



THE MENNINGER SANITARIUM

TOPEKA, KANSAS

May 9, 1944

Dr. Forrest Allen
University of Kansas
Lawrence, Kansas

Dear Dr. Allen:

I would like some information about the coming Recreation Training Institute to be held there next week. I have all the information that was published in the Topeka paper, but would like to know the following:

Is advance reservation required, or can that be arranged upon arrival?

In what building will headquarters for the Institute be?

Is there a printed or mimeographed schedule of course material? If not, could you give me some idea of the dates on which particular subjects will be discussed?

I wouldn't request all this information ordinarily, but we have a staff of seven Recreational Therapists, each of whom specializes in some phase of the work. In order to avoid disrupting our work week, I would like to send two or three of them at a time to the meetings that would be most valuable to them.

If you prefer to answer this by telephone because of the time element or convenience, please call me collect Thursday or Friday, between 9:00 and 5:00.

Thank you very much.

Yours very truly,

K. Woolworth
Recreational Director