1961 North 32 Street Kansas City, Kansas

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

Dear Dr. Allen:

With reference to our telephone conversation of today, I should like very much to have the position.

I shall be glad to furnish any information you may wish or to arrange for a personal interview at your convenience.

If I am appointed, it will be necessary for me to resign my present position not later than August 1.

Very truly yours,

Howard G. Porter

Tel. - Fairfax 3463