

THE UNIVERSITY OF KANSAS  
LAWRENCE

BUSINESS OFFICE

KARL KLOOZ, BURSAR

September 1, 1937

Dr. F. C. Allen  
Department of Physical Education

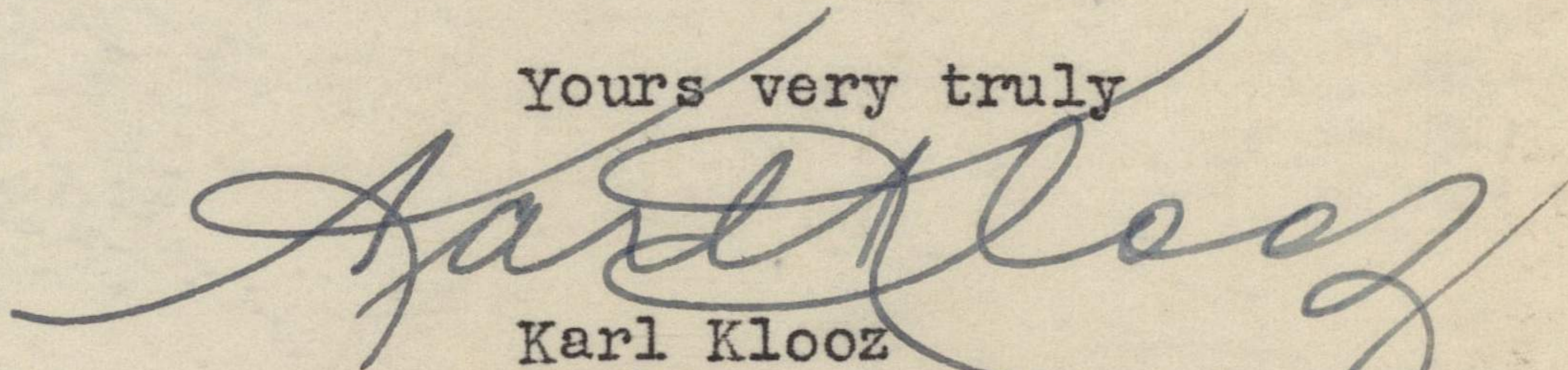
To the Coach Addressed:

Because of our very acute financial condition and since the Board of Regents have appointed myself as Business Manager of Athletics responsible for all financial matters and the need for following good accounting practices, hereafter no financial obligation will be considered against the Corporation unless there first has been a requisition issued covering same.

Please place in the hands of Mr. Falkenstein all purchase requests. He will see that the purchase has proper approval and will issue the requisition when approved.

Thanking you for your cooperation in this matter,  
I am

Yours very truly



Karl Klooz  
Business Manager of Athletics

KK:g