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Letter to H.C. Graebner and James A. Ballew April 1961

Davis W. Gregg C.L.U.
The American College

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MEMORANDUM

FROM: Davis W. Gregg

TO: H. C. Graebner
James A. Ballew

DATE: April 19, 1961

It was my thought that the attached notice should go to company presidents and agency vice presidents since I had indicated to them in my letter of March 10 alerting them to the June 1 and 2 activities that we would let them know how much space would be available to them.

Do you agree with this idea, and, if so, do you have any suggestions for change in the notice? Would appreciate having your comments on Thursday so that we can get the mailing under way. Thanks.

Dave

DRAFT



THE AMERICAN COLLEGE of LIFE UNDERWRITERS

DAVIS W. GREGG, C. L. U.
PRESIDENT

BRYN MAWR, PENNSYLVANIA

April 20, 1961

THE HUBBNER HALL DEDICATION EVENTS ARE . . .

further described in the enclosed material. You will recall that I wrote you a few weeks ago to alert you to the activities on June 1 and 2.

Note particularly the brochures describing the National Seminars which will be produced in a "life underwriters section" and a "management section" to run concurrently on the morning of June 2. These events, as well as all other events during June 1 and 2, are open to all interested persons regardless of their position in life and health insurance and regardless of whether or not they are C.L.U.s.

This material is being mailed to company presidents, agency vice presidents and C.L.U.s whether home office or field. Perhaps you will want to pass it along to others of your home office and field personnel who you think would be interested, or, if you prefer, perhaps you will want to send us the names and addresses of your home office and field associates who you think would like to receive an invitation along with the other materials enclosed.

Space will be limited for the Seminars and for the Dedication Banquet and Luncheon. If you wish to reserve space on a table basis, advise us of the number of tables (3 persons per table) which you would like to reserve. If by chance the demand should be such that we cannot accommodate everyone, we might have to reduce the number of your reservations. We promise, however, to confirm the total number of reservations no later than May 15.

These events will mark an historic milestone in the development of this national college of life and health insurance. Furthermore, the committee believes that these activities will be most informative and inspiring. We hope that your company will be well represented.

Cordially,

DWG:hs

Davis W. Gregg

P.S.: The number of suites at the Sheraton Hotel is limited. If you or your associates would like to have a suite, be sure that this request is made as quickly as possible.

D.W.G.