MEMORANDUM

July 7, 1965

TO: All Sponsors of Head Start Classes

FROM: Rheable M. Edwards, Director - Project Headstart Boston

RE: Contract

Enclosed are the following:

(1) A check for 60% of the total amount to be paid to you by ABCD for Project Head Start class(es) under your sponsorship.

(2) Copies (2) of your contract properly signed (Those of you who have copies without the ABCD signature will please disregard them and sign the two enclosed). Also, a corrected copy of page 2 is enclosed.

(3) Requisition Form #2. Two copies of the form properly filled out and signed must be received at the ABCD office by July 26, 1965 in order for sponsors of eight week classes to receive a check on or before July 30, 1965. Sponsors of seven week classes must return these forms to ABCD by August 2, 1965 in order to receive a check on or before August 6, 1965.

Enclosures