

September 15th, 1932.

MEMORANDUM TO THE BURSAR

Attached is contract for the inclusion of the biography of the Principal in Who's Who in Canada. While the contract now running was nominally made to cover the insertion of data concerning the Principal only, my agreement with the publishers of Who's Who in Canada was that they would include free the biographies of the Heads of all the Departments of the University, and this was duly done. They now ask for a renewal at the same rate and with the same conditions - the contract to run for another period of three years.

As the publicity estimate has been reduced to \$250.00, there is no amount available to cover these insertions which I believe have a value. May I be authorized to expend the additional amount of \$196.00 as per attached form on the understanding that the Heads of all the Departments of the University are included free.

Wilfrid Bovey,  
Director.