

**FEDERAL RESERVE BANK - JACKSONVILLE BRANCH  
CASH SERVICES DEPARTMENT**

**IMMEDIATE ATTENTION REQUIRED**

**December 10, 2009**

**HOLIDAY SCHEDULE FOR Christmas 2009**

**Attention: Operations Officer and Head Teller**

The Christmas Day Holiday will be observed **Friday, December 25, 2009**. Please follow the schedule listed below when requesting currency and coin and scheduling your shipments for the above week.

<b>NORMAL ORDER DAY</b>	<b>HOLIDAY ORDER DAY</b>	<b>CARRIER PICKUP &amp; CHARGE DATE</b>	<b>*HOLIDAY DELIVERY</b>	<b>*DEPOSIT RECEIVED BY FRB</b>
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WEDNESDAY	12/23/09	NO CHANGES TO YOUR NORMAL ORDERING SCHEDULE			
THURSDAY	12/24/09	WEDNESDAY 12/23	THURS 12/24	MON 12/28	TUES 12/29
<b>FRIDAY</b>	<b>12/25/09</b>	THURSDAY 12/24	MON 12/28	TUES 12/29	WED 12/30
MONDAY	12/28	NO CHANGES TO YOUR NORMAL ORDERING SCHEDULE			
TUESDAY	12/29	NO CHANGES TO YOUR NORMAL ORDERING SCHEDULE			
WEDNESDAY	12/30	NO CHANGES TO YOUR NORMAL ORDERING SCHEDULE			

\*Due to varying arrangements between financial institutions and their armored carrier, please confirm these deposit and delivery dates with an armored carrier representative.