

IMPERIAL HEADQUARTERS
✦ INVISIBLE EMPIRE ✦



INCORPORATED

POSTOFFICE BOX 1079

LITTLE ROCK, ARKANSAS

April 5, 1926.

TO ALL MAJOR KLEAGLES, EXCELLENT COMMANDERS, AND KLIGRAPPS:

With a view to rendering from this office the most prompt and efficient service, to prevent delays, errors and discrepancies, I am requesting you to follow carefully the instructions given below.

No. 1. Hereafter, all correspondence with the Imperial Office shall be addressed as follows: ROBBIE GILL COMER, P. O. BOX 1079, LITTLE ROCK, ARKANSAS.

No. 2. If the letter is of a private and confidential nature, you will place on the envelope in addition to the above, the words "Private and Confidential". Without regard to whom your letter may be addressed, the envelope must be marked as above indicated.

No. 3. All telegrams sent during office hours must be addressed as follows: ROBBIE GILL COMER, 422 WEST 18TH STREET, LITTLE ROCK, ARKANSAS, TELEPHONE 4-4522.

No. 4. All telegrams sent between the hours of 5 P. M. and 8 A. M. and on Sundays and Holidays, shall be addressed to: ROBBIE GILL COMER, 1025 BARBER AVENUE, LITTLE ROCK, ARKANSAS, TELEPHONE 4-2822.

No. 5. All checks of every nature should be made payable to: ELLEN R. POINSETT, Secretary.

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No. 6. All Provisional or unchartered Klans must correspond direct with their Major Kleagle, if any there be. Should there be no Major Kleagle, the correspondence will come as provided in paragraph # 1. All supplies for Provisional or unchartered Klans must be procured from the Major Kleagle, if any there be. If there be none, supplies will be furnished direct from the Imperial Office and the requests for same directed as in paragraph # 1.

No. 7. All letterheads and envelopes used by Major Kleagles and Chartered Klans must be uniform in size. These must be procured from the Imperial Office, where we keep a record of serial numbers.

No. 8. All Major Kleagles and all Chartered Klans must procure from Imperial Headquarters, a Seal suitable for their office and same must be used on all correspondence pertaining to the Klan whether addressed to the Imperial Office or otherwise.

Faithfully yours,

In the Sacred Unfailing Bond.

Robbie Hill Comer

IMPERIAL COMMANDER.