</u>
FR 107	Report of Earnings and Dividends of State member bank.	1914	1937
TREAS 2129	Report of Earnings and Dividends of National bank.	1914	1937
FR 105	Report of Condition of State Member bank.	1914	1937
TREAS 2130	Report of Condition of National bank.	1914	1937
FR 105b	Schedule O--Loans and Advances to Affiliates of State member bank and investments in and loans secured by obligations of affiliates.	1933	1937
TREAS 2131	Schedule O--Loans and Advances to Affiliates of National bank and investments in and loans secured by obligations of affiliates.	1933	1937
	Inter-office communications regarding applications under Section 8 of the Clayton Act and Section 32 of Banking Act of 1933.	1916	1937
FR 220	Report of Affiliate of State member bank.	1933	1937
TREAS 2130e	Report of Affiliate of National bank.	1933	1937
	Work sheets and printer's proofs of text of annual report of Federal Reserve agents to Federal Reserve Board.	1915	1937
	Member banks' weekly condition reports	1917	1937
	Monthly Review -- copies of text sent to Federal Reserve Board.	1915	1937

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<u>Form No.</u>	<u>Title or Description</u>	<u>Recommended for Destruction</u>	
		<u>From</u>	<u>To</u>
	Monthly Review mailing list requests.	1915	1937
	Inter-office communications regarding the issuance and retirement of Federal Reserve notes and Federal Reserve Bank notes.	1914	1937
FR 45	Requisition by Federal Reserve Agent to Federal Reserve Board for Federal Reserve notes and Federal Reserve Bank notes.	1914	1937
FR 44	Report to Federal Reserve Board of Federal Reserve notes (or bank notes) received, issued to bank, returned to Comptroller and on hand by denomination and aggregate amount.	1914	1937
FR 194	Report to Federal Reserve Board of receipts and issues of Federal Reserve notes (or bank notes) and amounts of Federal Reserve notes, etc. on hand.	1914	1937
TREAS 2328) TREAS 2329) TREAS 2330) TREAS 2328a) TREAS 2329c) TREAS 2330a)	Advice to Comptroller of the Currency of issue, return or re-issue of Federal Reserve Notes and bank notes.	1914	1937
	Vault deposit and withdrawal tickets used in Federal Reserve Agent's function in connection with currency transactions.	1914	1937
	Weekly reports of bank debits made by clearing house associations.	1918	1937
	Letters from Comptroller of Currency to Federal Reserve Agent advising that, by direction of Board, Bureau of Engraving and Printing had been requested to ship a specified amount of Federal Reserve notes or bank notes.	1914	1937

<u>Form No.</u>	<u>Title or Description</u>	<u>Recommended for Destruction</u>	
		<u>From</u>	<u>To</u>
TREAS 957	Form letters from Bureau of Engraving and Printing to Federal Reserve Agent advising that a specified amount of Federal Reserve notes is being forwarded and requesting that receipts be executed.	1917	1923
TREAS 8070	Form letters from Bureau of Engraving and Printing to Federal Reserve Agent advising that a specified amount of Federal Reserve notes or bank notes is being forwarded and requesting that receipts be executed (Superseded Treas. form 957).	1923	1937
	Form letters from Custodian of Federal Reserve Vault, Bureau of Engraving and Printing, to Federal Reserve Agent giving following data with respect to Federal Reserve note shipments - number of pouches, number of packages, denominations, and rotary lock numbers.	1917	1927
TREAS 8509	Form letters from Custodian of Federal Reserve Vault, Bureau of Engraving and Printing, to Federal Reserve Agent, giving following data with respect to Federal Reserve note and bank note shipments - number of pouches, number of packages, denominations, rotary lock numbers. (Superseded form letters mentioned in preceding paragraph)	1927	1937
	Pouch invoice from Bureau of Engraving and Printing enclosed in each mail pouch containing shipments of Federal Reserve notes showing number of packages, denominations, and rotary lock numbers.	1922	1929
TREAS 8510	Pouch invoice from Bureau of Engraving and Printing enclosed in each mail pouch containing shipments of Federal Reserve notes showing number of packages, denominations and rotary lock numbers. (Superseded pouch invoices mentioned in preceding paragraph.)	1930	1937

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<u>Form No.</u>	<u>Title or Description</u>	<u>Recommended for Destruction</u>	
		<u>From</u>	<u>To</u>
	Letters and telegrams from Comptroller of Currency to Federal Reserve Agent advising of the receipt of unfit Federal Reserve notes for destruction.	1915	1916
	Form letters from Treasurer's Office countersigned by National Bank Redemption Agency to Federal Reserve Agent advising that Federal Reserve notes redeemed have been charged against deposits made by the Agent for the exclusive purpose of redeeming such notes.	1916	1919
	Form letters from Treasurer's Office countersigned by National Bank Redemption Agency to Federal Reserve Agent advising of the receipt of upper and lower halves of unfit Federal Reserve notes forwarded for redemption.	1916	1919
	Form letters from Treasurer's Office countersigned by National Bank Redemption Agency to Federal Reserve Agent advising that upper and lower halves of unfit Federal Reserve notes forwarded for redemption and held for Agent's account, as previously advised, have been delivered to Comptroller of the Currency for credit of Federal Reserve Agent.	1916	1919
	Form letters from Comptroller of Currency countersigned by Federal Reserve Issue and Redemption Division to Federal Reserve Agent advising number and denomination of unfit Federal Reserve notes, redeemed by Treasurer, received for destruction and credit to Agent's account.	1916	1918
TREAS 6232 R.A.) Advice of Federal Reserve notes		
TREAS 6232 B, R.A.)	(bank notes) redeemed and delivered		
TREAS 6239 A, R.A.)	for destruction.	1918	1937

Recommended for Destruction

<u>Form No.</u>	<u>Title or Description</u>	<u>From</u>	<u>To</u>
	Form letters from Treasurer's Office countersigned by National Bank Redemption Agency to Federal Reserve Agent advising of the receipt of unfit Federal Reserve notes forwarded for redemption.	1916	1918
	Letters from Treasurer's Office countersigned by National Bank Redemption Agency to Federal Reserve Agent advising of the receipt of deposits for the redemption of Federal Reserve notes.	1916	1918
TREAS 6233A, R.A.	Advice of Federal Reserve notes received for redemption - settlement in gold redemption fund.	1919	1929
TREAS 6234A, R.A.	Advice of Federal Reserve notes received for redemption - settlement by Federal Reserve Agent.	Jan. 1918	Dec. 1918
	Telegrams from Comptroller of Currency to Federal Reserve Agent advising of the receipt of unfit Federal Reserve notes shipped by Federal Reserve banks and branches. (Code DUSTERITE)	1929	1937
	Telegrams from Comptroller of Currency to Federal Reserve Agent advising of the receipt of unfit Federal Reserve notes from sources other than Federal Reserve banks. (Code DROPTIDE)	1929	1937
TREAS 6231, R.A.	Statement of account - Gold Redemption Fund.	1918	1929
TREAS 5373	Advice of remittance	1927	1929
	Statement from the Chief, Federal Reserve Issue and Redemption Division, showing amount of Federal Reserve notes on hand, amount being printed, and amount shipped	1915	1937

<u>Form No.</u>	<u>Title or Description</u>	<u>Recommended for Destruction</u>	
		<u>From</u>	<u>To</u>
St. 772 31-B	Federal Reserve notes: Weekly report of Federal Reserve Agent to Federal Reserve Board.	1919	1920
	Weekly telegrams to Board of Governors giving condition statement of Federal Reserve Agent and Federal Reserve bank.	1914	1937
172 172a	(And superseded 381 and 381a) Inter-district movement of Federal Reserve notes.	1919	1922
FR 206	(And superseded form) Confirmation of balance in Federal Reserve Agent's gold certificate fund.	1926	1937
	Weekly gold coin telegram to Board - gold coin held by bank and Agent at close of business on Wednesday.	June 1932	July 1932
	Daily gold coin telegram to Board - gold coin held by bank and Agent.	1933	1934
	Weekly report to Board's Division of Research and Statistics of gold sold for use in industry and correspondence in connection therewith.	1928	1933
	Inter-office communications and telegrams in connection with transfers affecting the Agent's gold and gold certificate funds.	1919	1933
F.R.A. 8	Government securities held at New York as collateral against Federal Reserve notes and Federal Reserve bank notes; also, correspondence in connection therewith.	1933	1934
FR 240	Report of member firm of a National Securities Exchange	1935	1937
	Annual budgets for the Statistical and Analytical function and letters transmitting them to Board of Governors	1925	1937

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<u>Form No.</u>	<u>Title or Description</u>	<u>Recommended for Destruction</u>	
		<u>From</u>	<u>To</u>
	Correspondence with Board of Governors with respect to that portion of the functional expense report which relates to the functions under the supervision of the Federal Reserve Agent	1922	1937
	Interoffice communications re- garding the allocation in the Board's functional expense report of the time of employees under the supervision of the Federal Reserve Agent	1922	1937