November 16, 1933

Mr. S. French Reeves, Vice Pres.-Treas.,
John T. Lewis & Bros. Company,
Philadelphia, Pa.

Dear Mr. Reeves:

As a matter of convenience Mr. Rockwell would like to have for ready reference a record of the Directors and Officers of the various corporations in which we are interested. To this end I have prepared a blank calling for the information which will be most useful to him.

For your corporation two copies of the blank are enclosed and I would be glad to have you return to me one copy properly filled out as soon as convenient.

So that our records may be correct in the future will you please keep me promptly advised of any changes in the official personnel and send a copy of the minutes of all meetings as well as of meetings of Stockholders and Directors for the files of this office.

Yours very truly,

Secretary

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HOB/mc

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