

THE UNIVERSITY OF KANSAS

LAWRENCE

BUSINESS OFFICE

KARL KLOOZ, BURSAR

January 22nd,

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Dr. F. C. Allen,
Head Basketball Coach,
University of Kansas

My dear Dr. Allen:

Because of the very difficult financial situation in which the University of Kansas Physical Education Corporation finds itself, the Board has authorized the Finance Committee of the Corporation to take such steps as it deems necessary looking toward the solution of same. Therefore, the Finance Committee proposes to follow somewhat the budget system the University of Kansas uses.

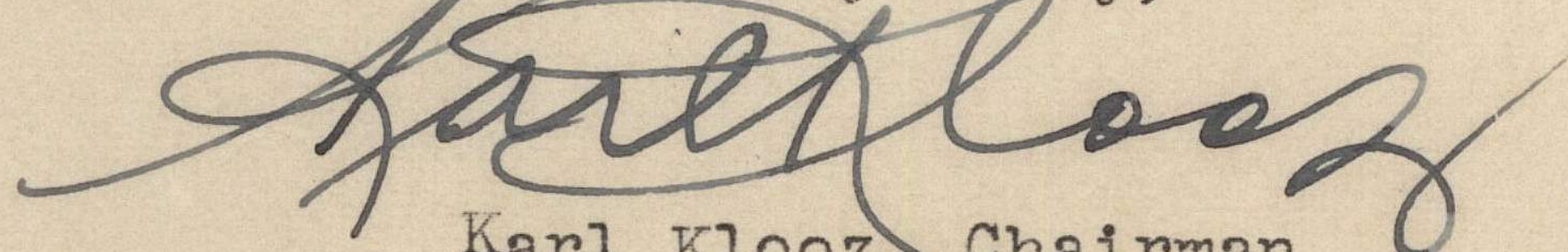
It is requested that you meet with the Finance Committee at 10:00 a.m., Friday, January 26th, to consider the budget for your sport for 1940-41.

Please prepare itemized statements as follows:

1. Equipment on hand, new.
2. Equipment on hand, used.
3. New equipment needed.
4. Assistance needed (students).
5. Schedule of games to be played and cost of playing these games.
6. Other items of expenditure needed to be made for your sport.

Thanking you for your cooperation in this matter, I am

Yours very truly,



Karl Klooz, Chairman
Finance Committee
University of Kansas
Physical Education Corporation

KK:JMT