

DISPATCH NO. _____

VIA A I R

DATE _____

TO : **SEE ATTACHED SHEET**

FROM : Chief, Finance Division

SUBJECT: General - Administrative
Specific - Revised Standard Form No. 494, Notification of Transfer of Funds or Accounts

ACTION REQUIRED: Use of Revised Form

1. A supply of the new Standard Form 494, Notification of Transfer of Funds or Accounts, dated 1 March 1956 is being shipped to your station. All previous editions of this form, i.e., Form No. 33-9 dated February 1953, Form No. 494 dated 1 February 1955 and all locally printed T/A forms are declared obsolete and should be destroyed upon receipt of the new forms.

2. If the T/A forms are reproduced locally, they are to be an exact duplicate of the Headquarters approved form including the Form No. and date, but excluding the phrase "use previous editions". If the form cannot be reproduced locally the forms should be requisitioned from Headquarters.

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JUN 11 '56

Distribution:

- 3 Station
- 2 Area Division
- 2 Finance Division

FD/ACCTS/WDH:lme

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