

January 12, 1940.

Standard Oil Company,
2 West 40th Street,
Kansas City, Missouri.

Dear Sirs:

I am enclosing a credit sale slip made out in the name of Glenn H. Allen, 1213 Vermont Street, which was sent to me with my credit slips and statement of account for December, 1939.

Upon receipt of your credit voucher for this ticket I will send you my check for the December bill.

Sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH
Enc.