My dear Miss Tarbell:

In accord with your letter of December 15th, we have contracted for you to deliver three lectures for the State Teachers' Association of Kansas on October 28th, 29th and 30th.

These lectures are to be delivered in the cities of Topeka, Independence, Hutchinson and Hays, the itinerary enabling you to deliver these lectures will determine which these cities are, and will be sent to you by the committee later.

The fee is to be $100 for each of the three lectures, plus all your expenses. We trust on the strength of this engagement you will be able to secure other engagements in that section of the country at that time, in order to reduce the cost of travel, as you suggest.

We are enclosing our memorandum covering these dates, and would ask you to sign the slip at the bottom, returning to us at your convenience.

Very truly yours,

G.W.B. for THE PLAYERS.

P.S. Could you take other engagement from us en route to Hays, Kansas? Can you accept a date in N.Y. on Feb. 5, 10, 12, 14, 18, 20, 26 ?
TRIPlicate
ENGAGEMENT MEMORANDUM

No. 5944.       The Office of The Players
                 162 Tremont Street, Boston

30th January 1920.  10 a.m.

This is to certify:

That State Teachers' Association of Kansas, Topeka, Kans.

Engages Ida M. Tarbell

For Oct. 28, 29, 30, 1920 at $100 per lecture, plus expenses

For at

For at

For at

For at

(3 lectures)

For at

settlement to be made upon the presentation of a bill on or after the day of the engagement with THE PLAYERS.

Of the amount quoted, unless otherwise agreed, 20 per cent will be retained as commission by THE PLAYERS when they collect. If the rates include expenses, the remainder will be forwarded on the morning after the engagement. Otherwise the amount due will be sent immediately upon the receipt of the expense account. In cases where the engaged party collects, the commission should be forwarded to THE PLAYERS on the day following the engagement.

The term “expenses” is understood to indicate car fares and necessary hotel bills when the party engaged is obliged to remain over night. An account of these should be sent to THE PLAYERS immediately after the engagement.

Detailed instructions will be sent ten days before the engagement takes place.

The PLAYERS

[Signature]

PLEASE FILL OUT AND RETURN THE ADJOINED SLIP IMMEDIATELY.