

[transcribed on 2020-05-08 by Laura Habecker]

February 4, 1921

The ClayCraft Shops,  
Lewis Institute,  
Chicago, Illinois

Gentlemen:-

If you will refer to my letter  
of January 25th, you will note that  
I said each voucher must be signed  
on the line marked "CLAIMANT" and that  
the signee[sic] must show his official  
connection with the company.

Rubber stamp signatures are not accepted  
byt[sic] the State Comptroller .[sic] Will you,  
therefore, be good enough to have the  
vouchers signed in person by some member  
of the firm, showing his connection there-  
with.

Thanking you for this extra trouble,  
I am,

Very truly yours,

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