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THE AMERICAN RED CROSS

Douglas County Chapter

COMMUNITY BUILDING



TELEPHONE 803

Lawrence, Kansas

MRS. W. T. DOUCE
Executive Secretary

Haskell Institute
 February 15, 1945

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

Dear "Phog"

We have just received our quota for the 1945 Red Cross War Fund campaign from the St. Louis office. The quota this year will be \$33,000 as compared with \$29,100 last year.

The drive will start officially on March 1. However, some of the committees will want to start before this date and the Headquarters Office will be open on a full-time basis starting Monday, February 26.

I am glad to announce that the Headquarters Office will be located in the front part of the Kansas Public Service Company building at 733 Massachusetts Street. Mrs. Lucille Hunsinger will be in charge of the office and will work on a part-time basis starting Friday, February 16. Please call on Mrs. Hunsinger if you need lists, cards, etc. prepared for your division. She will work in the Chapter Office in the Community Building until the Headquarters Office opens. The telephone number at the chapter office is 803; Mrs. Hunsinger's residence telephone is 2871.

I shall be out of town the rest of this week but I shall be on duty Monday morning and shall be glad to help you in any way I can. Please feel free to call on me at any time.

Sincerely yours,

Solon G. Ayers
 Solon G. Ayers
 War Fund Chairman

SGA:mw