

May 25, 1940.

Mr. Rudolf P. Wiens,
Camp Wood,
Elmdale, Kansas.

Dear Mr. Wiens:

Thank you for your kind letter of the 22nd instant. You may count on me for Tuesday, May 28th, and I will try to arrive in time for the 9 o'clock meeting.

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,
Varsity Basketball Coach.

The University of Oklahoma
Norman, Oklahoma

INTERCOLLEGIATE ATHLETICS

Coach Phog. Allen
Dept. Athletics
University of Kansas
Lawrence, Kansas.

Dear Phog:

I have intended writing you for some time but have been kept so busy with these little fellows down here that are out for spring practice I haven't had much of a chance.

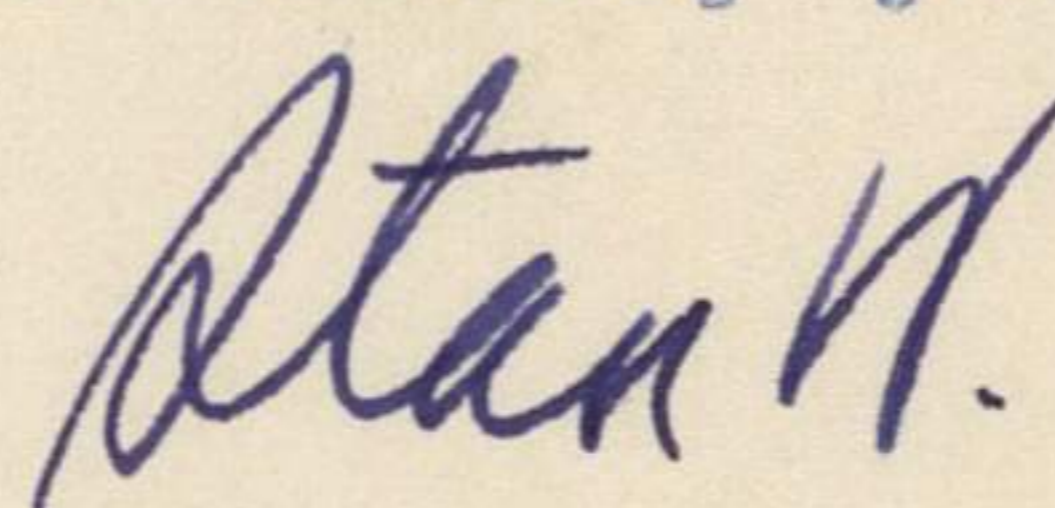
Mrs. Williamson and I went into Oklahoma City and saw your game with Oklahoma A & M. We enjoyed it more than any game we have ever seen. It goes down in our books as the best game of basketball we'll probably ever see. Needless to say we were all for Kansas that evening. Your game with the University of Southern California didn't make us mad either, so accept our humble but sincere congratulations for your wonderful season. You sure are doing and have done a wonderful job of coaching at the University of Kansas. I might admit to you whether you like it or not, that I have always hoped that someday I might be as fine a coach in football as you have in basketball. I am sincere when I say this.

I like my new job very well. Hated to leave Kansas and all the fine friends friends in that state but I guess it's for the best. Tom Stidham is a fine coach and friend, easy to work for. The material for next fall will be awfully green but they wont lack for size. We only lose five off a squad of sixty next fall so we should be back there in 1941.

I appreciated the conversations I had with you during the period I was 'out of work' and want to thank you for the encouragement you gave me. Believe you me it sure makes one feel good at a time like that.

Congratulations again and I hope that I will get to see you at the Big Six meeting at Lincoln next week.

Sincerely yours,



Stan Williamson
Head Line Coach.

May 27, 1940.

Dr. John K. Woodhull,
Coronado Bank Bldg.,
Coronado, California.

Dear Doctor John K.:

Please do not feel that because I failed to answer your two fine congratulatory messages that I appreciated any the less your greetings and kind words. It was awfully good to hear from you, but since I had the management of the Big Six play-off, the Missouri Valley play-off, the Western play-off and the National Championship game, in addition to my coaching duties and my administrative work, I failed to promptly answer your greetings.

In running through my files I find many communications that I should have answered, and am doing them gradually.

I am indeed happy that everything is fine with you and that practice is improving. I trust a few days for golf makes the Woodhull's very contented with Southern California. I see a number of your good friends at the Country Club and I tell them that I have heard from you and that you would like to be remembered to all of your good friends. A great number of people mentioned to me that they took treatments from you but since you have gone they rather neglected the treatments that they had had heretofore.

My kindest regards and best wishes to your good family.

Cordially yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

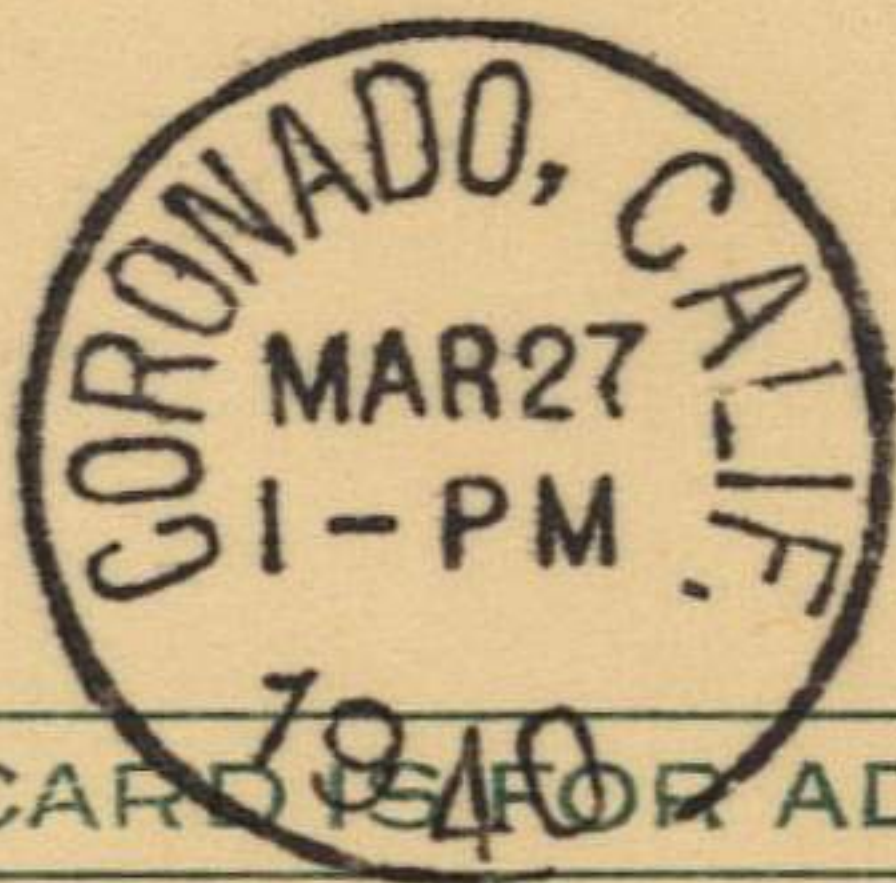
FCA:AH

DR. JOHN K. WOODHULL

— OSTEOPATHIC PHYSICIAN —

CORONADO BANK BLDG.

CORONADO, CALIFORNIA



THIS SIDE OF CARD IS FOR ADDRESS

Dr. Forest C. Allen
800 Louisiana St.
Lawrence, Kansas.

May 27, 1940

Dear Dr. Allen:- Just a scribble to congratulate you on your wonderful record so far and to wish you every possible success and good luck this Saturday night. I have followed your team each week and will pray for you against Indiana!

Everything fine here. Warm sunny days, practice improving each week and we are so very happy and contented with So. California. My very best to Mrs. Allen and to any one else who remembers me there. Your sincere friend Jack Warfield.

ADA HIGH SCHOOL

REX O. MORRISON, PRINCIPAL
MARY ANN KELLY, REGISTRAR

ADA, OKLAHOMA

May 30, 1940

Dr. F. C. Allen
Director of Physical Education
University of Kansas
Lawrence, Kansas

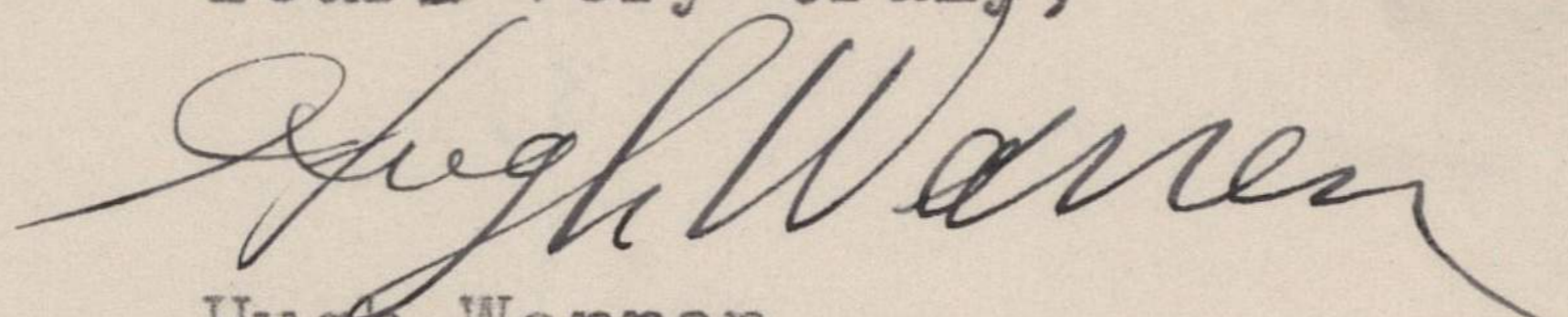
Dear Sir:

I did not know of your out of state tuition fee, and I can see that it causes a hardship upon out of state boys. You were right in that both boys have to work their way through school. We have a teachers college here and of course if they have to pay their way they would go here.

I suppose that both of them will go to Oklahoma University or Oklahoma A. & M. If they cannot go to your school.

Thank you for your interest in these boys.

Yours very truly,



Hugh Warren
Basketball Coach
Ada High School

May 31, 1940

Mr. Holcombe Ward
President, U. S. L. T. A.
120 Broadway
New York City

My dear Mr. Ward:

Your letter of May 27 to former Chancellor
Lindley has come to my attention as his successor.

I am turning your letter over to Dr. F. C.
Allen, chairman of our department of Physical Education,
who will, I am sure, be glad to write you.

Sincerely yours,

R

Deane W. Malott,
Chancellor

HOLCOMBE WARD
PRESIDENT
NEW YORK, N.Y.

JOSEPH W. WEAR
1ST VICE PRESIDENT
PHILADELPHIA, PA.

LAWRENCE A. BAKER
2ND VICE PRESIDENT
WASHINGTON, D.C.

GORDON E. SMALL
SECRETARY
CINCINNATI, O.

RUSSELL B. KINGMAN
TREASURER
ORANGE, N.J.

United States Lawn Tennis Association

EDWARD B. MOSS
EXECUTIVE SECRETARY
NEW YORK CITY



CABLE ADDRESS
"USLAW TENNIS" NEW YORK
A.B.C.-BENTLEY CODES

120 BROADWAY
New York City

May 27, 1940

Chancellor Ernest H. Lindley
University of Kansas
Lawrence, Kansas

Dear Chancellor Lindley:

May I direct your attention for a moment to the value of tennis in your athletic program?

Tennis is a sport which develops self-control, courage and determination, and at the same time emphasizes fair play, consideration towards one's opponent, and good sportsmanship. Tennis is a sport in which a large percentage of your students can participate and can continue to play throughout middle age. Tennis can be developed economically on college courts without interfering with studies.

The United States Lawn Tennis Association is interested in cooperating with college authorities to stimulate interest in the game, and our services are offered without charge, whenever we can be of help.

Some colleges have asked for our cooperation in holding Tennis Clinics for one, two, or three days at which the college coach gives instruction in the essential strokes to schoolboys within a radius of perhaps 50 miles of the college. The enclosed Service Bulletin tells, in some detail, about the Tennis Clinic and if our Association can be of service in this, or in any other way to develop interest in the game, we shall be glad to hear from you.

Yours very truly,

Holcombe Ward

Holcombe Ward
President, U.S.L.T.A.

HW/ff
Enc.

*Get. transfer to
Chy
Allen*

U.S.L.T.A. SERVICE BULLETIN

United States Lawn Tennis Association, 120 Broadway, New York

No. 28

November, 1939.

SCHOOLBOYS NEED TENNIS COACHING

The Junior Davis Cup system of training, adopted three years ago, has proved such a success in 28 large cities, that the U.S.L.T.A. is extending the benefits of this coaching in tennis essentials to larger groups of younger boys in smaller cities. By means of Tennis Clinics and Preparatory Squads, information, advice and instruction in strokes, tactics, court manners and sportsmanship will be provided for the schoolboy and his tennis coach in a limited number of cities where courts and officials are available and interest warrants. Several of these coaching programs are outlined in the following pages. All who are interested are invited to write the U.S.L.T.A.

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THE TENNIS CLINIC ON CLUB COURTS

The Tennis Clinic, as its name implies, provides free, expert instruction in tennis essentials for schoolboys and girls, diagnosing their faults and prescribing corrective treatment; offers also, information, advice and cooperation to their tennis coaches.

For the benefit of clubs, sectional and district associations wishing to hold Tennis Clinics on club, school or public park courts, one successful Clinic is described in some detail:

The Westchester Tennis Clinic, organized by the Eastern L. T. A., provided two days of group instruction for boys and girls within a radius of about 75 miles of the Quaker Ridge Golf Club, who generously gave the use of their 4 courts and club facilities. About 130 boys and girls attended the first day, and 150 the second day. The cost to the club was approximately \$50, most of which was due to the cost of the buffet luncheon on the two days, which was served outdoors for the children and their parents at a charge of 50¢ each. All of the officials, players and coaches gave their services.

Morning session, first day. In opening the Clinic, Mr. Richman Proskauer, Chairman of the Club's Tennis Committee, welcomed the visitors and introduced the Chairman of the Eastern L. T. A. Junior Development Committee, Mr. V. A. Ely, who briefly explained the purpose of the Clinic to the boys and girls who were seated on chairs placed in front of the first tennis court.

Mr. Alfred H. Chapin talked for about ten minutes on the different types of forehand drives and then asked four students to go out on the first court and rally with each other. While the other students were watching, he explained to the playing students what their faults were. Then twelve other students were placed on the other three courts with an instructor for each court. Each four students had approximately five minutes' instruction and were then replaced by four others. This continued until as many students as possible could be given lessons in the time allotted, which was one hour.

At 12:30 a simple buffet luncheon was served at a charge of 50c. Tables and chairs were arranged outdoors.

Afternoon session. After luncheon, the classes were resumed. Mr. Jess Baker, the Club Professional, described and demonstrated the backhand drive to the entire class. Mr. Francis X. Shields described and demonstrated various types of serve and Mr. Vincent Richards, the volley.

Mr. Robert C. Hynson conducted a general discussion of the day's work ("Information Please") and gave a prize of a year's subscription to "American Lawn Tennis" to the student who asked the best question.

This ended the first day of the Clinic and the children returned to their homes in Westchester, New Jersey and Long Island.

Morning session, second day. Mr. Walter L. Pate, Captain of our Davis Cup Team, talked to the students on Singles Match Play.

Mr. Mercer Beasley, Princeton University Tennis Coach, talked on the strategy of the game and explained the method followed at Princeton to teach stroke control and preparation for an advance to the net; the court being divided into different numbered areas, the numbers being painted on black tin discs about eight inches in diameter, placed on the court in their respective positions. (See Service Bulletin 26 for descriptive diagram.)

A Singles tournament was started for those who wanted to play, all matches being two out of three **games** except the finals which were one set. 48 boys played in one tournament and 36 girls in the other tournament. The matches were umpired by the students under the supervision of Mr. Benjamin H. Dwight and Mr. Harold Lebair. Practically every student had an opportunity at some time to learn how to umpire properly.

Afternoon session. After luncheon, Mr. Samuel Hardy gave an interesting talk on match play in Doubles. Mr. Lebair talked about umpiring and lining a match and there was a one set exhibition mixed doubles match between well known players. All umpiring and lining was done by the students, supervised by Mr. Dwight and Mr. Lebair.

Dr. F. Dean McClusky, Director of Scarborough School, spoke briefly on court manners and sportsmanship, and then the finals of the Girls' Singles (one set) was played; then the finals of the Boys' (one set). Students umpired and lined both matches.

In conclusion, Mr. Ely gave a brief resume of what had been accomplished in the two day Clinic.

The boys and girls and their parents were **very enthusiastic** and urged that other Clinics be held. It is hoped that other clubs in different districts will make application to hold Tennis Clinics, possibly during or preceding their Junior tournaments.

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THE TENNIS CLINIC ON COLLEGE COURTS

The college campus provides an ideal location for the **Tennis Clinic** because the boys from nearby schools not only acquire some knowledge of tennis and its high standards of sportsmanship, but also, absorb some of the atmosphere and ideals of the college where the Clinic is held. As a result, the boys return to their homes and schools with a better foundation on which to improve their game, with increased goodwill towards the institution, and with a better understanding of the educational, cultural and social advantages which the college offers to the boy who is able to continue his education. Due to the increased interest in tennis nationally, the game is playing a more important part in college athletic activities and in some, tennis is by far the most popular sport.

The standard **Tennis Clinic** which the **U.S.L.T.A.** sponsors at **Presbyterian College, Clinton, S. C.**, provides three days of coaching in tennis essentials for schools in three southern states. This Clinic has developed such high standards of efficiency that it now serves as a model for other colleges who wish to provide similar coaching for schools in nearby cities or adjacent states. The program, which is outlined below may be adapted to the individual requirements of other colleges, universities and boarding schools. This extension of the **Tennis Clinic** movement nationally is due to the generosity, inspiration and enthusiasm of the President of the College, Dr. William P. Jacobs, himself an ardent tennis player, who originated the idea several years ago, offered it to the **U.S.L.T.A.** for further development and now heads the **U.S.L.T.A. Tennis Clinic Committee** which sanctions properly supervised Clinics and cooperates with the college authorities in organizing them.

Two forms of Clinics suitable for the University, College or Boarding School, which have proved successful, are as follows:

(a) **The three day clinic**, as developed at Presbyterian College, provides expert coaching for about 150 boys from high schools and prep schools in North Carolina, South Carolina and Georgia. The boys and their school coaches are guests of the college, live in the dormitories, eat in the dining hall. Group instruction on the courts is given by eight competent players, some of whom are coaches in neighboring colleges or clubs and others of whom are U.S.L.T.A. officials, all of whom give their services. Each member of this tennis faculty teaches one specific stroke or tactics. Each student is provided with the Clinic textbook, "Tennis Essentials". In the college gymnasium or classroom, tennis films are shown, talks are given on strategy and tactics, court manners and sportsmanship, the best way to practice, umpiring a match, the Junior development program of the U.S.L.T.A., etc. Information and advice on coaching is provided for the school coaches separately. For full details of the way to organize such clinics, write for the Tennis Clinic Booklet.

(b) **The one day clinic**, a more recent development, enables the college to provide a simple, inexpensive day's coaching for individual schools. Leading schools in the Carolinas and Georgia are invited by the college to select one day for a Tennis Clinic which is devoted exclusively to their own players. The visiting school players provide their own transportation and the tennis balls; the college provides the coaching and luncheon for the boys. The college coach, assisted by the more advanced members of his Varsity team, coach the boys on the courts. Brief talks, discussions, questions and answers. Further details of this program on request.

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THE TENNIS CLINIC ON PUBLIC PARK COURTS

In cities which do not provide instruction for beginners, the Tennis Clinic serves a useful purpose. In one of the St. Louis public parks, free group instruction was provided for some 500 public school boys and girls by the Triple A Club. Each of the six weekly lessons was devoted to instruction on one particular stroke, and at the last session Mr. Vincent Richards, former Davis Cup player, lectured to the class and then played an exhibition match. About twenty leading amateur players of the district gave their services as instructors, seven or eight attending each day. The only cost was for printing and postage, (\$28). Details of these lessons were given in Service Bulletin No. 16. Park authorities who are interested are invited to write to the U.S.L.T.A.

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CLINIC FOR HIGH SCHOOL COACHES

A two day clinic for school coaches in the Philadelphia district was unusually successful. Demonstration of the essential strokes, practice with the coaches, and talks on tactics were provided by well known college experts,—Mr. Wallace F. Johnson, former Davis Cup player and now coach of the University of Pennsylvania tennis team, and Mr. Norman Bramall, coach at Haverford College.

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JUNIOR DAVIS CUP PREPARATORY SQUADS

The J. D. C. Preparatory Squads extend the Tennis Clinic program in modified form during the tennis season to the more promising players in the smaller cities, and prepare boys who may later become candidates for a Junior Davis Cup Squad. In the Carolinas for example, eight Preparatory Squads in the active tennis centers serve as feeders for the Junior Davis Cup Squad of the Carolinas. The J. D. C. Coach visits these Preparatory Squads, coaches them occasionally, and selects the most promising boys for further coaching on the Junior Davis Cup Squad at Clinton, S. C.

Junior Davis Cup Preparatory Squads may be organized on the courts of clubs, schools, colleges or parks, provided authorization is first received from the U.S.L.T.A. Application to form such a squad should be made to the chairman of the Junior Tennis Development Committee, U.S.L.T.A., Mr. Wm. Matson Tobin, 332 So. Michigan Ave., Chicago, who thus describes the program of the typical Preparatory Squad:

Organization. This particular branch of our Junior Development Program should, as far as possible, be confined to boys of the ages of twelve to eighteen years. In choosing players for the squad, not only playing ability, but willingness to practice and to conform to the training rules should be considered. It is generally conceded that boys of good scholastic standing more readily assimilate facts and apply themselves to the game just as they have to their scholastic work.

Before the squad has been formed, definite plans for instruction, practice and competition should be mapped out to cover the entire season. There should be at least one period of instruction and one period of practice each week. Wherever it is possible to see good tennis play, arrangements should be made with the tournament committee to permit the squad to attend as guests or at reduced admission fees. An older person who has leisure time and who is interested in the development of junior tennis makes an excellent captain. At the end of the season the U.S.L.T.A. awards a small pin to the outstanding member of each Preparatory Squad upon the recommendation of the captain.

Instruction. It is often possible to secure the services of a good professional at a reasonable rate to conduct classes on a certain day each week. Each instruction session should be devoted to a particular stroke or shot. Normally it takes about eight class sessions to cover the fundamentals. Suggestions as to the proper amount of rest and food should be given along with the sportsmanship of the game, both on and off the court. Too much stress cannot be laid on court demeanor during the playing of a match.

Practice. Wherever possible practice sessions should be arranged with older and more experienced players. By practice we don't mean simply hitting the ball back and forth. The ball should be put into play by a serve and the older person's shots so played that the youngster can work on one particular shot at a time until he has the shot under control. In these practice sessions the opponent should play to the younger player's weakness. It is not advisable to keep score as there is a tendency to play the shot as he formerly played it in order to win the point, and not try to use the proper stroke. Squad members should practice a couple of times a week with different players. In this way, they will come up against the various styles of play which they meet in later years.

Inter-Squad Matches should be arranged between squads within the district or section, and matches should be played with teams from other clubs. The whole purpose of instruction and practice is to develop play, and matches of this kind materially help in holding interest and keeping the junior program from becoming tedious. Shortly after a match has been played, the squad should have a real "skull practice" session. By this we mean that each boy should be asked to tell why he either won or lost. This tends to make the player a little introspective and he will learn to analyze his own play and that of his opponent.

* * * * *

JUNIOR WIGHTMAN CUP PREPARATORY SQUADS

J. W. C. Preparatory Squads for girls may be organized in the smaller cities along similar lines to the boys' squads, if authorized by U.S.L.T.A. Application to form J. W. C. Preparatory Squads should be made to Mr. Wm. Matson Tobin, Chairman Junior Tennis Development Committee, U.S.L.T.A., 332 So. Michigan Ave., Chicago, Illinois.

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The series of articles on Strokes and Tactics for the Schoolboy and his Tennis Coach will be continued in next year's Service Bulletins.

July 20, 1940

Miss Maxyne Jo Woody
Barnard, Kansas

Dear Maxyne:

Yes, I was surprised and glad to know that you are doing a full man's job. I always knew you could do it, and I will bet you are having a swell time on your Daddy's farm. I do not know whether Helen's intake of calories is sufficient for her to do that work or not, but I'll bet on you. Your work sounds very interesting.

Yes, indeed, it will be a great pleasure to work with Bob and the other Phi Psi boys to see that Warren Blair gets good fraternity dates from the Phi Kappa Psi's and I will also, if you wish, make arrangements for other fraternities. You are such a personable individual that I presume you have written a number of lodge representatives to give Warren dates. If you have not, you write me again and I will contact the Sig Alph's, Beta's, Phi Gam's, or Sigma Chi's or any that you desire especially for him to have dates. You make your preferable list of fraternities and I will arrange with the younger set around here to give him a good go.

I can do this conscientiously, because I met Warren with his father last May at Beloit, Kansas. I was on my way to Hill City for a commencement address and stopped to get a drink at the drug store when I met Dr. Wardy Wetner. While talking to Dr. Wetner he saw Warren Blair and his dad and signaled for them to come over. We had a nice visit and I was much attracted to Warren by his splendid mannerisms and his fine physique. When I returned to Lawrence I told Vic Hurt and Gwinn Henry that I had met one real football prospect and then Vic told me that he was out at Barnard or Beloit and saw Warren crossing the street. He just yelled at him, "Hey, young man." He was looking for football prospects and because Warren looked so apt as a football prospect he wanted to talk with him, so you see the boy has good looks and a fine physique.

It will be a pleasure for me to do anything I can for Warren or for your family. Please say "hello" to the Woodies for me. I will await your reply before I make further arrangements for Warren.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg

July 29, 1940.

Miss Maxyne Jo Woody,
Barnard, Kansas.

Dear Maxyne:

I will at once contact the necessary boys in Phi Psi, Phi Gam and Sigma Chi, and see that Warren gets the rush that he is deserving of. I note that Warren already has Sig Alph and Beta dates, so it will not be necessary to do anything about that.

Warren should make a fine record at the University of Kansas. His physique, mentality and personality should insure that, together with the advice and help that he will get from his Woody relatives and his friends here on the campus. Tell him to be sure to drop in when he comes for his first call on the campus.

With all good wishes, I am

Very sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH

Barnard, Kan.
July 25, 1940

Dear Mr. Allen:

I was delighted to receive your grand letter.

It was certainly nice of you to offer me your assistance with Warren's dates. Yes, I've been trying to help him, but my results haven't been too good. Having known the older boys, I have had to take the long way around.

Warren has Sig. Alph. and Beta dates. I would be obliged if you could arrange some Phi Psi, Phi Gam, and maybe Sigma Chi dates. That should be more than enough for him to visit.

He's pretty young and pretty green. I find I'm not so hot, either, when he asked me all about rush week. The fraternities and sororities do this differently, so I'd love to learn with Warren.

Thanks so much for your kindness. You certainly are a grand person.
Best regards,
Maxine J. Hardy

August 3, 1940

Mrs. Ralph F. Wilps
1217 Penn Avenue
Jeannette, Pennsylvania

Dear Anna:

I have just written to your good father to thank him for the announcement regarding the wedding of you and Mr. Ralph L. Wilps.

I visited with Mike and he told me that Mr. Wilps was his roommate when he was in Pittsburg. I am very sure that the culmination of this romance has been a most happy one, and I wish to congratulate you and your husband and wish for you and yours all the health, wealth and happiness that may come to you both.

I have always enjoyed my visits to Jeannette and prize the friendship of the Getto's.

With all good wishes to you and your good husband, I am,

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg

Mr. Michael Getto

announces the marriage

of his daughter

Anna Flora

to

Mr. Ralph F. Wilps

on Tuesday, the thirtieth of July

nineteen hundred forty

Jeannette, Pennsylvania

At Home After

August Tenth

1217 Penn Avenue

Jeannette, Pennsylvania

August 6, 1940.

Miss Maxyne Jo Woody,
Barnard, Kansas.

Dear Maxyne:

I am enclosing Bob's date card for Phi Kappa Psi for Warren Blair. Not knowing Warren's dates, I thought he would want to fill this in and send it back.

I am getting in touch with Chain Healy, of Phi Gam, right away and will have him send Warren a rush card. I will also talk to some of the Sig Alphas.

Very sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH

August 6, 1940

Mr. Larry Winn
5808 Central
Kansas City, Missouri

Dear Larry:

I am sending you a copy of a letter from John W. Ballard. I thought perhaps you might want to keep up on the progress that his son, Jack, is making toward Kansas and toward Missouri.

It was fine of you to entertain us in Kansas City, and I will thank you further if you will convey this information to Leo Brady and Verne Wilkins.

My appreciation and thanks to you.

Fraternally,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
Enc.

THE SALINA JOURNAL

Member Associated Press

SALINA, KANSAS

Sixty-Ninth Year

Aug. 9, 1940.

Dr. F. C. Allen,
Lawrence, Kansas.

Dear "Phog":

I have your letter concerning Mrs. Josephine Sams and also your later letter referring to Ernest Davis.

I know Mrs. Sams and feel that she would make a competent teacher for our school system. The position for which she is an applicant has not been filled and she is being given consideration for the place. I have not met Ernest Davis but his recommendations are all of high quality. I was glad to get your letters concerning these two applicants, Phog, because you have first hand knowledge of their work. Davis is following a good man in our system but I believe that he will make a fine record here.

Bob has spent the summer out in Bryce Canyon in Utah where he has been working for the Union Pacific in one of their resorts. He has enjoyed his work immensely and will be coming home in a couple of weeks in top condition for the school year. Since he is business manager of the Jayhawker this year, I do not know how much time he will have for basketball. He has enjoyed and profited by the work he had with you during his first two years.

With kindest personal regards, I am,

Yours sincerely,

ECW:c

Earl C Woodward

August 20, 1940

Mr. L. C. Whiffen
612 W. Clybourn Street
Milwaukee, Wisconsin

Dear Mr. Whiffen:

Enclosed please find money order
in the amount of \$10.31 in payment of invoice
No. 5892 for 1 Bow Kit #4.

Sincerely yours,

Secretary to Dr. F. C. Allen

Enc.

July 1, 1940.

Mr. L. C. Whiffen,
612 W. Clybourn St.,
Milwaukee, Wisconsin.

Dear Mr. Whiffen:

Thank you for your promptness in filling our recent order for one dozen hickory bows. We have not, as yet, received your bill for this order, and should like to get it paid as soon as possible.

We are returning four of the bows included in this order which were chipped at the ends. Will you be kind enough to replace these four bows for us?

Also, we should like to order an additional dozen bows of hickory, to be sent at your earliest convenience. Our University students are becoming very enthusiastic over the sport.

Thanking you for your courtesy, I am

Very sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

June 22, 1940.

L. C. Whiffin Co.,
Milwaukee, Wisconsin.

Dear Sirs:

Mr. E. P. Davis, of Goshen College, Indiana, is here at the University of Kansas taking graduate work this summer, and is assisting us with archery in our recreation program.

Mr. Davis requests that we order from you one dozen five-foot hickory bows, eighteen to forty pound pull. On receipt of your bill we will be glad to reimburse you.

Very sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

PACKING ORDER

L. C. WHIFFEN CO., Inc.

828 West Clybourn Street
MILWAUKEE, WIS.

Date June 24, 1940

Mr. Forrest C. Allen

Dept of Physical Education
University of Kansas
Lawrence, Kansas

Paid	Charge	C.O.D.	Will Call
	/		

Delivery Promised

The materials in this package have been checked by _____

Number	DESCRIPTION	Price	Total
1	Bow Kit #4 Prepaid parcel post	9.75 + 70. postage <hr/> 10.45	
<u>12 Bows</u>		money order sent 7/12/40	

McE. Davis

NOTICE: When unpacking please CHECK contents carefully.