



BOARD OF GOVERNORS  
OF THE  
FEDERAL RESERVE SYSTEM  
WASHINGTON

B-1218  
(On office copies  
only)

ADDRESS OFFICIAL CORRESPONDENCE  
TO THE BOARD

December 4, 1940

SUBJECT: Procedure under the Assignment  
of Claims Act of 1940.

Dear Sir:

Referring to our letter of November 30, 1940 enclosing tentative drafts of certain documents on the above subject, there are enclosed for your information copies of the following documents in the form in which they have been released officially:

1. Circular No. 147 addressed by the Director of Procurement to the heads of all Executive Departments and Independent Establishments under date of December 3, 1940.
2. The suggested form of notice of assignment (referred to in the above mentioned circular) with provision for acknowledgment of receipt by the addressee.
3. Instructions for the use of this form.
4. A copy of a decision of the Comptroller General of the United States (No. B-13700), dated December 2, 1940, addressed to the Federal Works Administrator, containing rulings on the two points mentioned in our letter of November 30, 1940.

You are at liberty to furnish copies of any or all of these documents to banks, financing institutions and other interested parties in your district. If you do so, it has been suggested that you call especial attention to the fact that the procedure outlined is suggested as a convenient means by which the assignee can obtain the proof which he will need to satisfy the appropriate officers of the Government that the requirements of the statute with reference to the filing of notices of assignments have been complied with.

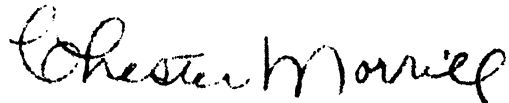
While this procedure may appear to be a bit cumbersome, it is believed that it is the simplest that could be devised to meet a practical problem arising out of the requirements of the statute, and that it will save correspondence and possible delays in obtaining payments of assigned claims.

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While no written promise to furnish such information has been received, banks and other financing institutions which consider it necessary to ascertain whether previous assignments of particular claims have been made may wish to address inquiries to the Comptroller General of the United States, Washington, D. C., or to the disbursing officer, if any, designated in the contract to make payment. However, it is believed that it would be advisable to make any such inquiry in a separate letter or telegram and not to include it in the notice of assignment. Otherwise, acknowledgment of receipt of the notice of assignment may be delayed pending a search of the files.

The Board is arranging to have a supply of the enclosed forms of notices of assignment printed for the convenience of banks and other financing institutions and you may wish to send a sample copy to each such institution in your district with advice that additional copies can be obtained from you on request. As soon as the form is received from the printer we shall send you a supply somewhat in excess of the number of banking institutions in your district. Additional copies may be obtained upon request.

Very truly yours,



Chester Morrill,  
Secretary.

Enclosures

TO PRESIDENTS OF ALL FEDERAL RESERVE BANKS AND OFFICERS AT FEDERAL  
RESERVE BANKS AND BRANCHES DESIGNATED AS FIELD REPRESENTATIVES  
IN CONNECTION WITH NATIONAL DEFENSE PROGRAM.