

July 20, 1939.

Mr. Robert Cooper,
315 W. 2nd Street,
Washington, Kansas.

Dear Bob:

I am enclosing vouchers for you to sign in triplicate in order that you may be paid for your last month's work here in the Towel Room. I had your name on the June payroll, but learned that you had failed to sign it before you left for the summer, and for that reason there has been a delay in getting the matter cleared up. If you will sign the vouchers where I have indicated with a pencil mark, and return them to me at once, this will take the place of signing the payroll.

I would suggest that you drop a postcard to the University Business Office asking them to mail your check to you when they receive it. I am sure they will do this if they have your address.

I hope you are having an enjoyable summer, and that we will see you again in September.

Sincerely yours,

Secretary to Dr. F. C. Allen.