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CITY MANAGERS OFFICE
LAWRENCE, KS

April 11, 2011

City Of Lawrence
Attn: City Manager
City Hall, 6 East 6th Street
Lawrence, KS 66044

Dear Mr. Corliss:

Please accept this letter as request for payment for the second quarterly installment of the grant amount awarded to the Bert Nash Center for the calendar year 2011.

Please approve and forward for processing, a check for \$41,000, payable to The Bert Nash Center. I can be reached at 785-830-1766, or at sshelley@bertnash.org if you have any questions. Thank you for your assistance.

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Shelley".

Stephanie Shelley
Financial Manager