

July 30, 1942.

Mr. C. T. McGarry, Jr., Secretary,  
J. B. Miller Keyless Lock 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 locks.

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

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,

FCA:AH

Director of Physical Education,  
Varsity Basketball Coach.