

45 Commore Drive
GLASGOW
G13 3TU

26 April 1989

Dear Charles

With regard to matters that involve the teams at the competition, answers to the following items have to be sought.

- 1 Position re interpreters in University Hostel.
- ✓ 2 Provision of Bank at Hostel.
- ✓ 3 Provision of Post Office for stamps at Hostel.
- ✓ 4 Location of nearest Hospital, Doctor, Dentist and Chemist.
- ✓ 5 Location of nearest Churches and Chapels.
- ✓ 6 Bar facilities at Hostel.
- ✓ 7 Team Leaders room at NEC and at Hostel for Team Leaders briefing meetings.
- ✓ 8 Sporting and Leisure facilities available at Hostel.
- 9 Gifts for participants.
- 10 Gift for Team Leaders.
- 11 Evening Meal for Team Leaders sometime during the competition.
- 12 Friday 1st and Saturday 2nd September Excursions - Too heavy for competitors after gruelling competition, unless participation is allowed to be voluntary.
- 13 What are the teams involvement in opening and closing ceremonies are these geared for the enjoyment of competitors?
- 14 What format will the final party take and what is laid on for the enjoyment of the teams?
- 15 When transport is involved, teams to be given priority.
- 16 Since I am the only person with detailed knowledge of the teams, I would wish to be involved in the allocation of room accommodation for all teams.

Finally could I please be kept up to date with any details regarding involvement of competitors so that I may be given the opportunity to make a contribution.

Yours sincerely

Archie