

J. A. MERMIS,  
BUSINESS MANAGER

MARK KROUCH,  
ASST. BUSINESS MANAGER

STATE OF KANSAS

OFFICE OF  
STATE BUSINESS MANAGER  
STATE HOUSE  
TOPEKA

WALTER A. HUXMAN,  
GOVERNOR

September 30, 1938

Mr. Forrest C. Allen  
Director of Physical Education  
University of Kansas  
Lawrence, Kansas

Dear Mr. Allen:

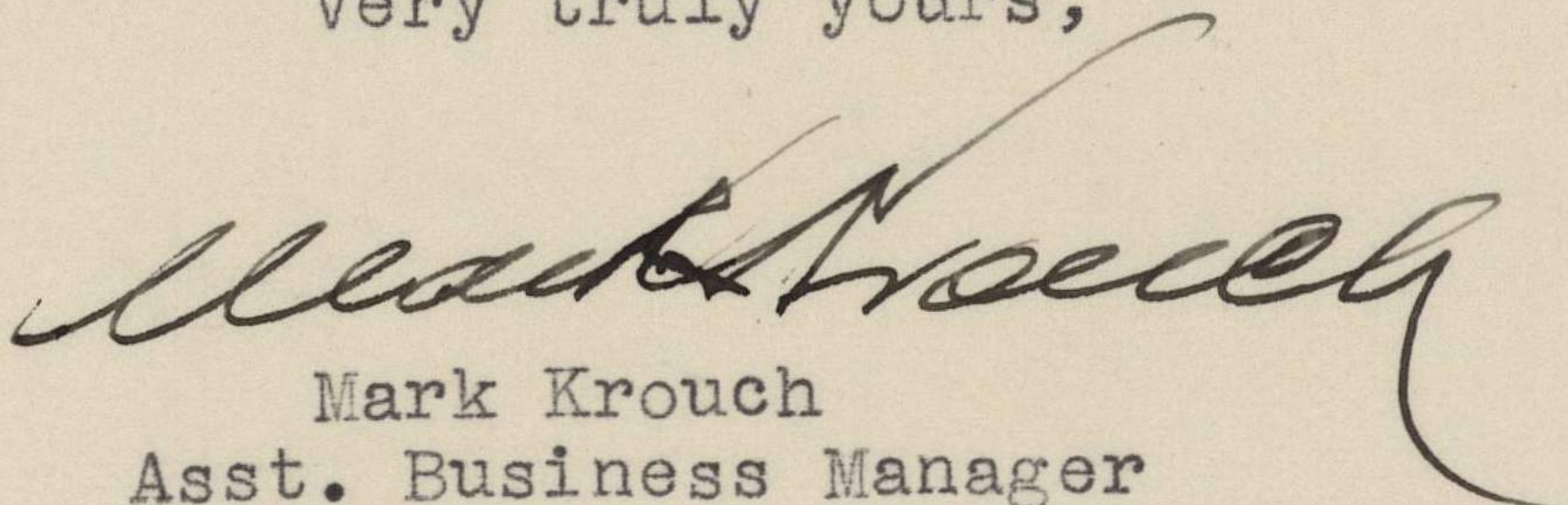
We have a copy of the letter written Mr. Klooz regarding the manner of purchasing and the quality of the athletic supplies for your department.

We are glad that this has been called to our attention and appreciate the fact that special care must be exercised in the selection of equipment for a class such as yours.

In the future and until otherwise instructed, it will be agreeable with this office that you make your own selection of athletic supplies. Send in your Purchase Request made to the firm or firms you desire the supplies to be bought from, together with a reference to this letter. Please be sure that prices indicated on the Purchase Request are the net state cost.

Trusting this arrangement is satisfactory with you, I am,

Very truly yours,

  
Mark Krouch  
Asst. Business Manager

MK:G

CC: Karl Klooz