

16 June 1954

Dr. Donald H. Menzel
Director, Harvard College Observatory
32 Hubbard Park
Cambridge 38, Massachusetts

Dear Dr. Menzel:

In accordance with a request received by this office from our Research and Development people, I am inclosing a set of orders for your trip to and from Minneapolis. Also inclosed for your convenience is an instruction sheet with the required forms so that you may receive compensation as promptly as possible for any expense incurred.

It is assumed that you wish to keep your arrangements flexible, and for that reason I am not including a Transportation Request for this trip.

Sincerely,

I. T. McDONALD
Captain USAF
Asst to Executive Secretary
NSA Scientific Advisory Board

2 Incls:
a/s