Mrs. Valentine Pritchard,
The Portland Free Dispensary,
Portland, Oregon.

Dear Mrs. Pritchard:

I would greatly appreciate if you will call to the attention of your staff that many reports mailed by us on specimens sent from The Portland Free Dispensary are either mislaid or lost, with the consequent result that we are frequently called upon to give reports verbally.

It is a great inconvenience to us to stop our work and spend time in looking through our records. Frequently reports are asked on specimens which had not been sent to our laboratory. Since our reports are made within twenty-four hours of the receipt of the specimens, they should reach the Dispensary, at the most, a day later.

I shall appreciate your cooperation.

N. 17.

Very truly yours,

William Levin.

WL: CG.