

24 Woodland Drive
New Ulm, MN 56073

November 17, 11986

Mr. Lynn Dobson Organbuilder
200 North Illinois
Lake City, IA 51449

Re: Wisconsin Lutheran Seminary, Mequon, WI

Dear Lynn,

Perhaps you will recall that we have discussed the possibility of a new instrument for the chapel of this school. Meeting with its Organ Committee last Saturday, it was decided to obtain firm bids on their instrument at this time. Your firm was recommended as one of a small circle of outstanding builders and I am pleased that this client wishes to work with you.

It would be of great help if you could conform to the schedule as outlined here. All correspondence regarding the organ should be in my hands by December 10. The next week the Organ Committee will meet with me to review your bid and proposals. At that same meeting the committee will formulate a recommendation regarding the selection of a builder. This recommendation will go to the seminary's governing board at its January meeting. We are expecting that a contract will be signed at that time.

Enclosed you will find some materials describing the instrument and the chapel space. While the stoplist is fixed rather firmly, we respectfully suggest that you prepare your own layout and visual effects.

We thank you for responding to our requests. Your firm, we b is capable of producing the quality instrument necessary at this prestigious school. Lynn, it would be my pleasure to work with you again and I trust the feeling is mutual.

Sincerely,

Edward H. Meyer
Edward H. Meyer

enclosures

cc: Organ Committee Chairman

to Dubson

copy

Information sought by Wisconsin Lutheran Seminary's
Organ Committee and Organ Consultant

1. Firm contract price
2. Information concerning warranty
3. Information concerning usual payment schedule
4. Information concerning the period for which your bid
is valid.
5. Anticipated delivery date

ehm November 17, 1986