

COPY

Montreal, Dec. 30th, 1931.

W.M. Birks, Esq.,
care Henry Birks & Sons Ltd.,
Montreal.

Dear Mr. Birks,-

During your absence from town prior to the Hangchow Conference several contributions which should have been forwarded to the general fund were sent to me for convenience. The following is a list of them:

Advance - N.W. Rowell	\$500.
Massey Foundation	500.
Col. Leonard's Estate	500.
Mark Irish	100.
John Imrie	100.

Of this, \$1,000 was forwarded to Mrs. MacWilliams to defray her expenses in attending the Conference and \$500. was reimbursed to Mr. Rowell, leaving a balance due your account of \$200. I enclose cheque for this amount to adjust the accounts.

The \$250. which was forwarded to me as the Vancouver contribution to the Conference fund has already been transferred to your account.

Yours very truly,

(sgd) John Nelson

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The Southam Publishing Co.,
Montreal,
November 23rd, 1931.

W.M. Birks, Esq.,
Messrs. Henry Birks & Sons Ltd.,
Montreal.

Dear Mr. Birks,-

At Mr. John Nelson's request we are forwarding you the enclosed cheque for \$91.13 which is the balance of cash remaining in the Savings Account opened by Mr. F.N. Southam, as Honorary Treasurer of the Canadian Institute of International Affairs.

The enclosed statement of January 23rd, 1931, which was submitted at the last Annual Meeting of the Institute, shows the detail of the collections and expenses and the balance on hand at that date. Bank interest amounting to \$2.84 has since accrued and is included in this remittance.

Yours very truly,

(sgd) G.S. Finley.