

THE UNIVERSITY OF KANSAS
Lawrence

October 16, 1941

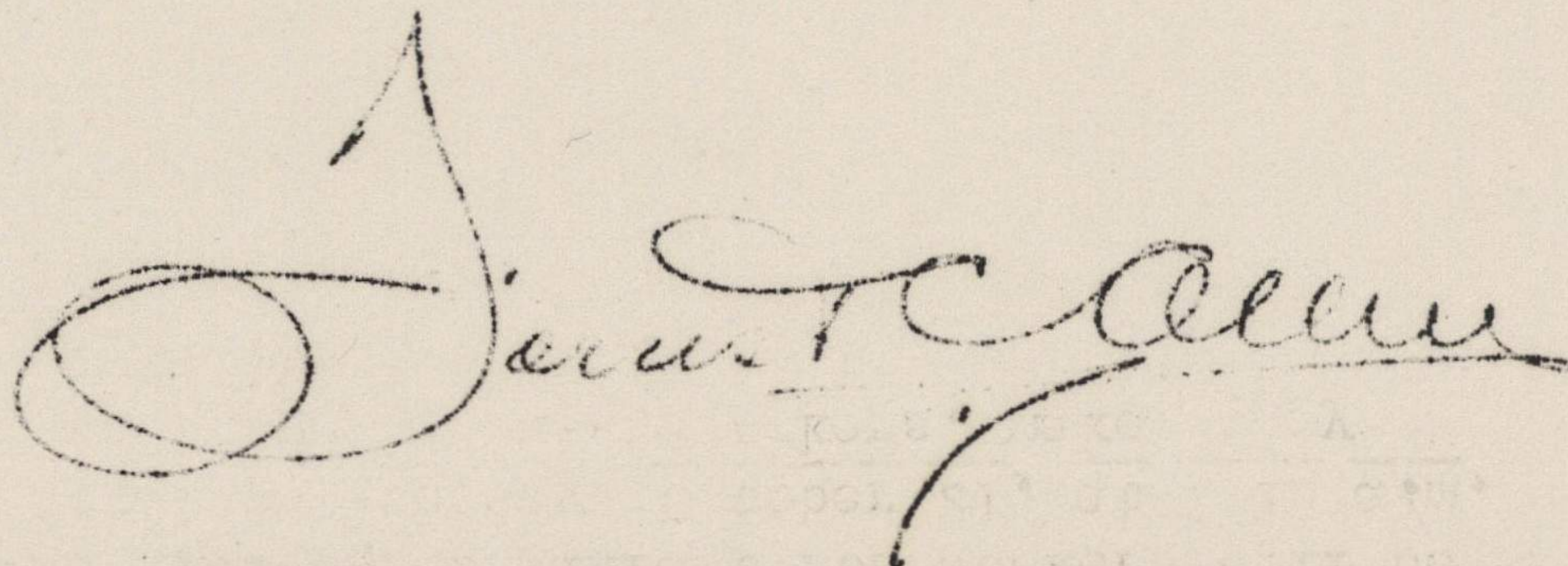
Dear Fellow Workers:

You can appreciate what a task it is to write an individual letter to each and everyone of you, or even to get you on the telephone and obtain your permission to serve in this very worthy cause. All of us are extremely busy with extracurricular activities.

Therefore, I am writing a mimeographed circular letter to this splendid group of workers asking them to serve in a most worthy cause. You, like I, doubtless will be called out of town before the drive is finished, but will you not take this seriously enough to ask one of your colleagues to carry on during the short while you are absent?

This is everybody's job, and I will greatly appreciate this splendid bit of teamwork if you will cheerfully accept.

Sincerely yours,

A handwritten signature in cursive script, reading "Stuart Allen". The signature is written in dark ink and is positioned above the typed name and title.

Chairman, University Committee,
Community Chest Drive.

P.S. **IMPORTANT!** The Kick-Off Breakfast for workers will be held at the Eldridge Hotel on Tuesday, October 21, at 7:15 a/m. Will you, as one of the Community Chest workers, make every effort to attend this breakfast?