



MANUAL SUPPLEMENT

Establishment of the Cincinnati and Dallas Regional Service Centers

There are hereby established, effective January 1, 1963, the Cincinnati Regional Service Center and the Dallas Regional Service Center.

These Centers, organizationally identified as the Cincinnati Regional Service Center and the Dallas Regional Service Center, will be supervised, directed, and operated as provided in IR-Manual Subsection 1117, pending issuance of further instructions. Subsection 1117 will be amended to reflect these organizational changes.

The organizational designations given above are to be used in correspondence and internal management documents. Since neither center is located in the same city as the regional office, for public information purposes these centers may be designated as "Regional Service Center, Covington" and "Regional Service Center, Austin."

The building signs should be in the following style:

Internal Revenue Service
Regional Service Center

The letterheads used by the centers should be printed as follows:

Internal Revenue Service
Regional Service Center
Austin, Texas

Internal Revenue Service
Regional Service Center
Covington, Kentucky

Bertrand W. Harding
Deputy Commissioner