

UNIVERSITY OF KANSAS
LAWRENCE

DEPARTMENT OF PHYSICAL EDUCATION

March 15, 1939.

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

Dear Dr. Allen:

This is just a last minute reminder to let you know that we have made arrangements to have available for each meeting the following equipment: a 16 mm. moving picture machine, a standard slide projector, and a large size poster easel. If you will need any equipment in addition to this I would appreciate an early reply.

I should like to remind you that there are seven papers to be presented in a period of an hour and a half, and it is essential that each paper be so prepared that it will be presented in the ten minutes allotted to it.

As you doubtless know, the meetings will be held in the Hotel Martin at Sioux City, at 2 p.m. on Thursday and Friday, March 30 and 31.

Very truly yours,

U. W. L. Jeff

Chairman, Research Section,
Central District Physical Education Assn.