

July 9
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Master Electric Company
Dayton
Ohio

Gentlemen:

We recently broke the base for our Johnson heavy-duty polisher and scrubber. If this is sufficient information, this is your authority to ship us at once a replacement base.

Upon advice from you of the price of this base, we shall forward to you our formal purchase order to cover same.

Yours very truly,

Superintendent
Buildings & Grounds

LSBecker-p

cc: McMahan