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25th April 1934.

Dear Miss MacManus,

Mrs. Reid told me of two dates which you had suggested for the meeting of the sub-committee concerning the recruitment of English Nurses. I regret, however, that both these dates are impossible for the Principal so I am writing to know whether 12 noon on Friday May 4th would be a possible time for you. If a morning time is impossible for you would you be good enough to suggest some time or times in the following week which would be convenient and I will try to fix it up. I will ring up in the morning for your answer if you will be so good as to leave a message for me with your Secretary.

Yours sincerely,

Secretary.