

*Muddy Creek*

June 17, 1964

Mr. Charles F. Hepworth  
Orderville, Utah 84758

Mr. Wallace Spencer  
Most, Utah

Mr. Nels Hansen  
Emery, Utah

Mr. Lyle Anderson  
McKinnon, Wyoming

Gentlemen:

Re: Annual Reports

It is noted from our records for the past two or three years that this office has compiled and typed your final report. We are now short of funds and adequate help and will not be able to do so in the future. Under each of your respective budgets, money has been allotted to accomplish this purpose.

In 1964 you will be expected to compile, have typed and submit your report to this office in the final form.

You have received from us a copy of your reports for 1963 and this may be used for a pattern for your 1964 report. If you need help in determining how to start and what information to include, contact us not later than the end of July. Do not wait until November or December as we will be working on another project and will have very little time to help you.

I trust this will be satisfactory and I will try to get around to see each of you shortly.

Yours very truly,

Donald C. Norseth  
DISTRIBUTION ENGINEER

DCN/wh