

October 14, 1938.

Toledo Scales, Sales and Service,
1404 Walnut St.,
Kansas City, Mo.

Dear Sirs:

We are sending today by the Lawrence Transfer Company's truck the Toledo scale from the men's gymnasium at the University of Kansas for repair. This item is covered by our Purchase Order Voucher No. 669.

If you will notify us when the scale is ready to be returned we shall arrange to have the Lawrence Transfer pick it up.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.