PHYSICAL EDUCATION MAJORS - and others

Charles Black

George Dick

Bob Githens

Dick Miller

Ralph Schaake

(Marvin Vandaveer)

Warren Hodges

Paul Turner

Kenneth Thompson

Walter Sheridan

John Conley

Jack Ballard

Max Kissell

Ray Evans

Bill Brill

Otto Schnellbacher

Armand Dixon

Bob Dole

Robert L. Humphrey (Boxing)

D. L. Surles (ex-Marine)

Changes in Sections - Physical Conditioning

School of Business

	From	TO
D.	Cond.	G. Swimming
K.	Cond.	D. Cond,
J.	Cond.	D. Cond.
E.	Cond.	K. Cond.
	K. J.	D. Cond. K. Cond. J. Cond. E. Cond.

School of Medicine

Brady, Hugh S. J.	Cond. H. Swin	
Coyle, John F. A.	Cond. C. Cond	•
Havis, Lawrence J. J.	Cond. H. Swin	
Lindley, Milton E. L.	Cond. I. Swin	. (7:30 TTF)
McClure, James A. A.	Cond. C. Cond	
Morris, Merle D. J.	Cond. H. Swin	
Robinson, Art W. A.	Cond. C. Cond	

School of Engineering

Autenrieth, John Russell	11:30 MWF	7:30 TTF (Swim.)
Beamer, John D.	4:30 TTS	11:30 MWF
Bear, Millard Edwin	4:39 MWF	9:30 TTS (Swim)
DeHart, Wilbur Richard	4:30 MWF	11:30 MWF
Lichty, Lewis Franklin	8:30 MWF	11:30 MWF
Mumau, Claire Aultman	9:30 TTS	7:30 TTF (Swim)
Riedoxibiookx	9	
Proctor, Wallace P.	11:30 MWF	9:30 TTF (Swim)
Robb, Wendell	4:30 MWF	3:30 MW-10:30 Sat.
Rohler, Charles Wm.	4:30 MWF	11:30 MWF
Staker, James	3:30 MWF	10:30 MWF
Stapletociesciesconie		
Updegrove, Maurice Arthur	4:30 MWF	7:30 TTF (Swim)
Van Sickle, James D.	9:30 TTS	10:30 MWF
Gilham, Jack Keith	4:30 MWF	10:30 TT-11:30 Sat.
Coates, Clarence Leroy		10:30 TT-9:30Tu.

College From F. Cond. Cochran, Charles Donald D. Cond. J. Cond. Diehl, Donald W. I. Cond. Dorrell, Ralph Perkins C. Cond. E. Swim. Elbl, William M. K. Cond. D. Cond. Gibson, Carl Dean H. Cond. A. Swim. C. Cond. Giles, Detroy Robert J. Cond. Grimes, Wallace Kenneth A. Swime H. Cond. I. Swim (7:30 TTF) Hanna, George James E. Swim. Hinshaw, Stephen Curtis G. Cond. C. Cond. C. Cond. Kendall, Jack L. C. Swim. I. Swim. (7:30 TTF) ll:30 Swim (no sec.) Leweyn George R. 10:30 TT, 3:30 Fri. (Swim.) Lindley, Robert N. H. Swim. C. Cond. Love, Charles C. C. Swim. D. Swim. Pomeroy, Donald A. C. Cond. H. Swim. Rutherford, John Calvert J. Cond. H. Swim ll:30 Swim (no sec.) Ware, George Robert D. Cond. G. Cond. Wellington, Robert B. Sigel, Carter Benjamin F. Cond. H. Cond.

Quotings

"We are convinced that sound physical condition increases the life span of a man in action."

Physical Fitness Section
United States Navy
Sept. 21, 1942 (Personal correspondence
with L. Morehouse)

"It is gratifying to know that our educational institutions are ready and anxious to send men to the Army in first-class physical condition."

Colonel Dumont
Chief, Athletic and Recreation Branch
War Department
Sept. 23, 1942 (Personal correspondence
with L. Morehouse)

Department

of Physical

Education

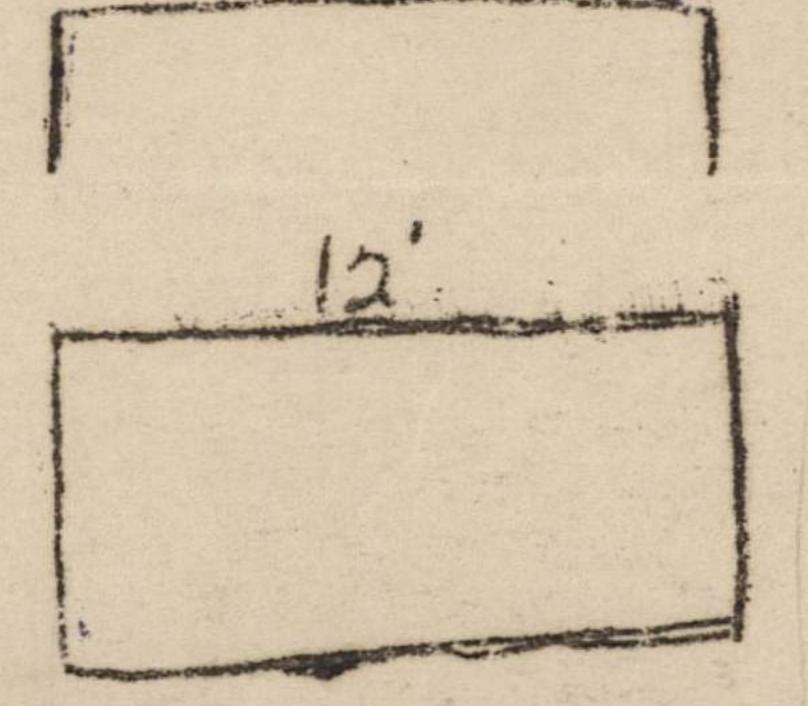
"THE MISSOURI TOUGHENER"

Finish Line

Start

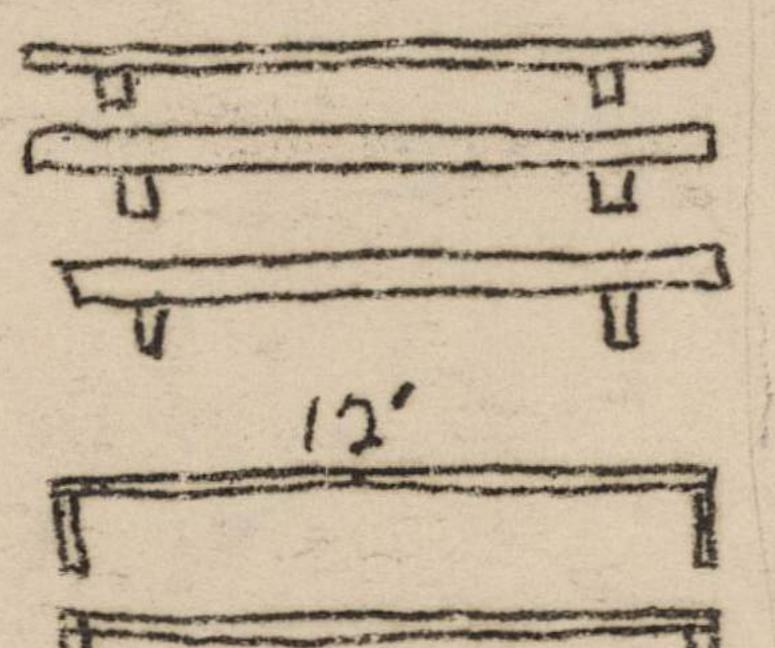


Dummies: to run between.



Barrier 3'6" high; to jump or hand vault.

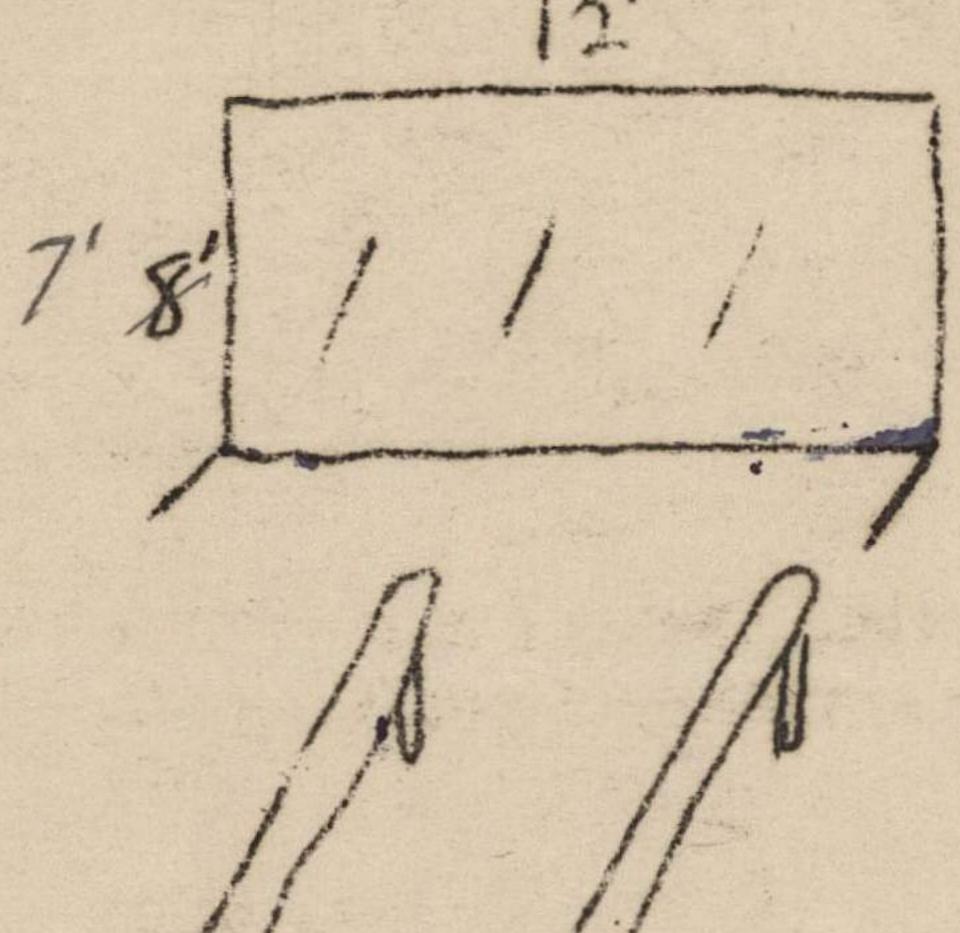
Ditch 2' deep, 7' wide to jump across.



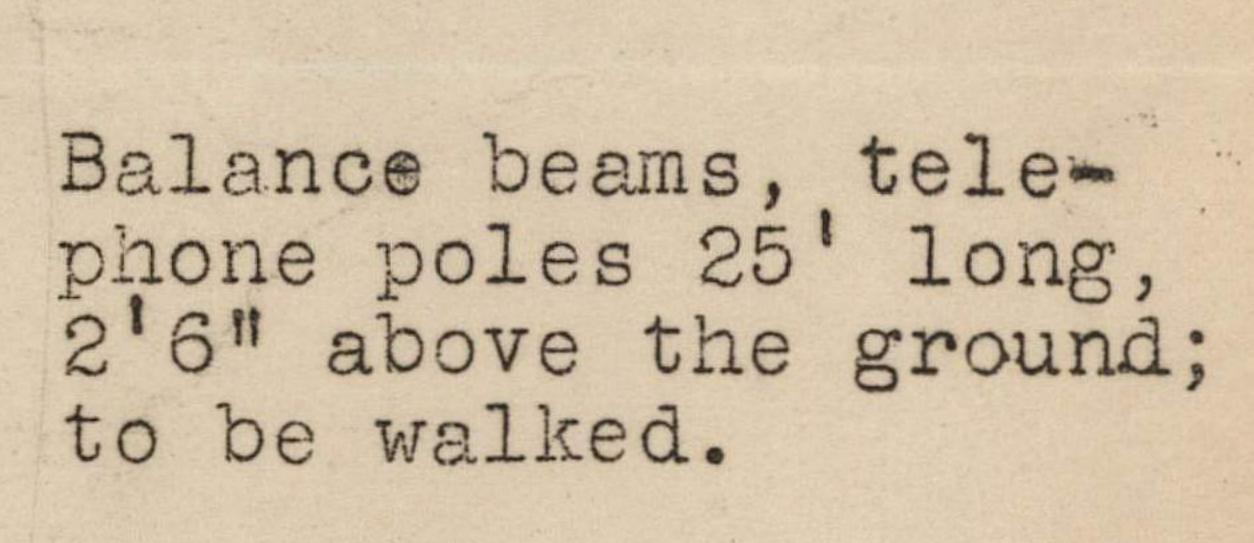
Barriers 18" clearance: to crawl under.



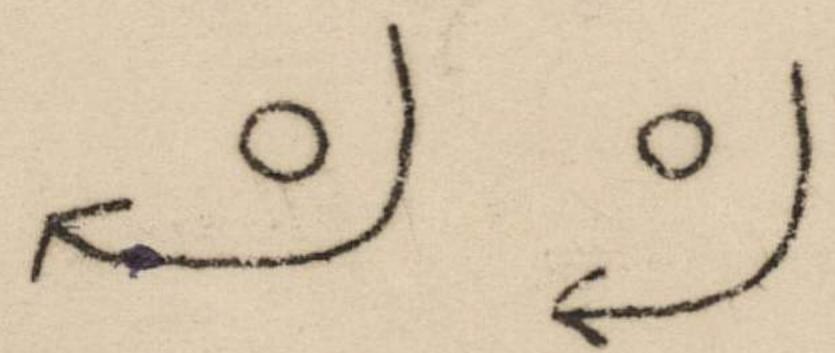
Hurdles 2' 6" high: 5 yds. apart; to be cleared.



Wall & high; to be scaled.



Run to the finish line.
75 yards



Turning point; run around and return to start.

Participants compete in pairs or relay teams against each other. Individuals may compete against time standards.

March 12, 1942

Professor Allen Crafton, University of Kansas.

Dear Professor Crafton:

In our "toughener course" in Physical Education we are trying to develop some morale. In each company or large group we are going to have some competitive singing while the boys are marching.

I would appreciate it if you would serve as a member of a committee, under the chairmanship of Dean Swarthout, to select the prize-winning group. It will take some time, perhaps a month or so before they are ready to compete. Singing is one of the morale builders, and we thought a little competition along this line would be helpful to the esprit de corps of the boys at this time.

If you will serve we will appreciate it, and I will let you know when the contest takes place; or rather, we will contact you first and place the time at your convenience.

Sincerely yours,

Director of Physical Education, Varsity Basketball Coach.

FCA: AH

Dean D. M. Swarthout, School of Fine Arts.

Dear Dean Swarthout:

I appreciate your willingness to serve as chairman of a committee, composed of Professor Allen Crafton and Professor Otto Miessner, to select the prize-winning group in the competitive singing we plan in our "toughener course" in Physical Education. In each company or large group we are going to have some competitive singing while the boys are marching.

It will take some time, perhaps a month or so, befor a they are ready to compete. Singing is one of the morale buil ders, and we believe a little competition along this dine will be helpful to the esprit de corps of the boys at this time.

I will get in touch with you when we are ready for the contest to take place, and time it at your convenience.

Simerely yours,

Director of Physical Education, Varsity Basketball Coach.

PCA: AH

Professor Otto Miessner, School of Fine Arts.

Dear Dr. Miessner:

In our "toughener course" in Physical Education we are trying to develop some morale. In each company or large group we are going to have some competitive singing while the boys are marching.

I would appreciate it if you would serve as a member of a committee, under the chairmanship of Dean Swarthout, to select the prize-winning group. It will take some time, perhaps a month or so before they are ready to compete. Singing is one of the morale builders, and we thought a little competition along this line would be helpful to the esprit de corps of the boys at this time.

If you will serve we will appreciate it, and I will let you know when the contest takes place; or rather, we will contact you first and place the time at your convenience.

Sincerely yours,

Director of Physical Education, Varsity Basketball Coach.

FCA:AH

UNIVERSITY OF KANSAS

WARTIME PHYSICAL CONDITIONING PROGRAM

Under the Direction of Dr. Forrest G. Allen, head of the Department of Physical Education, the conditioning and toughening course will be in operation this fall. All men students at the University of Kansas who are subject to service in any of the branches of the armed forces will be required to take three hours of physical conditioning work each week. Assisting Dr. Allen will be Mr. Henry Shenk, who is also in charge of intramurals and practice teaching in the Department of Physical Education; Dr. Laurence Morehouse, who will be in charge of the swimming program and the graduate work for Physical Education majors; Mr. Wayne Replogle, freshman football coach; and a number of physical education majors who will form a "leaders corps" to be trained by the regular instructional staff so that they may work under the supervision of the above named men.

Last year the department served approximately 400 men students on an optional basis; this approximately 1600 men will be actively engaged in the required conditioning course.

All men must take a swimming test. If they fail in this test they are enrolled in the swimming course under Dr. Morehouse's supervision. The swimming test consists of the following skills: Jump into deep water, level off and swim fifteen yards. Without stopping or touching the sides of the pool, turn about and swim back to the starting point. Military authorities have noted the importance of swimming as a military accomplishment. Already thousands of entriers and aviators have been lost to the nation through their inability to swim. In waters infested with dangerous

· 我们的是我们的知识,可以是是一种的问题,我们的是我们的,我们们的是我们的,我们们的是一种的,我们的一个,我们的一个,我们们的一个,我们们的一个,我们们的一个

sea animals or covered with burning gasoline or oil, or other burning matter, "every swimmer is a life saved and a potential life saver". He need not be a speed swimmer, but should be able to use endurance strokes, back, breast and side strokes. The swimming course offered in the K.U. wartime conditioning program will consist of physical and mental adjustments to water, buoyance, body position, balance and relaxation.

Men who have passed this test will go into the conditioning courses. These will be broken up into sections of 40 students each. The election of an activity is out, for lack of available instructors. As a war move we have for the present dropped the optional activity courses and substituted the conditioning and toughening course. Roll will be called quickly by checking the absent members, and then the group will have 10 or 15 minutes of rigorous setting-up exercises. The conditioning willbe the same as is done for football or basketball. Running, jumping, leaping, waulting and climbing are the fundamental activities of man. These basic fundamental activities will be used in getting the men into condition.

Two obstacle courses have been built - one south of the gymnasium, and the other west of the stadium. Classes will be held out of doors whenever possible, and indoors only in inclement weather. Robinson gymnasium, Hoch auditorium and all the athletic playfields will be extremely busy during the morning and afternoon hours. Games that are in season will be used - touch football, basketball, boxing, wrestling, and all contact games. Every man will be in action - there will be no one standing around. (Crow and Crane - Dodge ball - games of low organization)

Physical examinations will be given at the University hospital under the direction of Dr. R. I. Canuteson. The man examined will be placed in three classifications -- Class A-men who are fit for anything; Class B-- men who have slight limitations, but are still eligible for the toughener

freshmen will be examined by the hospital, but Dr. Canuteson will go over the entire list of sophomores, juniors and seniors and check everyone to see if these men have had any accidents or illnesses which would bar them from taking the conditioning program.

Henry Shenk will conduct a course in track and field at the stadium on Monday, Wednesday and Friday at 4:30. A large group of men can be handle in this body-building activity. Of course they will be subjected to the toughening course along with their track and field activities. It will not be possible for any man to choose a particular activity or sport unless the department can organize a class with a minimum membership of 40. The department will endeavor to follow these activity desires of the individual students if a minimum of 40 can be enrolled in a class. This applies to boxing, wrestling, touch football, basketball, track and field, and so forth. But each group will undergo rigorous training in addition to their chosen sport.

These large squads will be handled in the same fashion as varsity squads are handled. Conditioning, morale and intense enjoyment will be the aim. Singing on the march will be a part of the program. Dr. Allen has offered a \$5.00 prize to the outfit winning the event with the best marching song. The competition will be judged by a committee composed of Dean D. M. Swarthout, chairman, Professor Allen Crafton, and Professor Otto Miessner.

The basket system will be used for checking equipment and towels.

Each studeent will pay a towel and locker fee of 75¢ per meeting hour

(this will amount to \$2.25 since the classes meet 3 times a week), plus
the usual deposit of \$1.00. This fee must be paid by every student when
he enrolls because each one must take the swimming test and he will need

towels. Mr. J. G. McElhinny, a graduate of the University, has been appointed full-time supervisor of lockers and equipment. Mr. McElhinny is a retired railway mail clerk, after 34 years of service.

The Department of Physical Education is attempting a Herculean task in conditioning 1600 men. Allen, Shenk, and Morebouse are all teaching a full-time program in the frofessional physical education course, besides doubling on the conditioning program in this war emergency. Some of the top physical education majors and graduate students who might have assisted in the program have gone. Murray Brown, who was to have taken graduate work in the department and coached freshman basketball, has gone to Topeka High School at a salary of \$2000. Marvin Vandaveer, a senior physical education major, is to be head coach at Haskell while finishing his work at the University.

Physical education will be required of each woman student entering the University for the first year. Aprogram of activities has been set up so that the women will have a choice of activities. On two days each week the women students will attend their activity classes, and on Friday they will meet for a conditioning and corrective period. The women's program is under the direction of Miss Ruth Hoover.

MEN'S CONDITIONING PROGRAM

INSTRUCTION:		
Conditioner -		
8 classes; 3 times per week; 3 men 3 "; 3 " "; 2 "		
Man hours per year	3240	
Swimming -		
8 classes; 3 times per week; 2 men		
Man hours per year	1728	
TOTAL	4968	
Less regular staff load		
GRAND TOTAL	3780	
Men Needed -		
6 hours per man per week		
216 hours per year	(18)	
Cost		.\$1890.00
EQUIPMENT:		
See attached list		
<u>Cost</u>		.\$1089.50
<u>Towels</u>		. 840.00
ASSISTANCE:		
Towel Room Custodian		. 675.00
Clerical Assistance		. 500.00
GRAND TO		\$4994.50 (5,000)
Adding one full-time man at \$2000 would add \$1460 (reducing 50¢ help from 18 men to 13.)	O to total or	\$6454.50
Adding two full-time men at \$2000.00 would add \$2 (reducing 50¢ help from 18 to 8.)	2920 to total or	\$7914.50

ESTIMATED COST OF EQUIPMENT

8 6, 3

Item	Number		Cost Per Un	it	Purchase Pr
Footballs	24	Idoz.	\$9.00	2+C	\$216.00
Handballs	36	no bide	4.50		13.50
Soccer Balls	12	6	8.00	2+C	96.00
Volleyballs	12		8.00	240	96.00
Volleyball nets	6		6.00	Ell.	36.00
Boxing gloves	12 sets	8	8.50	2 + C	102.00
Basketballs	24	18	14.00	240	or Ell? 336.00
Softballs	72	60	1.50	Ell.	108.00
Softball bats	48		1.00	Ell.	48.00
Softball masks	10	6	2.50	240.	25.00
Cage balls	3	2	11.00	2+0	33.00
			TOTAL COST .		. \$1089.50
Towels (estimate - 2400	at 35¢ each	1)			840.00
Chinning bars, etc.					

Memo to the Chencellor:

In running over the possible faculty personnel who might assist us in our Conditioning Course, these men come to my mind: R. H. Beamer, D. D. Haines, H. B. Tvy, W. H. Shoemaker, Raymond Nichols, Gilbert Ulmer, Guy Keeler, Fred Montgomery, Dean Moreau, Dean Reece, Captain Smith.

I can now think of their regular University assignments that each of these men have and I see the utter impossibility of calling upon them for a sustained schedule. Therefore, I feel that the only possible solution to a fairly successful schedule will be the recruiting of all of our physical education majors who have this special aptitude, and also calling on other mature varsity athletic men who can constitute a squad who will, of necessity, receive special training prior to their instructional work. This special training will be done, of course, by our own staff of Mr. Shenk, Dr. Morehouse, Mr. Replogle and myself.

I can visualize the possibility where he might feel his duties are to his freshmen first. I am not speaking of his training the freshman football team, but rather he may feel that his mornings belong to the freshmen. It is in the mornings that we desire to use him and I will thank you if you will see that we are permitted to have him.

Sincerely yours,

Director of Physical Education, Varsity Basketball Coach.

PCA .AM

Memo to Chancellor Malott:

In regard to your suggestion that the towel fee be raised, I think it would be a mistake to raise it further at the present time. This fee has been raised to nearly 4% per towel, on the theory that the student should pay for the wear and tear on the towel as well as the laundering and service. To raise this to 5% per towel would give us about a half a cent increase, and it does not seem advisable to recommend it now.

In ordering new towels for our required physical education set-up we are ordering 200 dozen quoted at a price of \$6.35 per dozen. Dean Smith estimated an expenditure of \$840.00 for towels but that figure was based on previous prices for towels. We could get a cheaper quality for \$3.75 a dozen, but I am sure this would be poor economy.

Twenty-four hundred towels, based on an enrollment of 1600 men, would give us only one day's supply out of the laundry. Towels are staple items, and we will have need of a reserve. Of course, there is the possibility of a laundry break-down, and we would be forced to call upon our reserve. There is no idea on our part of hoarding, but this number of towels is a "must".

We are buying conservatively on our class equipment. and have kept our order of supplies at the minimum. After reading the item in this morning's Kansas City Times concerning the agreement the OPA had with sporting goods companies, I called Mr. Les Preeburg, of Lowe & Campbell Athletic Goods Company in Kansas City, and asked how that would affect their prices. This company is a subsidiary of the Wilson Sporting Goods Company (trust). Mr. Freeburg told me this agreement mentioned in the paper would not change their bid at all. I assure you that we are spending our money as intelligently as possible. It may be that after we get into our conditioning program we will desire to change it somewhat, and then we will order the equipment needed. We do not want to buy supplies now that we may not need.

Sincerely yours,

Mr. Raymond Nichols, Chancellor's Office.

Dear Ray:

I acknowledge receipt of your letter of September 1 informing me of the transfer of \$5,000 to our balance to cover the cost of the physical conditioning program — the break-up of \$1930 for maintenance and \$3070 for assistance. We will definitely keep within this amount. Naturally it will have to be left to our judgment as to the quality of the material that we desire.

I am explaining to the Chancellor that in a conference Mr. Shenk and I exhaustively went in to the matter of buying a cheap towel and having it go to pieces on us by excessive laundering each day, or by putting a little more into this staple product and being assured that this towel would hold up under the punishment that it would be forced to take. And too, we have to count on the contingency of having enough towels should a break-down occur in the laundry liaison. It would not be well to dismiss an entire day's program of toughening if we were out of towels.

We have spent much time on the study of this matter and I assure you that our best studied efforts are going into our endeavor to make this thing click. It is a heroulean task, and in my opinion it will be a miracle if it works with so few professional physical directors. The Kansas Aggies, with a smaller enrollment, saw fit to add to their staff of physical directors.

Regarding the locks for the women's department, I first took this up with Mr. Kloos. He was in a quandary and was rather uncertain that his office could handle it. And too, it is necessary that we purchase this type of a lock to fit the baskets. Ho others will do. I checked with Miss Hoover on this item before acting. Certainly we do not have the means to purchase the locks from our departmental funds. I had in mind asking the lock people to charge the locks to me personally, and after the locks were paid for I would remit the money to them. You can be assured under this procedure that I am not going to obligate myself and order a fewer number and perhaps re-order when necessary. This would be a better procedure than to over-supply. If there are any bugs in this plan, please let me know.

Sincerely yours,

THE J. B. MILLER KEYLESS LOCK CO.

ESTABLISHED 1889



TELEPHONE 5115

CABLE ADDRESS "MILLOCK"
BENTLEY'S AND WESTERN UNION CODES

KENT, OHIO

July 15th., 1942

University of Kansas Lawrence, Kansas

Attn: Forrest C. Allen

Dir. of Phys. Education Varsity Basketball Coach

Gentlemen:

Replying to your recent letter regarding the many locks you now have attached to baskets in your locker room, we wish to advise that from your description, you have locks which are of quite a few years useage and the zinc discs in the mechanism have probably swelled enough to swell tight against the pivot hole in each case.

If the above if true, you will not be able to move these knobs, unless you put penetrating oil in each lock and allow it to sit a couple days and then jar the knobs in various directions in an effort to loosen. We are leary of your being able to obtain much success however, as shower room atmosphere has odd effect on zinc after a few years.

We would suggest that you cut these old locks off of the baskets and mail in to our company. We will allow you .10¢ each for them to apply on the purhcase price of an equal number or more new locks for old locks traded-in. The new locks we have are illustrated on enclosed folder and we guarantee these locks 3 years 100%.

It is extremely difficult to obtain locks at the present time and we think that you have better make your decision on lock requirements immediately in order to assure you of delivery. We trust the above offer meets with your approval and awaiting your favoured reply, we remain,

Very truly yours,

THE J. B. MILLER KEYLESS LOCK COMPANY

C. T. McGarry, Jr.
Secy.

CTM: JJM

Mr. Raymond Nichols, Chancellor's Office.

Deer Mr. Michols:

I am enclosing a letter from the J. B.
Miller Keyless Lock Company, the makers of the old
locks that are now on the baskets in the women's
locker room. These old locks have been on the baskets
for several years, and have been unused because we
have been unable to remove them by using the combinations.

You will see from Mr. McGarry's letter that if we can out these looks off and send them in to this company that they will allow us 10% on each look, on the purchase of new looks.

each (this does not include the trade-in allowance). It is our desire to buy 500 - 600 of these locks and let the students purchase them, but of course do not have a fund set aside for this. How do you suggest that the matter be handled?

Sincerely yours,

Director of Physical Education, Varsity Basketball Coach.

FCA:AH

Eno.

B. H. JOHNSON, BUSINESS MANAGER
D. A. N. CHASE, Asst. Business Manager

REQUEST FOR QUOTATION

Purchase Request No.....

STATE BUSINESS MANAGER TOPEKA, KANSAS

Date July 30, 1942.

Please quote your lowest prices, on the following material delivered F. O. B.

Dept. of Physical Education, University of Kansas, Lawrence, Kansas

1. Discount periods begin on date of acceptance of material by the State.

2. Closing date 2:00 P. M.

3. To receive consideration, the original of this "Request for Quotation" with your bid filled in, must be signed and returned by the above specified closing date.

4. All prices and conditions must be shown, additions for packing and other items not shown on this bid will not

be allowed.

5. Bids are invited on specified grade or substitute brands or qualities, or both, provided substitutes are clearly listed as such. Attach to the reverse side of this sheet complete specifications for any substitutions offered. If substitute is not mentioned, bidder will be required to furnish according to specifications.

6. Do not quote on material you are unable to supply.

7. The right is reserved to accept or reject quotations on each item separately, or as a whole.

8. All bids aggregating a sum in excess of \$500.00 must be accompanied with a certified check for 5% of the amount otherwise the bid will not be considered.

QUANTITY	ITEMS AND SPECIFICATIONS	NET UNIT QUE OF		TOTAL QUANTITY OF BRI		D
600	#35-M Master-Keyed Miller Red Dot Locks					-
	(less 10¢ on each old lock on trade-in)					
	Style: #35/M/3 Aluminum Finish		759	ea.		
	#35/M/l Nickeled Finish-Black Fac	e	800	ea.		
	#35/M/2 Polished Chromium Finish		900	ea.		
	(All of the above unit prices are not					
	including the .10¢ trade-in allowance,					
	which would therefore lower each price					-
	by that amount if the same number of old					
	locks are turned in for new locks purch	sed.				
	TERMS. Net 30 days. F.O.B. Kenter Abiotal					

TO BE SIGNED AND RETURNED PROMPTLY BY PARTY MAKING	BE STONED AND RETT	RNED PROMPTLY	BY PARTY	MAKING	BID
--	--------------------	---------------	----------	--------	-----

Shipment will be made 24	days
after receipt of order.	

Signed J.B.M.K.L. Co. Address	Kent,	Ohio	
Signed J.B.M.K.L. Co. Address By C.T. McGarry,			
By. C. L. MCGarty, May			

Title Secretary

Date August 4th., 1942

FORM 192 Any Inquiry Refer to Quotation No.

B. H. JOHNSON, BUSINESS MANAGER D. A. N. CHASE, ASST. BUSINESS MANAGER

REQUEST FOR QUOTATION

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be allowed.

18-8140-s 3-41-25M

5. Bids are invited on specified grade or substitute brands or qualities, or both, provided substitutes are clearly listed as such. Attach to the reverse side of this sheet complete specifications for any substitutions offered. If substitute is not mentioned, bidder will be required to furnish according to specifications.

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7. The right is reserved to accept or reject quotations on each item separately, or as a whole.

8. All bids aggregating a sum in excess of \$500.00 must be accompanied with a certified check for 5% of the

QUANTITY	ITEMS AND SPECIFICATIONS	NET UNIT PRICE	TOTAL QUANTITY OR WEIGHT	TOTAL AMOUNT OF BID
600	#35-M Master-Keyed Miller Red Dot Locks (less 10% on each old lock on trade-in)			
	TERMS: PLEASE TOTAL			
	To BE SIGNED AND RETURNED PROMPTLY BY PARTY MAN	Address		
after recei	pt of order.	Adaress		

Mr. C. T. McGarry, Jr., Secretary, J. B. Miller Keyless Look Company, Kent, Ohio.

Dear Mr. McGarry:

Since writing you on July 20th concerning the old locks we have in our department, the University administration has approved a compulsory physical education program for next year. For that reason we will need to replace these old boks.

You mentioned in your letter of July 15th that you would allow us 10¢ each on the old looks we would send you on the purchase price of an equal number of looks. However, you did not quote prices on your looks.

We will have approximately 600 locks to replace. I am enclosing a bid sheet form on which you may make your quotation. This is necessary before we can place an order. I would appreciate it if you would return the bid sheet to this office at your early convenience.

Very sincerely yours,

Director of Physical Education, Varsity Basketball Cosch.

FOALAH

Mr. C. T. McGarry, Jr., Secretary, J. B. Miller Keyless Lock Company, Kent, Ohio.

Deer Mr. McGerry:

Thank you very much for your informative letter of July 15th.

We doubt that we will be able to purchase looks this year, but thank you for the generous offer you have made for our old looks. We will consider this again if and when we are in position to purchase looks.

These old locks are in the women's locker room, and unless physical education is made compulsory for the women students we will not need the locks this year.

With appreciation, I am

Very sincerely yours,

Director of Physical Education, Varsity Basketball Coach.

FCA:AH

THE J.B.MILLER KEYLESS LOCK CO.

KENT, OHIO

July 15th, 1942

University of Kansas Lawrence, Kansas

> Attn: Forrest C. Allen Dir. of Phys. Education Varsity Basketball Coach

GENTLEMEN:

Replying to your recent letter regarding the many locks you now have attached to baskets in your locker room, we wish to advise that from your description, you have locks which are of quite a few years useage and the zinc discs in the mechanism have probably swelled enough to swell tight against the pivot home in each case.

If the above is true, you will not be able to move these knobs, unless you put penetrating oil in each lock and allow it to sit a couple of days and then jar the knobs in various directions in an effort to loosen. We are leary of your being able to obtain much success however, as shower room atmosphere has odd effect on zinc after a few years.

We would suggest that you cut these old locks off of the baskets and mail in to our company. We will allow you .10¢ each for them to apply on the purchase price of an equal number or more new locks for old locks traded-in. The new locks we have are illustrated on enclosed folder and we guarantee these locks 3 years 100%.

It is extremely difficult to obtain locks at the present time and we think that you have better make your decision on lock requirements immediately in order to assure you of delivery. We trust the above offer meets with your approval and awaiting your favored reply, we remain,

Very truly yours,

C. T. McGarry, Jr.

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