

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

Accts. Depts. HCO POLICY LETTER OF JULY 17, 1962  
HCO Secs.  
Assoc. Secs.

ACCOUNTS: BANK CHARGES ON REMITTANCES

Orgs remitting 10%'s to WW by bank draft or credit transfer must bear the cost of transmission and any bank charges.

E.G. Melbourne's 10% for week = Australian £100 - which is equivalent to £80 - British Sterling. Bank charges amount to £1 - British Sterling. WW must actually receive £80 - and not £79 (i.e. British Sterling equivalent less charges).

WW must receive the exact equivalent of the Orgs 10%, and not this amount less bank charges.

This policy letter is effective on receipt and is not retroactive.

Central Organizations routinely bear HCO's costs in postage, mailing, telex, telegraph, cable and equipment, and should bear as well, cost of transmission of funds as a routine administrative cost.

Issued by: MIKE RIGBY  
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Accounts WW

for L. RON HUBBARD

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