

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

February 24, 1941

Dr. F. C. Allen
University of Kansas

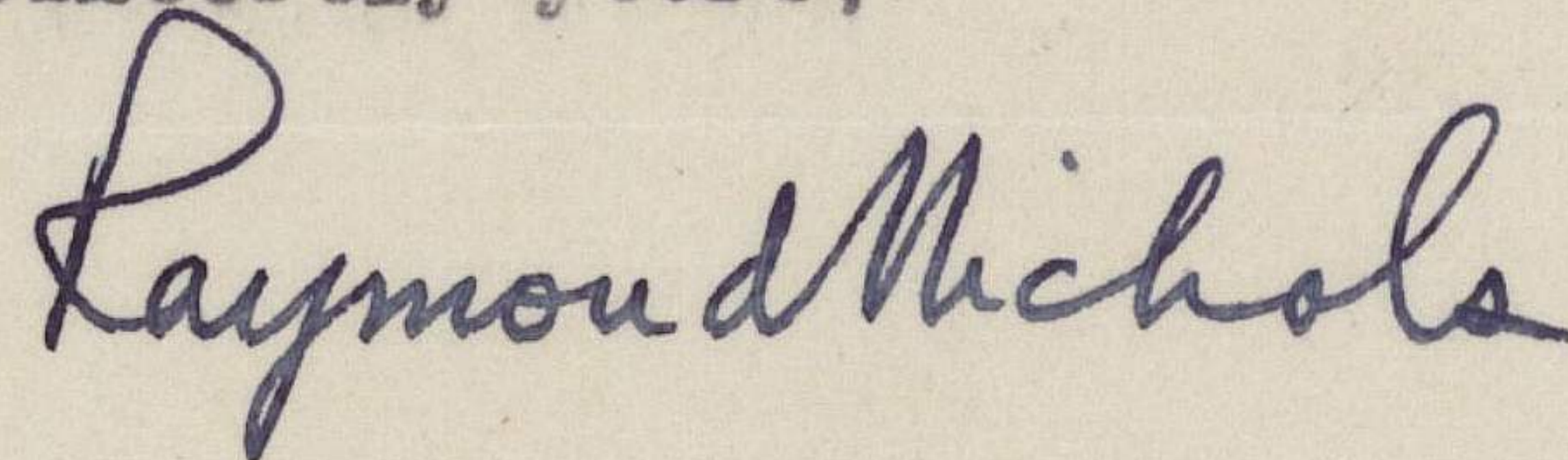
Dear Dr. Allen:

As we approach the time when contracts for next season's entertainments are made, I want to ask your cooperation in making every possible effort to avoid conflict in dates. We have endeavored to maintain a central place of booking in this office, and if you will check with our calendar before commitments of any sort are made as to dates, I am sure that we can avoid conflicts.

If you find it necessary to suggest possible dates in negotiations, we should be glad to hold them tentatively if you will call us in advance. Any date finally agreed upon should be checked with us, of course.

The making up of a calendar that will avoid congestion in the more popular seasons is difficult, but with the cooperation of all persons concerned I am sure that we can achieve this goal.

Sincerely yours,



Executive Secretary

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