## OFFICE OF U. S. CHIEF OF COUNSEL APO 403, U. S. Army ADMINISTRATIVE DIVISION

Nurnberg, Germany 30 October 1945

- 1. MOTOR TRANSPORTATION: Effective this date there will be available for personnel working after hours (from 1900 on) a fleet of cars to provide transportation between the Court House, the Grand Hotel and/or other billets. Requests for transportation may be made in person at the Motor Pool, or by calling Ext. 60003. This service will also be available all day Sunday.
- 2. REPRODUCTION FACILIERES: Fersonnel will please note that the standard sizes of mimeograph paper used by the Reproduction Division are as follows: Letter size  $-8 \times 10^{\frac{1}{2}}$ , and Legal size  $-8 \times 13^{\frac{1}{3}}$ . Those desiring work done on any other size of paper will bring their own paper, or inquire at the Reproduction Section, Room 28, if such paper is available.
- 3. PX INFORMATION: The PX will be closed Thursday, 1 November, for inventory. Personnel are reminded that it is the policy of the PX not to issue either back or advance rations.
- 4. OFFICER & ENLISTED PERSONNEL: Personnel on loan from other organizations will be notified by this Headquarters when they are to return to their parent organization. M.I.S. has recalled all enlisted men having over 70 points and officers having over 75 points. Anyone in this category should report to Lt. Rowan in Room 172.
- 5. <u>INVITATION TO GIRLS TO ATTEND HALLOWEEN PARTY</u>: The girls of this organization are invited to attend a Halloween Dinner & Dance on Wednesday, 31 October, given by the 467th QM Group. A bus will pick the girls up at the Grand Hotel at 6:30 to take them to the Base for dinner, and the party will then return to the Americana Club for dancing. If you are interested in attending this party, please contact Miss Marie Leopard, Court House Ext. 61173, or see her at Girls Town, Room 12.
- 6. <u>DINNER DANCE</u>: The Enlisted Men of the 576 QM Bn and the 831 Gas Co. cordially invite the ladies of this organization to attend their Company dinner-dance to be held at 1930 hours, Saturday, 3 November 1945. Transportation will be provided. All those desiring to attend will please register in Room 173, <u>before</u> 1730 hours, Wed., 31 October.
- 7. OPERA AT OPERA HOUSE: Mozart's "The Magic Flute" will be presented with an all-German cast at the Opera House Tuesday, 30 October and Wednesday, 31 October. Tickets may be secured by calling at Room 73, Court House. Opera starts at 1930.
- 8. PAYING FOR MEALS: The Court House Cafeteria Management requests that each person endeavor to have the exact price of his meal ready when he approaches the cashier, insofar as it is convenient. It is further requested that the cashier not be asked to change fifty and one-hundred RM notes.

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- 9. ANNOUNCEMENTS: Major William H. Coogan is hereby announced as Chief of the Documentation Division and is located in Room 313. 2nd Lt. Marvin Flisser is announced as Chief of the Field Branch, Documentation Division, Room 314.
- 10. TYPEWRITERS: There is at the present moment an urgent need for standard typewriters for use in the preparation of trial documents, etc. Should anyone have a typewriter which is used only intermittently, or be in a position to operate satisfactorily with a portable typewriter in exchange for his standard machine, it will be appreciated if this information is brought to the attention of Captain Paulson of the Administrative Division (Ext. 61181).
- 11. SPECIAL AIR LIFTS for freight or numerous passengers can be obtained by the Transportation Section of the Administrative Division from USFET, as they have been in the past. However, such requests should be expressed in writing, specifying from where they are going, to what place, the date, the preferred time, the amount of freight or the number of passengers, and these requests should be signed by the chief of the division. The requests must be filed with the Transportation Section of the Administrative Division, Room 182, at least two days before the time of departure. It must be understood that, because of the shortage of equipment and personnel, changes will be considered as new requests and honored only forty-eight hours after they have been requested.
- 12. STARS & STRIPES: Those people who have not renewed their subscription may expect their Stars & Stripes to stop as of 31 October. The price for one month's subscription is now  $7\frac{1}{2}$  RM's. Will those people who have renewed their subscription at the old price of 6 RM's kindly step into Room 115 to pay the additional  $1\frac{1}{2}$  RM.

ARTHUR A. KIMBALL Lt. Colonel, GSC Chief, Adm. Div.

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