

The Bell Ringer

Kent County Retired School

Personnel Association

Volume 43 Number 3 February 2022



Continued from page 1

Cover photo by Glenn Michael. Photo on this page and some of copy by permission of Chris Cerino of the SEF. For more information go to the website https://sltanaeducation.org

The modern SULTANA sails as a school ship, taking more than 4,500 students out onto the Chesapeake Bay each year for hands-on programs in environmental science and history. SULTANA sails with school systems around the Chesapeake, regularly sailing from ports including Chestertown, Annapolis, Baltimore, St. Michaels, Cambridge, Oxford, Solomons, and Crisfield.

Each year the Sultana Education Foundation (SEF) helps more than 10,000 students experience the Chesapeake Bay and learn what they can do to restore North America's largest estuary. SEF's school programs complement existing classroom curricula and help participating schools fulfill their



Environmental Literacy program requirements. Many of SEF's core programs are certified by the Maryland State Department of Education.

Gunston frequently uses this great resource in their Bay Studies Week program. And I took my photography students to the work yard to take photos during the construction. The Sultana is a valuable addition to education in Kent County.

I was hesitant to cancel the March General Meeting, but at the time the decision had to be made the numbers weren't looking good. I believe that most, if not all, of our members have had the vaccinations and probably boosters as well. However it just didn't seem prudent. Hopefully, things will be better by May when we have to make a decision for the June meeting.

Rest assured that the KCRSPA is still working on the behalf of all. The Executive Committee is currently meeting at Salem UMC church hall in Fairlee, where the environment is large enough to allow distancing for a smaller group to spread out. So the business of KCRSPA continues. I am looking forward to an in person meeting again.

Notes from the Editor -

Injoy this February issue of *The Bell Ringer*. Inside you will find the usual information indicating that, yes, pandemic or not, our Association continues, both locally and at the state level through MRSPA.

We now have a new treasurer and her report is in this issue. Many thanks to Debbie Smith for taking on what can be a big job. Many, many thanks to Emily Massey for tackling the position for as long as she did. I am wishing continued degrees of less stress in her retirement. Thank you for your service!

There are two sets of minutes. Neither set is yet official as they haven't been approved. They are provided for you to read prior to the meeting of approval. The General meeting minutes which will need approval at the next General Meeting, and the Executive Committee Meeting minutes which will be approved by the Executive Committee, but need to be out there so the membership always knows what is going on in the Association.

You will find the usual Committee Reports which detail the many things being done by the many wonderful volunteers in the name of the Association. I have also included a Coupon for MSRSPA fundraiser as requested by the state. We are nothing if we can't help each other and therefore I would ask you to support.

While you're supporting, don't forget our Scholarship Fundraiser, both direct with the coupon on page 10 and through the Missed Meeting Raffle on page 12. Frankly, it's nice to get together for lunch, and there are many community things we can do, but supporting students who are planning a career in education seems to me to be paramount. Please support!

Additionally, it is the height of the Maryland legislative session. We are negligent if we don't watch that body and what they are doing. From time to time it might even be necessary to contact them so they know how you feel on an issue. The contact information is in this issue.

Finally, I decided to again run the Executive Committee names and emails so you can contact them as needed.

HAPPY BIRTHDAY TO OUR MEMBERS

Here are the retired educators we are celebrating February through May, 2022. Not only for their date of birth, but we are celebrating their collective contributions to children and the community. Have a Joyful Day KCRSPA members.

FEBRUARY
Paul Blumberth 2/3
Susan Crooks 2/4
Edwina Walters 2/7
Betty Weller 2/20
Terri Bostic 2/21
Cheryl Saunders 2/28

MARCH
Jed Howell 3/5
Patsy Reihl 3/14
Olythea Hunley 3/19
Nina Newlin 3/20
Geraldine Pauls 3/21
Dale Atkinson 3/24
Sylvia Maloney 3/26
Trudy Anderson 3/26



APRIL
Peachie Moore 4/3
Jean Wright 4/11
Linda Wesley 4/15
Joanne Coveney 4/22
Lorraine Costella 4/25
Kathleen Jones 4/28
Sue Bedwell 4/29

MAY
Joyce Bridles 5/1
Ruth Reed 5/5
Nina Burt 5/7
Billie L. Roberts 5/7
Joyce Powell 5/9
Sharon Gordon 5/17
Ann Moss 5/18
Mark Schivley 5/19
Fay Miller 5/23
Miriam Spriggs 5/27
Karen Dize 5/29
Joe Massey 5/31

KCRSPA celebrates you with a card for your birth date and recognizing the years of your important life.

If your address changes, please contact Sue Coleman by calling 410-648-5252 or email magpiesuz@gmail.com.

If a member is sick or loses a loved one, contact Sue so she can send a card from KCRSPA.

Note from the President - You Never Know Where or When Past Students Will Cross Your Path!

During my junior year at Frostburg State, I and another student were called to the Department Chair's office and asked to fill a request from the local parochial school, St. Michaels, to serve as Art teachers for the year. The assignment was funded by the PTA of the school which provided 'the specials' for the students.

The school had grades 1 - 8. I took the odd number grades, and Ralph took the even numbered grades. The second semester Ralph's schedule at college changed, so I then took all the classes, grades 1 through 8, except for the 7th grade where the nun elected for her class not to have art, as they "lost too much in the fire", that had occurred over Christmas break.

In talking with our MRSPA Executive Director, Wanda Twig recently, it came out that Wanda is from Eckhart and went to St. Michaels when I was teaching there. *Yes, Wanda Twig was a student of mine in my very first teaching assignment!* Go figure!

The students pop up when you least expect it.

Our paths cross again in her role as Director for MRSPA and my role as the President of KCRSPA. Small world! (Wanda gave this post an okay.)

Treasurer's Report

KCRSPA Treasurer's Report **Business Checking** *Starting Balance as of Nov.30, 2021 \$8,999.94 Income Raffle and Dec. Luncheon 12/07/21 \$640.00 1 State Check \$15.00 12/22/21 1 Luncheon Check \$25.00 \$680.00 **Total Income Expenses** 12/02/2021 December Luncheon \$587.41 (Country Club #1964) 12/14/2021 Edwina Walters \$27.31 (copies & USPS #1965) 12/18/2021 Kathy Clark \$86.60 (December Luncheon flowers#1966) Total Expenses: \$701.32 Starting Balance: \$8999.94 Total Income: + \$680.00 \$9679.94 Total Expenses: - \$701.32 Ending Balance as of December 31, 2021 \$8978.62 Income: 01/12/2022 1 State Check \$15.00 1 State Check \$30.00 Total Income: \$45.00 Expenses: 12/22/2021 Kent County Christmas Baskets \$100.00 Total Expenses: \$100.00 Ending Balance as of December 31, 2021 \$8978.62 + \$45.00 = \$9023.62 Total Income: Total Expenses: -\$100 = \$8923.62Ending Balance as of January 31, 2022 \$8923.62 KCRSPA Scholarship Fund **Business Savings** Starting Balance 11/30/2021 \$2092.03 Income: \$906.14 Total of 11 Donations Starting Balance: \$2092.03 + Total income \$906.14 = \$2998.17 *.14 is interest compounded Ending balance as of December 31, 2021 \$2998.17 Income: \$800.00 01/03/2022 Dr. Costella Scholarship donations \$500.00 01/03/2022 Kent County Donation \$300.00 Total income: \$800.00

Ending Balance as of Jan. 31, 2022: \$3798.17

\$2998.17 + 800.00 = \$3798.17

Kent County Retired School Personnel Association Chester River Yacht & Country Club December 2, 2021

Welcome & Call to Order: Glenn Michael

Pledge of Allegiance

Present of Minutes from last General Meeting

Installation of New Treasurer Debbie Smith by Betty Weller Our DS

Treasurer's Report: Debbie Smith Report was in newsletter

President's Report

Glenn reminded us we still need a Vice President

Committee Reports

Archives – Olythea Hunley Bylaws-Policies – Margie Baker

Community Service - Billie-Lynn Roberts

Terri Mullikin reported that her Girl Scout Troop in Rock Hall had made and placed two Little Libraries, one in Rock Hall and one In Tolchester. KCHS needs Mentors and Substitutes

Legislative – Betty Weller

Betty reported that the Legislature will be meeting in January.

Program- Hospitality – Kathy Clark will explain our basket's I audition later in Program.

Membership- Nancy Harrington introduced three new members.

Ed Silver who worked for KC for 31 years. Has retired to Del. Beaches

Ruth Reed worked at KCHS for 11 years and for the State Md 34 years, She also has been Mentoring at KCHS. Linda Reed a school Health Nurse worked for KC Schools for 20 years, welcome to all.

Nancy reminded us to be looking for new membership cards and Directory, in January.

Trips / Social Events – Nancy Harrington, she reported our trip American Music Theater was lovely and we had a Bus full. We had \$413.00 to go towards our Scholarship Fund. We have a date for next year November 16th, we had a refund from Millers of \$156.00.

Newsletter – Glenn & Terri If you are not receiving your newsletter please see them. We are not posting phone numbers. Sunshine – Sue Coleman.

Unfinished Business. None

Announcements - Jean Wright told us about a Christmas Program her Granddaughter has put together for Christmas at Kennedyville Methodist Church on Dec. 17th sounds like a great line up.

Program – Kathy Clark introduced our quest speaker to talk about our new Health Ins. and prescription co. Express Scripts, she told us we should be looking for information in the mail, with new Insurance Cards and a welcome kit within the mouth.

Gift Baskets: If you haven't brought your tickets please do so. Know place tickets in cups by the baskets, we have 8 baskets, tickets will be drawn. Tickets are &1.00

A piece or an arm's length for \$10.00. Money from baskets goes to Scholarship.

Executive Committee Meeting February 3, 2022

The meeting was called to order at 10:00 a.m. by President Glenn Michael.

We said the Pledge of Allegiance.

In attendance: Glenn Michael, Betty Weller, Sue Crooks, Margie Baker, Lee Hunley, Debbie Smith, Nancy Harrington, Brenda Shorter, Kathy Clark, and Sue Coleman.

*Treasurer Debbie Smith reported our ending balance as of Jan. 31,2022 is \$8923.62. The scholarship fund balance as of Jan. 31 is \$3798.17, which includes \$500 in the Dr. Costella scholarship fund.

Approval of the report was moved and seconded by Betty Weller and Brenda Shorter respectively.

*Pres. Report:

Due to Covid surge and reticence on the part of membership, an executive decision was made to cancel the March luncheon.

For future executive committee meetings, members will be notified/reminded by emails or phone calls due to the unreliability of the mail.

MRSPA is now sending out their membership cards. If you have not received yours yet, it should be coming soon.

Express Scripts (prescription) information has also been delivered. If there are any problems(i.e., you haven't received it) contact Labor First to correct things.

Committee Reports -

*Legislative: Betty Weller reported it will be a busy upcoming agenda, including discussion on cutting retirement taxes. This sounds good on the surface but may cause issues later. Specifically, the ability of the KCBd of Ed to fund our health care in the future.

*Program/Hospitality: Kathy Clark reported that, though there will be no luncheon in March, the newsletter will contain a response form for Scholarship fund raffle tickets. Tentatively scheduled: an invitation to the Superintendent, School Board, and new HR person for the June luncheon.

*Membership: Nancy Harrington reported that we have 97 MRSPA/KCRSPA (unified) members. Kent County has increased their membership by 5-a 5.43% increase (highest in the small county category.) A clarification was made on the \$10 gift card available when you recruit a new member. That member must choose automatic dues deduction in order for you to receive the card.

*Trips: Nancy Harrington -The annual American Music Theater date is Wednesday, Nov. 16th. Name of the show is "Thanks for the Holiday."

Nancy H. is also gathering info for a trip on the Chestertown Packet for this summer. A decision will be made later as to whether it will be a fund raiser for the scholarship fund, or just a social activity.

*Scholarship: Brenda Shorter reported that the scholarship applications have been delivered to Kent County High School. Sandy Tilghman and Caren Saunders (Teacher Academy) are aware and will encourage students to apply.

A motion was passed to have the scholarship committee send "thank you" notes to all who donate to the fund.

Fay is still working on the tax number problem in order to make the contributions tax deductible.

*Community Service: Nancy Harrington - We now have "Little Libraries" in several places in the county: Worton Park, Rock Hall, and Tolchester. KCRSPA received a major donation of used books from Galena Elementary School, where the librarian is cleaning out and reorganizing.

*All articles and news items must be emailed to Glenn by Saturday, Feb.12 for inclusion in the newsletter.

*New Business:

Nancy Harrington participated in a "zoom" state membership meeting where several suggestions were presented to improve association visibility.

- -Meet with Superintendent and HR supervisor to develop rapport.
- -Keep updated posters in the teachers' lunch rooms making our association visible
- -Develop a brochure highlighting our association, and placing it at the Bd of Ed, HR dept., and in schools
- -Reach out to school nurses and office personnel to determine needs the association might be able to fill

The meeting was adjourned at 11:10 a.m.

Respectfully submitted,

Kathy Clark, Acting Secretary

Debbie Smith Installed as new Treasurer of KCRSPA





he KCRSPA met in person at the Chester River Yacht & Country Club for the December meeting. We were served a delicious meal.

During the meeting Betty Weller installed Debbie Smith as the new treasurer. We are deeply grateful that Debbie stepped up to the position.

The Program for the dinner meeting was changes in the insurance. Bryn Kibler, HR Benefits Specialist from the Board office, was the speaker. She spoke about the changes in the health insurance companies and our prescription services for those on the Board of Education plan as supplemental to the Medicare. She was informative, and is available if you have questions or concerns,

Labor First is still the coordinating concern and can be most helpful navigating specific questions on insurance and prescriptions. The Labor First number is 855-236-7152.

Not only was it good to be back meeting in person for only the second meeting of 2021, but it was also fun and productive to have the option for the ever popular Basket Raffle. This provides funds to help out our Scholarship fund, the main reason for being.

You can see the gift baskets that were given out in the raffle. Unfortunately we didn't get a listing of who won what, but the President won the Italian Dinner basket and was a VERY NICE basket!!!!





MEMBERSHIP UPDATE - Nancy Harrington

KCRSPA welcomes two members, Cathy McCall and JoCarol Miller, to our association. We are so glad you have joined our active group of retirees.

KCRSPA has 97 MRSPA/KCRSPA members, giving us a 5.43% increase. Please continue to "reach out" to retirees, encouraging them to join our membership.

If any member would like an updated directory, please let me know and I will get one to you.

AMERICAN MUSIC THEATRE TRIP - Nancy Harrington

Our trip to the AMT in Lancaster is scheduled for Wednesday, November 16th.

The show is called "Thanks for the Holiday." This trip supports our Scholarship Fund...so save the date!

LEGISLATIVE - Betty Weller

There will be a busy upcoming agenda, including discussion on cutting retirement taxes. This sounds good on the surface but may cause issues later. Specifically, the ability of the KCBd of Ed to fund our health care in the future.

COMMUNITY SERVICE

Community service is an important part in the lives of the KCRSPA members. Our members are active volunteers in the communities where they live, and volunteer in several capacities with the local school systems, churches and food pantries. In the past, our members have volunteered in the schools as Character Counts coaches, readers and in March make an annual visit to the elementary schools to read on Dr. Suess' birthday. Restrictions and challenges caused by COVID have limited many of these activities.

At each of our four luncheons during the year we make contributions to the local food pantry, and provide books for young readers to take home from the pantry. We make special donations of coats, gloves and mittens in December.

Currently we are working on a project to provide mini-libraries in parts of the county. Thanks to Nancy and Mike Harrington for maintaining the "little Library" at Worton Park. Book donations, especially Middle School level, are needed. Terri Mullikin and her Girl Scout troop have started similar libraries at Tolchester and the Rock Hall baseball field. They are also working on a mosquito garden in Rock Hall.

If you are interested in volunteering with Home Port contact Sue Coleman.

Billie Lynne Roberts, Community Service

Scholarship Committee Report

The scholarship itself has been dropped off at KCHS and Billie Lynne has spoken with Sandy Tilghman, one of the guidance counselors, concerning the posting of the scholarship app. and reminding seniors to check their own availability for the scholarship. Sandy was to remind seniors every Friday. If anyone of us wanted to contact Sandy her information is: 410-829-4763.

Another helpful scholarship source for reminding students is Caren Saunders, the teacher of the Teacher Academy at KCHS.

Last items we needed to arrive at guidelines for sending/handing out thank you notes to those who donated to the scholarship fund. *At our meeting, we did decide to continue to send thank you notes no matter the amount donated. Also, April 15th is the date the scholarship apps. are due to our committee. We also discussed briefly who the student was who needed to return a scholarship since he was changing schools and we would consequently send his scholarship funding to whatever new school he would be attending.

**Our total scholarship fund balance is \$3,798.17, which includes the Lorraine Costella \$500.00 scholarship amount also. *Billie Lynne Roberts Chair, KCRSPA Scholarship Committee (via Brenda Shorter)*

Important Item to Keep In Mind

The *KCRSPA General Meetings* are the First Thursday of the month in March, June, October and December. Unfortunately due to Covid we will not meet for a General Meeting in March.

We are still planning that we will meet in person for the June Meeting. The June meeting will be June 2. October meeting will be October 6, and December Meeting will be December 1.

PLEASE put these dates on your calendar so you are able to attend. It's good to get together with past colleagues and friends.

It's also good to have a meal while supporting the Scholarship fund.

Locations are selected just prior to the Executive Committee Meetings which are held the first Thursday of the month preceding the General Meeting. Specific details on location, menu, etc. will be in the newsletter issued following the Executive Committee Meeting. Looking forward to seeing as many as possible at the meetings.

MRSPA Fund Donations

The MRSPA Community Service and Scholarship Committees provide tremendous support to students and staff in schools across Maryland. In the past, funds for these scholarships and mini-grants were partially obtained through in-person sale of raffle tickets statewide. Last year, we sold raffle tickets via this newsletter and via local newsletters with great success. This year we are again seeking *donations* to the *MRSPA Fund* to continue our work. All donations are tax deductible and come with our thanks and appreciation!

To show our appreciation, your name will be entered into a drawing upon receipt of your donation. Donations of \$10 will earn 1 raffle ticket, and donations of \$25 will earn 3 raffle tickets incrementally. MRSPA staff will write your name on the correct number of tickets when we receive your check. The drawing will take place at the May 2022 Annual Business Meeting, whether held in person or virtually. You can win the \$300 cash first prize, a Maryland themed basket valued at \$150 second prize, or one of 5 third place themed baskets valued at \$75: Cooking, Spa, Wine Lover, Movie Night, and Sports Lover. Out-of-state basket winners will receive gift cards in lieu of basket contents.

Entering the drawing is fun and easy!

- 1. Make your check payable to "The Community Foundation of Frederick County"
- 2. Write MRSPA Fund Donation on the FOR line
- 3. Date and sign your check
- 4. Mail check and completed form to:

MRSPA 8379 Piney Orchard Parkway, Suite A, Odenton, MD 21113

Due by March 22, 2022

Please, include the form below with your donation. Receipts will be sent via email or US Mail.



	MRSPA Fund Donation
Your Name:	
Your Address:	
Home Phone: _	Cell Phone:
Email:	

STATE LEGISLATORS CONTACT INFORMATION

State Senator: Stephen S. Hershey, Jr.

320 James Senate Office Building 11 Bladen Street Annapolis, MD 21401 Phone 410-841-3639 | 301-858-3639 Fax 410-841-3762 | 301-858-3762 Contact

steve.hershey@senate.state.md.us

Note that I have linked the emails, so you just have to click on the link and it should go right to email.

State Delegate: Steven J. Arentz 308 Lowe House Office Building 6 Bladen Street Annapolis, MD 21401 Phone 410-841-3543 | 301-858-3543 Fax 410-841-3098 Contact steven.arentz@house.state.md.us State Delegate: Jefferson L. Ghrist

430 Lowe House Office Building 6 Bladen Street Annapolis, MD 21401 Phone 410-841-3555 | 301-858-3555 Contact

Jeff.Ghrist@house.state.md.us

State Delegate: Jay A. Jacobs 321 Lowe House Office Building 6 Bladen Street Annapolis, MD 21401 Phone 410-841-3449 Contact jay.jacobs@house.state.md.us



Scholarship Fund

Educators need to be in the forefront of supporting education. Please help us support high school students planning a career in education because scholarships mean a lot to students and their families. In yet another year unlike any other, the need is clear. Your gifts ensure opportunities for success. In the past 16 years our association has awarded more than \$30,000 in scholarships to deserving KCHS students. These awards are made possible by our members who are asked to contribute \$25 annually, though any and all amounts are appreciated. This year we have received some generous donations from our members. Many thanks to those who already made a contribution.

Member donations are encouraged and always important. We are fortunate to be able to meet and have our raffles to help the cause. This is a major goal of our organization! We look forward to future gifts that will allow us to support a brighter future for our students.

One student wrote: "Thank you for believing in me and my ability to succeed..." Please think about a donation to our fund for the next school year and use the form provided.

Thank you for your oblicial and it.
Billie Lynne Roberts
Chair, Scholarship committee

Scholarship Donation Form

Thank you for your consideration

Name	Date
Amount	
In honor or memory of:	
Thank you for your support. Che	cks may be made to KCRSPA and mailed to :

Debbie Smith 209 Pear Tree Point Road Chestertown, MD 21620

Executive Committee 2021

President

Glenn W. Michael 23169 Old Fairlee Road Chestertown, MD 21620 fastaperture@gmail.com

Vice President To be appointed

Past President

Sue Crooks 26895 Mallard RD 21620 Chestertown, MD 21620 susanlcrooks@yahoo.com

Secretary Edwina Walters

96 Midway DR Earleville, MD 21919 edwinawalters@rocketmail.com

Treasurer

Debbie Smith 209 Pear Tree Pt.RD. Chestertown, MD 21620 debbiesmith828@gmail.com

Archives Chairs Olythea Hunley

PO Box 4 Still Pond, MD 21667 olytheab@gmail.com

By-Laws Chair Margie Baker

220 Calvert Str. Chestertown, MD 21620

Legislative Chair Elizabeth Weller

216Duke of Kent Street Chestertown, MD 21620 weller.betty@gmail.com

Community Service Billie Lynne Roberts

26661 Old Still Pond Road Still Pond, MD 21667 db.roberts@verizon.net

Hospitality/Program Co- Chairs Kathy Clark

199 Rolling Road Chestertown, MD 21620 qdclark2@verizon.net

Nancy McCloy

PO Box 105 Still Pond,MD 21667 nmccloy@aol.com

Bonnie Smith

308 Mayfair Drive Chestertown,MD 21620 mollybeasmith3@gmail.com

Membership/Pre-Retirement Co-Chairs Nancy Harrington

530 High Bridge RD Millington,MD 21620 nmhar@verizon.net

Sue Crooks

26895 Mallard RD Chestertown, MD 21620 susanlcrooks@yahoo.com

Newsletter Glenn Michael

23169 Old Fairlee RD Chestertown, MD 21620 fastaperture@gmail.com

Terri Mullikin

5885 Cottage Avenue Roch Hall, MD 21661 rockhallpixie@verizon.net

Nominations To be announced

Scholarship Co Chairs Billie Lynne Roberts 26661 Old Still Pond Road Still Pond, MD 21667 db.roberts@verizon.net

Sue Crooks

26895 Mallard RD Chestertown, MD 21620 susanlcrooks@yahoo.com

Charlotte Potts

PO Box 446 Chestertown,MD 21620 (no email)

Brenda Shorter 10387 Bunting RD

Chestertown,MD 21620 bshorter20@gmail.com

Sunshine Sue Coleman

178 Birchwood Lane Galena, MD 21635 magpiesuz@gmail.com

Trips/Social Activities Nancy Harrington

530 High Bridge RD Millington,MD 21620 nmhar@verizon.net

Edwina Walters

96 Midway Dr Earleville, MD 21919 edwinawalters@rocketmail.com



KCRSPA ANOTHER COVID PAUSE for THURSDAY, MARCH 3RD

Thanks to everyone who answered our survey about the March luncheon. Since the responses were pretty evenly split, an executive decision was made to cancel the Spring general meeting. We prefer to "err on the side of caution" where the health of our membership is concerned. Hopefully, June will be a return to more normal circumstances and we can once again gather in confidence.

As happened before in this situation, we are encouraging everyone to use their "lunch money" to purchase raffle tickets. Our scholarship fund depends on the continued generosity of our membership, and a large part of that is the 50-50 raffle we usually have at the luncheons.

Below you will find a response form for the raffle instead of lunch. Please fill it out and send it to: Kathy Clark

> 199 Rolling Rd. Chestertown, Md. 21620

Responses must be returned by MONDAY, FEB. 28TH. Checks should be made payable to KCRSPA. The drawing will take place on Thursday, March 3rd. Winner will be contacted by phone.

RAFFLE TICKETS	\$1 Each/ 6 for \$5	
Name		
No. of tkts		Amt. enclosed
Phone No.		

