

Annex

October 14, 1976

Subject: Branch Mailings

Dear Comrades,

Late today, perhaps very late, the first of the regular bi-weekly branch mailings will be sent out. It was delayed a day by the volume on NC documents that needed to be reproduced and the last of staff. But this draws out a good lesson. While dates will be set for the mailings often they will vary by a day or so either way.

The vast majority of the branches have had their mailings sent to PO Boxes. This simplifies things from the center. If, however, this is not adequate then let us know. If you want your mailing sent to a residential address we would request that it be a permanent address. Don't be switching it around. Also remember that because of the size of the package the odds are that the mailperson will not leave it if you are not home. This would mean a trip to the PO anyway. Let me know if you want your mailing address changed.

I want to re-remind you all of the importance of ordering your branch literature in bulk and at times when it can be taken back to your branches by someone traveling from Detroit. Otherwise things will be sent via US Mail - Book Rate. This method of shipping takes from 5 to 10 days.

There seems to be a lag in the branches adjusting the number of internal documents and fraternal publications that they want. As you membership goes up let us know so we can send you more documents. Also as you need more or less ISJ let us know.

The next branch mailing will go out on October 21. It will include a short internal bulletin, the Portugal documents and the next ISJ # 92.

Comradely,

Tom