

[transcribed on 2020-05-06 by Laura Habecker]

January 12, 1921

Am. Sec. for Testing Materials,  
1315 Spruce Street,  
Philadelphia, Pa.

Gentlemen:-

I have transferred your bill against this school onto our State forms and enclosed them for your signatures. It is necessary for each voucher to be signed on the line marked "CLAIMANT" showing the official connection of the signee with your firm. Also please execute the affidavit on the back of the original. All these signatures are required before the bill can be passed for payment.

Yours very truly,

Secretary.  
New York State School of  
Clay-Working & Ceramics.