



VETERANS ADMINISTRATION

Kansas City 6, Missouri

May 25, 1946

YOUR FILE REFERENCE:

IN REPLY REFER TO: L-4

Dr. F. C. Allen,
Director of Physical Education,
University of Kansas,
Lawrence, Kansas.

BAKER, Velma Ruth

Dear Sir:

Velma Ruth Baker of Kansas City, Missouri, has made formal application for employment as Training Officer with the Veterans Administration office in Kansas City, Missouri. She has named you as one of the references to whom we could look for information as to her qualifications, character and reputation.

Please advise this office confidentially as to the extent of your acquaintance and the nature of your association with her. Also advise of her ability or lack of ability to work in harmony with a group of employees and whether she is loyal to employers, industrious, efficient and dependable.

You are further requested to advise as to her general character, that is, whether she uses intoxicating liquors, gambles, carouses, or associates with questionable characters and whether, in your opinion, she will retain information in confidence.

Any information you can furnish with reference to this person will be treated strictly confidential. For your convenience in forwarding a reply, there is attached a fully addressed envelope requiring no postage.

Your cooperation in furnishing this information, we assure you, will be greatly appreciated.

Very truly yours,

V. E. WILLIS,
Chief Attorney.

Att. 1