

BOARD OF GOVERNORS  
OF THE  
FEDERAL RESERVE SYSTEM  
WASHINGTON

R-578

ADDRESS OFFICIAL CORRESPONDENCE  
TO THE BOARD

December 14, 1939



Dear Sir:

The Board's letter of December 23, 1938 (R-368) requested the Federal Reserve banks to obtain annual reports from holding company affiliates having general voting permits, and transmitted a form (Form F. R. 437) for use in obtaining such reports. The letter indicated that regular annual reports would be requested as of the end of each calendar year, or the holding company affiliate's fiscal year. Accordingly, it is now requested that an annual report for the year ending December 30, 1939, or for the holding company affiliate's latest fiscal year if it differs from the calendar year, be obtained from each holding company affiliate which has its principal executive office in your district and which holds a general voting permit. As soon as practicable, please deliver to each such holding company affiliate three copies of Form F. R. 437, with the request that the annual report be filed in duplicate with your bank not later than February 1, 1940.

It has not been deemed necessary to revise Form F. R. 437, and the form used a year ago should be used again in obtaining the annual reports. Inasmuch as a surplus stock of Form F. R. 437 was sent to each Federal Reserve bank last year, most of the banks presumably have enough copies of the form on hand to supply the holding company affiliates in their respective districts with the required number of copies. However, if your bank does not have a sufficient number of copies of Form F. R. 437, please inform us immediately as to the number of additional copies needed, and these will be supplied to you promptly from the stock available in the Board's offices.

The instructions contained in R-368 and its enclosure (R-368-a) are applicable to the reports now requested, with the exception, of course, of certain dates mentioned in such instructions. It is therefore requested that reference be made to R-368 and R-368-a for information as to the procedure to be followed in obtaining the reports.

Very truly yours,

L. P. Bethea,  
Assistant Secretary.

TO THE PRESIDENTS OF ALL  
FEDERAL RESERVE BANKS