

April 11, 1936

Mr. A. B. Brander
Collegiate Cap and Gown Company
366 Fifth Avenue
New York, New York

Dear Mr. Brander,

I am returning to you today the sample cape, hood, and caps which you made up for us.

This is also to confirm the telegram which I sent to you yesterday ordering 60 capes, hoods, and caps, to be made up in the same dark blue material as the samples. You will find the measurements enclosed.

The following are a few changes which we should like to suggest:

The measurements given for the neck in each case are fairly tight so that the capes, when made up, should be a little larger. The sample which you made up for us was made according to the measurements of Ruth Bailey and the neck of the cape was too snug. Perhaps it can be fixed over for someone smaller.

The cape still hangs longer on the sides than in the back and front. Would it be possible for you to put the capes on a form to make sure that they hang evenly all the way around?

We should like to have the hooks go a little farther down the front, at least to the knees.

There seems to be an extra curve in the cape below the shoulders. The capes should fall straight down from the shoulders.

We prefer to have the caps unlined. Could the caps be made a little flatter? We should like to have samples of two caps sent to us--one medium size and one large size--before they are finally made up.

Will you please let us know if it will be possible for you to have forty of the gowns made up by May 1st?

Sincerely yours,

MCB
Marie Brannigan
Faculty Secretary