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- Director
- Mr. Tolson
- Mr. Belmont, 5736
- Mr. Mohr, 5525
- Mr. Hyde, 5525
- Mr. Callahan, 5515
- Mr. Casper, 5234
- Mr. Conrad, 7631
- Mr. DeLoach, 5640
- Mr. Felt, 5256
- Mr. Gale, 1742
- Mr. Rosen, 5706
- Mr. Sullivan, 807 RB
- Mr. Tavel, 7746
- Mr. Trotter, 4130 IB

- Miss Gandy, 5633
- Mr. Clayton, 5746
- Mrs. Brown, 5746

- Mr. Adcock, 5634
- Mr. Leinhaugh, 5632
- Mr. Wick, 5640
- Miss Lutz, 5640

- Mr. M. A. Jones, 4264
- Miss Osborne, 4264
- Mr. Fulton, 5625
- Mr. Daunt, 310 OPO
- Mr. Cotter, 5230
- Mr. McGowan, 2713
- Mrs. McNeely, 6207 IB
- Mr. C. Q. Smith, B-110
- Mrs. Crookston, 4500

- File Review, 1310 IB
- Mail Room, 5531
- Reading Room, 5533
- Records Branch, 7712
- Serialize Special and return
- File Special
- Service Unit, 6526
- Telephone Room 5632
- Room 4242, Library
- Room 4168, Special Room

- Mr. [Handwritten Name]
- Mrs. [Handwritten Name]
- Miss [Handwritten Name]
- Room [Handwritten Number]

CORRESPONDENCE AND TOURS SECTION

- Mr. Morrell, 4718-2153
- Mr. Malmfeldt, 4718-2153
- Mr. Williams, 4724-481
- Mr. Engelmeier, 4724-870
- Mr. Creedon, 4716-432
- Mr. Melnick, 4716-616
- Mr. Peck, 4730-2436
- Mr. Perrine, 4716-430
- Mr. Stefansson, 4716-430
- Mr. Johnson, 4730-2467
- Mrs. Lynn, 4736-622
- Miss Taly, 4728-420
- Miss West, 4736-2212
- Mrs. Huff, 4716-2153
- Miss Kitchen, 4718-2153
- Miss Lewis, 4726-481
- Miss Ross, 4726-879
- Mrs. Danielle, 4726-879

- Mr. Stapleton, 1734-447
- Mr. Fragwan, 1734-447
- Mr. Cumming, 1734-447
- Mrs. Owens, 1734-447
- Miss Easley, 4738-616
- Miss Smith, 4710-2198
- Mr. Graves, 4718-2153
- Mr. Evans, 4732-413
- Please See Me
- Please Call Me
- Per Your Request
- Per Call
- For Your Information
- Appropriate Action
- Please Note & Return
- Room 4734
- Room 4736

[Handwritten Signature]

Correspondence and Tours Section