

Date

Bank Contact  
Bank Name

Dear <Bank Contact>:

The Federal Reserve operates a currency quality monitoring program to ensure that currency in circulation remains fit for commerce. As part of this monitoring program, the Federal Reserve periodically samples banknotes from circulation through a currency quality sample, to assess note quality and estimate the overall quality of currency in circulation. This year, the Federal Reserve plans to conduct its sample in **April 2026** to conduct time-series analysis that aligns with the historic data. **Your institution has been selected to participate in the 2026 Currency Quality Sample Survey. Please confirm your participation by March TBDth.**

To participate, we request that your institution (or your outsourced armored carrier, as applicable) send your local Federal Reserve office a separate sample deposit for each selected endpoint<sup>1</sup>, composed of three bundles (3,000 notes) *each* of the \$1, \$5, \$10 and \$20 denominations **between March TBD<sup>th</sup> and April TBD<sup>th</sup>**, for a total of 12 bundles (12,000 notes) per selected endpoint. Unfortunately, we will not be able to accept partial sample deposits. Please obtain the sample notes from deposits made by your commercial customers before the notes are subjected to any type of fitness sorting.

For each zone in which your institution submits a complete sample (three bundles of each denomination) by the **April TBD<sup>th</sup>** deadline, **your institution will receive a zone-wide waiver for all cross-shipping fees incurred during the week of May TBD<sup>th</sup>**. In addition, the Federal Reserve will also waive any UCAP fees associated with the deposit(s) of sample notes, provided the samples include three bundles (3,000 notes) of each requested denomination.

The instructions for gathering and sending these sample notes are attached. They are designed to ensure that we receive a random sample of notes from your deposits (and thus a random sample of currency in circulation). If you have outsourced your currency operations to an armored carrier, please provide them with these instructions so that they can gather and send the sample notes on your behalf. **In order to ensure a random sample, we cannot accept samples from substitute endpoints.**

Thank you in advance for your participation in this important process. If you would like any clarification or you have additional questions, please feel free to contact me at <FR Office Contact email address>.

Sincerely,

<FR Office Contact

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<sup>1</sup> Each Reserve Bank will receive a list of institutions to contact and solicit participation from for annual currency sampling. The number of endpoints may vary for each institution based on location or armored carrier.

PAPERWORK REDUCTION ACT NOTICE

This request is authorized by law (12 U.S.C. §248) and is voluntary.

Public reporting burden for this collection of information is estimated to average 0.5 hours per response, including the time to gather and maintain data in the required form and to review instructions and complete the information collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Secretary, Board of Governors of the Federal Reserve System, Washington, DC 20551; and to the Office of Management and Budget, Paperwork Reduction Project (7100-0332), Washington, DC 20503. The Federal Reserve may not conduct or sponsor, and an organization (or a person) is not required to respond to a collection of information unless it displays a currently valid OMB control number.