

BOARD OF GOVERNORS
OF THE
FEDERAL RESERVE SYSTEM
WASHINGTON

S-199

ADDRESS OFFICIAL CORRESPONDENCE
TO THE BOARD



January 17, 1940

Dear Sir:

Some thought has been given to the possibility of publishing from time to time in the Federal Reserve Bulletin photographs of head office and branch directors of Federal Reserve banks, with brief biographical sketches. In order that the Board may be in a position to publish such material at some appropriate time in the future, it will be appreciated if you will obtain a photograph of each of your present directors and forward them to this Office, with brief biographical statements in form suitable for publication. Inasmuch as our files would not be complete without photographs of the chief executive officers of the Federal Reserve banks, it is requested also that you forward a recent picture of yourself with a brief biography which you feel would be suitable for publication.

Our printer advises us that, in order to get the best results, all photographs furnished should be clear pictures on white paper, which should be carefully packed for mailing so that they will not be creased or mutilated in any way in transmission. It is suggested that, if possible, the biographical statements be confined to not exceeding two hundred words.

In order that pictures and biographical statements for possible publication of directors and officers elected or appointed in the future may be received as a matter of routine, it is requested that they be forwarded simultaneously with the biographical sketches (forms 242 and 243) and oaths of office as required by the Board's circular letters dated January 29, 1936 (X-9470), and October 28, 1936 (X-9727), respectively.

Very truly yours,

A handwritten signature in black ink, appearing to read "L. P. Bethea".

L. P. Bethea,
Assistant Secretary.

TO THE PRESIDENTS OF ALL FEDERAL RESERVE BANKS