



Anti-Cancer Council of Victoria

21st December, 1984

Mrs. E.E. Stride,
2/31 Monomeath Avenue,
CANTERBURY, 3126

Dear Mrs. Stride,

We were very pleased to receive your cheque for \$1,000 in the mail recently. This is certainly an extremely generous gesture on your part and we thank you most sincerely. Our official receipt is enclosed.

The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more in the one year. This means that one of our research workers would be named, for instance, the recipient of the "E.E. STRIDE RESEARCH AWARD FOR 1985". If you would like to have your gift recognised in this way, please contact me and we shall name the award as soon as possible.

I have enclosed a copy of our latest Annual Report which I hope you will find of interest.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

12/12/84	953774	MRS E E STRIDE		\$1000	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCERCOUNCIL OF VICTORIA
Donations of \$ 2.00 and over are tax deductible.
246344

PHONE: 654 2411
Per

Anti-Cancer Council of Victoria



21st December, 1984

Miss S.M. Stokes,
2/36 Bayview Crescent,
BLACK ROCK, 3193

Dear Miss Stokes,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and an official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Thank you for your good wishes to everyone at the Council. We hope that you, too, will have a happy and healthy new year.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

12/12/84	955241	MISS S M STOKES		\$10	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	
ANTI-CANCER COUNCIL OF VICTORIA			PHONE: 654 2411		
Donations of \$ 2.00 and over are tax deductible.			Per		
246916					

Anti-Cancer Council of Victoria



21st December, 1984

Mr. Bruce P. Waxman,
Lecturer,
The University of Melbourne,
Department of Surgery,
8th Floor,
Austin Hospital,
HEIDELBERG, 3084

Dear Mr. Waxman,

Thank you for your letter. I appreciate your comments and will ensure they are forwarded to committee members.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria

21st December, 1984

Moules,
Barristers & Solicitors,
28th Floor, B.H.P. House,
140 William Street,
MELBOURNE, 3000

Dear Sirs,

Re: Estate late Winifred Maud Erikson

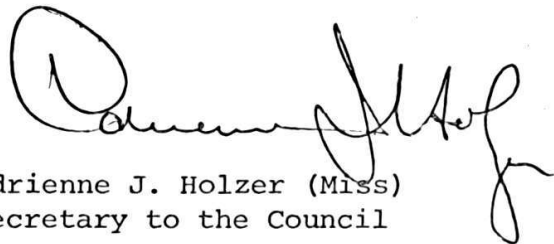
Thank you for your letter EMB:DEC:17:PM JMF:00561010:4 enclosing a cheque for \$50,000-00 being an interim distribution on account of the Council's one-third share in the residue of the above estate.

We acknowledge receipt of an extract from the Will stating that the money is to be used for the purposes of research in the memory of the late K.J. Eriksen.

Our official receipt is enclosed together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice and to receiving a copy of the Statement of Receipts and Payments in due course.

Yours faithfully,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria

21st December, 1984

Mrs. D. Hatch,
15 Farrell Street,
NEW GISBORNE, 3438

Dear Mrs. Hatch,


I was disturbed to receive your advice that the Council has approached you recently for a donation in spite of you having advised us three years ago that you did not wish to be contacted again.

I apologise for our error and trust you will forgive us on this occasion. I have now deleted your name from our mailing lists.

Thank you very much for your donation towards the work of the Council. The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Our official receipt is enclosed.

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



21st December, 1984

The Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE, 3000

Dear Sir,

Re: Estate F.M. Gillett

Your Ref. IWM:BVW:BR

I refer to our previous correspondence concerning the above estate.

At its last meeting, the Finance Committee agreed that the Council's share in the above estate should be accounted for solely in cash.

I look forward to your early advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

ANTI-CANCER COUNCIL OF VICTORIA

MEMORANDUM TO:

DAN BREWER

FROM:

ADRIENNE HOLZER

RE:

JOHN NANKERVIS

John will now only be doing special work for us and it has been agreed that we should pay him on an hourly rate based upon his final salary. Mileage should be paid in accordance with Council rates.

John's first expense claim form is attached - could you see to this on your return?



21st December, 1984

Anti-Cancer Council of Victoria



21st December, 1984

Mr. & Mrs. J. MacFarlane,
146 Johnstone Street,
CASTLEMAINE, 3450

Dear Mr. & Mrs. MacFarlane,

I was disturbed to receive your advice that the Council has approached you for a donation recently in spite of having received annual contributions from you for many years.

We have a policy of only sending letters of request once a year, but somehow your name has been duplicated.

I apologise for our error and trust you will forgive us for appearing so greedy. We do thank you for sending a further donation as a Christmas gesture, and our receipt is enclosed.

With best wishes for health and happiness in 1985,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

12/12/84	955201	MR & MRS J MACFARLANE		35	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA
Donations of \$ 2.00 and over are tax deductible.
246876

PHONE: 654 2411
Per

Anti-Cancer Council of Victoria



21st December, 1984

Mrs. R. Phefley,
50 Parker Street,
WILLIAMSTOWN, 3016

Dear Mrs. Phefley,

Thank you so much for your recent letter and donation towards the work of the Council. Our official receipt is enclosed.

We have an Opportunity Shop in Bridge Road, Richmond where voluntary help and goods for sale are always most welcome.

I will pass your letter on to Mrs. Frances Langley, the Manageress of the Shop, and she will contact you in the new year to discuss your suggested contribution of handwork for sale.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

c.c. Mrs. F. Langley

18/12/84	955256	MRS R PHEFLEY			\$5 00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	
ANTI-CANCER COUNCIL OF VICTORIA					PHONE: 654 2411
Contributions of \$2.00 and over are tax deductible.					Per
46931					

ANTI-CANCER COUNCIL OF VICTORIA

MEMORANDUM TO: N.J.G.
FROM : A.J.H.
RE: FACES OF THE 80's QUEST

I thought I should put my concerns about the Quest in writing for you.

The Council would be required to:

- (a) Organise a State finals night;
- (b) Organise a system whereby authority is given to contestants to raise funds on our behalf - special receipt books and accounting system needed;
- (c) Investigate incentive prizes for contestants;
- (d) Organise Units and service clubs to support contestants;
- (e) Utilise State finals night as a fund raising promotion by organising a charity dinner for the occasion - i.e. a special organising committee to arrange publicity, sell tickets, auctions, etc.

As you are aware, Bev Lovegrove had applied for leave in April (daughter's wedding) and I would be most reluctant to ask her to forego even part of a well deserved four weeks' leave.

In addition, Cancan have planned their own functions for March and May and I cannot see them being overly enthusiastic about 'adopting' something else also being run in May.

In short, I believe that we will have the utmost difficulty in coping with the project. I also have the feeling that the ACS delegates have been bulldozed into accepting it as a project without enough detailed information being available for them to make a considered decision.

Having said all that, I know we're probably stuck with it. Could we discuss it further please.


20th December, 1984



Anti-Cancer Council of Victoria

20th December, 1984

Mr. F.E. Edwards,
37 Airlie Road,
MONTMORENCY, 3094

Dear Mr. Edwards,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and an official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

We have noted that you have requested that we do not send you a stamp on the return envelope in future. We have a large number of voluntary workers who address and send out about 14,000 of these regular appeal letters each month and, because of the system, it may be difficult to comply with your wishes. We will however do our best.

You may be interested to know that we have tested this method of sending a stamped return envelope regularly as we realise how sensitive an area it is. It was tested with alternative methods of return envelope (e.g. business reply, no stamp) and each test proves conclusively that far more money was raised by the two stamp approach. (We do obtain bulk mail postage reductions and therefore do not pay the full amount for outgoing stamps.)

The Council receives less than 5% of its funds from the State Government, and we therefore have to raise our funds by the best means available to us. Our large number of volunteers help us enormously in this regard. We are vitally conscious of how difficult it is to raise funds, and we are therefore most careful in how we spend them.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

11/12/84	952935	MR F E EDWARDS			\$10.00
DATE	REC. No.		RECEIVED WITH THANKS	CASH	CHEQUE
ANTI-CANCER COUNCIL OF VICTORIA			PHONE: 654 2411		
Donations of \$ 2.00 and over are tax deductible.			Per <i>Adrienne J. Holzer</i>		
245876					

ANTI-CANCER COUNCIL OF VICTORIA

MEMORANDUM TO: N.J.G.

FROM: A.J.H.

RE: "FACES OF THE 80's QUEST

Following my memo of yesterday, two things have happened:

- (1) Clive Miller (S.A. Cancer Foundation) has telephoned expressing his concerns about participating in the Scheme. He is also trying to contact Clive Deverall and Les Baillie to obtain their views. If four states (including us) are unhappy about proceeding then perhaps the whole concept can be dropped.
- (2) I have spoken again to Lawrie - Channel 9 have refused to telecast the Quest on a national basis - although Channel 9 in Brisbane is going to cover the finals. This means that all the major sponsors have also withdrawn support. I understand the June Dally-Watkins company now intends to cover the costs of sponsorship.

The whole project is now much more low key than originally proposed.

Apart from my concerns expressed in the other memo, I don't wish to embarrass our delegates, especially Brian in his position as President.

21st December, 1984

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8412-203

TO: ALL GARAGE USERS
FROM: A.J. Holzer
SUBJECT: SECURITY
DATE: December 20, 1984 (6199)
COPIES:

Would you please all take special care to close the garage door when you leave of an evening. (I don't particularly relish having to re-dress to come in to do it for you as nearly happened last night!)

The laneway gate has also been left open on numerous occasions so please also take care to ensure this is closed when you leave.

A.J.H.

Anti-Cancer Council of Victoria



December 20, 1984

Mrs. J.M. Scarce,
40 Lanark Street,
CLAYTON, 3169

Dear Mrs. Scarce,

I was disturbed to receive your advice that the Council has approached you for a donation recently in spite of having received contributions from you in July and August this year.

We have a policy of only sending letters of request once a year, but somehow your name has been duplicated.

I apologise for our error and trust you will forgive us for appearing so greedy.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 19, 1984

Messrs. Frost & Assoc.,
Barristers, Solicitors & Notaries,
National Australia Bank Building,
88a Mt. Eliza Way,
MOUNT ELIZA, 3930

Dear Sirs,

Re: Estate of Vera Jessie Bradbury deceased

Thank you for your letter FL:PK of December 13 enclosing a cheque for \$1000 being payment of a legacy bequeathed to the Council under the terms of the will of the late V.J. Bradbury.

In order to satisfy audit requirements, would it be possible for you to forward to the Council a copy of, or an extract from, the Will of the deceased at your convenience.

We enclose our official receipt together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-BQ-070

Anti-Cancer Council of Victoria



December 19, 1984

Messrs. Engel & Loadman,
Barristers & Solicitors,
P.O. Box 464,
BAIRNSDALE, 3875

Dear Sirs,

Re: Estate C.J. Rawlings

Thank you for your letter of November 28 advising that the house property from the above estate has been finalised.

We enclose the signed Release Form and look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-BQ-066



Anti-Cancer Council of Victoria

December 19, 1984

Mr. & Mrs. L.M. Fryer,
13 Nicholas Court,
POINT LONSDALE, 3225

Dear Mr. & Mrs. Fryer,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and our official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

With best wishes and thanks,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-GE-205

Anti-Cancer Council of Victoria



December 19, 1984

The Trust Officer,
National Trustees Executors & Agency Co. Ltd.,
G.P.O. Box 2819AA,
MELBOURNE, 3001

Dear Sir,

Re: estate of John Henry Mitchell deceased

Thank you for your letter MJH:AP of December 13 advising that the Council is entitled to a 4/72nd share in the residue of the above estate.

We acknowledge receipt of a copy of the Will.

Please find enclosed a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-BQ-067

Anti-Cancer Council of Victoria



December 19, 1984

The Trust Officer,
National Westminster Bank PLC,
48 Terminus Road,
EASTBOURNE,
EAST SUSSEX, BN21 3LX
UNITED KINGDOM

Dear Miss Richmond,

Re: Mrs. Elizabeth Joan Turner, deceased

Thank you for your letter 2/EA 995508/PB/DR advising that the Council has been named a beneficiary in the Australian Residuary Estate of the late Mrs. E.J. Turner.

We acknowledge receipt of the copy of the Will and note that a detailed statement of the assets and liabilities of the Australian Estate will be forwarded by you as soon as possible.

Enclosed please find a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-BQ-068

Anti-Cancer Council of Victoria



December 19, 1984

Messrs. L'Estrange & Kennedy,
Barristers & Solicitors,
291 Bridge Road,
RICHMOND, 3121

Dear Sirs,

Re: Estate Godfrey O'Hagen Hayes, deceased

Thank you for your letter of December 14 enclosing a cheque for \$31,363-00 being the Council's one-thirteenth share of the residuary estate of the late G.O. Hayes to be used by the Anti-Cancer Council of Victoria for its public scientific or public educational purposes in Victoria. Our official receipt is enclosed.

We acknowledge receipt of the Administration Account of the Estate up to 20th November 1984 and note that a further distribution will be made when income tax matters are finalised.

Enclosed is a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-BQ-069

Encl:

Anti-Cancer Council of Victoria



December 19, 1984

Messrs. R.T. Breen & Co.,
Barristers & Solicitors,
86 Church Street,
MIDDLE BRIGHTON, 3186

Dear Sirs,

Re: Estate of Gladys Penreath, deceased

Thank you for your letter SS:DV of December 13 enclosing a cheque for \$500 being payment of a legacy bequeathed to the Council under the terms of the will of the late Gladys Penreath.

In order to satisfy audit requirements, would it be possible for you to forward to the Council a copy of, or an extract from, the Will of the deceased at your convenience.

We enclose our official receipt together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-BQ-070

Anti-Cancer Council of Victoria



December 19, 1984

Mrs. F. Godfrey,
Secretary,
Hillcrest Friendship Club,
38 Leatherwood Crescent,
MULGRAVE, 3170

Dear Mrs. Godfrey,

I would like to thank you and the ladies of the Hillcrest Friendship Club for your further generous donation of \$1,200 from the proceeds of your street stall towards the research work of the Council.

We appreciate the time and effort that goes into raising this amount of money and we are extremely grateful for your continued support. Please convey our thanks to the ladies for their work during the year and we are pleased to learn that you intend to continue raising funds for cancer research in this way next year. Our official receipt is enclosed.

I will be very happy to name a research worker the recipient of the "HILLCREST FRIENDSHIP CLUB RESEARCH AWARD" for 1985 early next year and will write you again informing you of the recipient's name and the research work undertaken.

With very best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

3/12/84	954377	HILLCREST FRIENDSHIP CLUB		\$1200	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA

Donations of \$ 2.00 and over are tax deductible.

46616

PHONE: 654 2411

Per



Anti-Cancer Council of Victoria

December 19, 1984

Mrs. C.G. Cameron,
8 Stephens Parade,
BARWON HEADS, 3227

Dear Mrs. Cameron,

I would like to thank you most warmly for your further generous donation of \$5,000 towards the work of the Council. Your continued support is greatly appreciated by us all.

The fight against cancer can continue only with the help of our many friends.

We are happy to inform you that Dr. J.A. Reiss of the La Trobe University Department of Chemistry will continue as the recipient of the "ELAINE CAMERON RESEARCH AWARD" for 1985. This will be third year of his research into "Bis-Intercalating Derivatives of Adriamycin" attempting to limit the side effects of anti-cancer drugs in the treatment of cancer patients.

Our official receipt is enclosed.

With best wishes and thanks,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:.

13/12/84	954149	MRS C G CAMERON			\$ 5000 00
DATE	REC. No.			CASH	CHEQUE
ANTI-CANCER COUNCIL OF VICTORIA			RECEIVED WITH THANKS		
Donations of \$ 2.00 and over are tax deductible.			Per <i>Adrienne J. Holzer</i> PHONE 654 2411		
246448					

Anti-Cancer Council of Victoria



December 19, 1984

Miss Karen Kaufmann,
195 Kilby Road,
EAST KEW, 3102

Dear Miss Kaufmann,

Thank you for your recent letter requesting employment at the Anti-Cancer Council of Victoria.

The Council does not conduct research but finances research projects in Universities and hospitals in Victoria.

I will keep your letter on file, but would suggest that you should contact University departments for the position you are seeking.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council



Anti-Cancer Council of Victoria

December 19, 1984

Dr. J.A. Reiss,
Department of Organic Chemistry,
La Trobe University,
BUNDOORA, 3083

Dear Dr. Reiss,

Thank you for your letter.

I am sorry that you have had staff problems throughout the year. Unfortunately the Council is unable to comply with your request, and any surplus amount should be returned to the Council.

I hope you have more success in 1985.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-31

Anti-Cancer Council of Victoria



December 19, 1984

Dr. D.H. Barkla,
Department of Anatomy,
Monash University,
CLAYTON, 3168

Dear Dr. Barkla,

Thank you for your letter of December 4th, 1984 requesting a travel grant from the Council of \$2,195-00.

I will bring this matter to the attention of the Medical & Scientific Committee at its next meeting in February 1985 and then advise you of the decision.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-MS-21

Anti-Cancer Council of Victoria



December 19, 1984

Mr. Ian G. Blake,
Premier Carpet Care,
1 High Street,
WINDSOR, 3181

Dear Mr. Blake,

Thank you for your letter of December 11, 1984 enclosing a cheque for \$101-00 being the Council's contribution from you for each of 101 completed carpet cleaning jobs to the value of \$39 or more during the months of October and November this year.

We are extremely grateful for your support and look forward to receiving further sums in due course. Our official receipt is enclosed.

With best wishes and thanks,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-GE-204

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8412-202

TO: ALL STAFF
FROM: A.J. Holzer
SUBJECT: CHRISTMAS BREAK-UP LUNCHEON
DATE: December 19, 1984 (6198)
COPIES:

An informal Christmas luncheon for all staff will be held in the Boardroom on FRIDAY, DECEMBER 21 at 12.30 P.M.

Would you all please bring a plate of food to share (drinks will be provided) and come and join together for an hour of fun, feasting and frivolity.

Any queries, please see Rick or Shirley.

MEMBER OF THE AUSTRALIAN PROFESSIONAL SOCIETY
OFFICE OF THE CHIEF EXECUTIVE OFFICER (Legal Affairs) Sir Peter Murray KCMG AO Governor of Victoria
Director Dr Nigel Gray A.M. MB B.S. FRACJ. FRACMA

Anti-Cancer Council of Victoria



December 19, 1984

Mr. A.F. Smith,
Gillotts,
Solicitors,
500 Collins Street,
MELBOURNE, 3000

Dear Tony,

I am currently trying to put together some information about the Council for solicitors.

This has arisen as a result of our survey earlier in the year.

It is proposed to send all solicitors a folder (manilla folder size) which will have information about the Council printed on it. Inside the folder there will be a flap which will enclose handouts for clients.

I'm trying to make the suggested giving 'Clauses' as simple as possible and wonder whether you would be good enough to check what I've written and alter as necessary.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-BQ-062

Anti-Cancer Council of Victoria



December 19, 1984

Mr. A.F. Smith,
Gillotts,
Solicitors
500 Collins Street,
MELBOURNE, 3000

Dear Mr. Smith,

I have enclosed copy of correspondence from Corrs Pavey Whiting & Byrne relating to the estate of the late Janina Kalito.

We would be pleased to receive your recommendation concerning the executors commission at your earliest convenience.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 18, 1984

Messrs. Henderson & Ball,
Solicitors,
666 High Street,
EAST KEW, 3102

Dear Sir,

Re: Estate of Jean Wilhelmina Junck deceased

In reply to your letter, the Council agrees to executors commission of 4% of the gross estate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-BQ-061

Anti-Cancer Council of Victoria



December 18, 1984

Mrs. B. Charles,
56 North Road,
BRIGHTON, 3186

Dear Mrs. Charles,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and our official receipt is enclosed together with a copy of our latest Annual Report.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

As requested by you, your donation will be put towards a research project into leukaemia.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-DN-20

11/12/84	953117	MRS B CHARLES		\$200	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA
Donations of \$2.00 and over are tax deductible.
245999

PHONE: 654 2411
Per



Anti-Cancer Council of Victoria

December 18, 1984

Mr. A.R. Hislop,
Main Street,
GOORNONG, 3557

Dear Mr. Hislop,

Please accept our apologies for the error of sending a letter addressed to your late father.

We have a large number of voluntary workers who address our appeal letters and envelopes, and unfortunately an error was made in the transcription.

I am sorry for the distress the letter caused your mother.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-GE-203



Anti-Cancer Council of Victoria

December 18, 1984

Mr. B.L.G. Kneale,
Senior Gynaecologist,
Director of Oncology,
Royal Women's Hospital,
132 Grattan Street,
CARLTON, 3052

Dear Mr. *Benny* Kneale,

re: Robert Fowler Fellowship

Thank you for your letter of December 14th regarding an application for a Robert Fowler Fellowship on behalf of Dr. Leo D. Lagasse.

Would you please send me a copy of Dr. Lagasse's Curriculum Vitae in support of this application.

I will bring this matter to the attention of the Medical & Scientific Committee at its next meeting in February, 1985 and will then advise you of the decision.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-202

Anti-Cancer Council of Victoria



December 18, 1984

Dr. James S. Wiley,
Department of Haematology,
Austin Hospital,
HEIDELBERG, 3084

Dear Dr. Wiley,

re: Robert Fowler Fellowship

Thank you for your letter of December 14th regarding an application for a Robert Fowler Fellowship on behalf of Professor A.R.P. Paterson.

Would you please send me a copy of Professor Paterson's Curriculum Vitae in support of this application.

I will bring this matter to the attention of the Medical & Scientific Committee at its next meeting in February, 1985 and will then advise you of the decision.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-202

Anti-Cancer Council of Victoria



December 18, 1984

Messrs. Testart, Robinson & Pitts,
Barristers & Solicitors,
P.O. Box 140,
BUX HILL, 3128

Dear Sir,

Re: Estate Joan Florence Mason deceased

Thank you for your recent correspondence advising that the Council is a one-half beneficiary in the above estate.

A signed interim Distribution Statement is enclosed as requested, as well as a copy of our last Annual Report which you may care to pass on to the relatives of the late Miss Mason if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

LK-BQ-060

Anti-Cancer Council of Victoria



November 23, 1984

LR-BQ-043

Mr. Kevin J. Allman,
Barrister & Solicitor,
195-197 Raymond Street,
SALE. 3850.

Dear Sir,

Re: Estate Iris Louisa Senini Deceased

Thank you for your letter KJA:HH dated November 19, 1984 advising that the Council has been named as a beneficiary under the terms of the Will of the late Iris Louisa Senini.

I acknowledge receipt of the copy of the Will and Form DD5, the latter of which has been duly signed and is enclosed herewith together with a copy of our latest Annual Report which you may care to pass on to the relatives of the Deceased if you think it appropriate.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



December 14, 1984

Mr. Martin Amrstrong,
General Manager,
I.N.C. Australia,
P.O. Box 86,
WAVERLEY, N.S.W. 2024

Dear Mr. Armstrong,

Thank you for your letter of December 10 requesting a copy of our Annual Report.

I have pleasure in enclosing a copy and hope you will find it of interest. I have added your name to our mailing list and will forward you the 1985 report in October next year.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 14, 1984

LR-DN-024

Mrs. Maria Piscioneri,
Box 258,
IRYMPLE, 3498

Dear Mrs. Piscioneri,

Thank you for your recent letter and further donation of \$20.

Please accept our apologies for the incorrect spelling of your late husband's name. We have altered our records and the "GIUSEPPE PISCIONERI RESEARCH AWARD FOR 1985" will be named early in the new year. We will contact you again then with more information.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 14, 1984

The Trust Officer,
The Union-Fidelity Trustee Company
of Australia Limited,
G.P.O. Box 888G,
MELBOURNE, 3001

Dear Sir,

Re: Estate of the late E.F.M. Sharp

Thank you for your letter 214:VM of 3rd December enclosing a cheque for \$24,187-12 being the Council's quarter share in the residue of the above estate.

Our official receipt is enclosed and we have noted that Statements of the Estate will be forwarded in due course.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 17, 1984

Messrs. A.J. Mahon & Associates,
Barristers & Solicitors,
Suite 3,
20 Albert Street,
McKINNON, 3130

Dear Sirs,

Re: Estate of the late Nancy May Miller

Thank you for your letter and copy of the sworn valuation of the property in Forest Hill.

I would like to confirm that the Council undertakes to abide by the terms of the will of the late Miss Miller and that the money will be used for research into the causes and cure of cancer.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 14, 1984

Mr. J. Morce,
6 Rona Street,
RESERVOIR, 3073

Thank you very much for your recent letter enclosing a cheque for \$2,000 towards research into cancer. This is an extremely generous gesture on your part and we thank you most sincerely. Please accept our deepest sympathy in the loss of your wife.

The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more in the one year. This means that one of our research workers would be named, for instance, the recipient of the "MRS. J. MORCE RESEARCH AWARD FOR 1985". If you would like to have your gift recognised in this way, please contact me and we shall name the award.

I have enclosed a copy of our latest Annual Report which I hope you will find of interest.

Once again, we are deeply grateful for your support.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 11, 1984

The Accountant,
University of Melbourne,
Grattan Street,
PARKVILLE, 3052

Dear Sir,

The Anti-Cancer Council of Victoria has recently awarded a Ph.D. Research Scholarship to one of your students. A copy of the conditions of the award is attached.

The successful student is Mr. Anthony J. Kemp who will be undertaking his studies in the Russell Grimwade School of Biochemistry. A copy of his successful application is also enclosed.

The scholarship is valued at \$9,500 p.a. and covers the following:

Scholarship	\$8,000
Establishment allowance	\$100
Union fees	

The remainder is to be given to the Russell Grimwade School of Biochemistry as the Council's contribution to Mr. Kemp's studies. These funds can also be used towards any travel expenses that he may incur during the year.

The thesis allowance only applies during the final year of study.

I am writing to ask if the University would again be agreeable to administer the Scholarship on our behalf as you have done for Mr. Michael Panaccio in 1984.

I look forward to hearing from you at your earliest convenience.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-PS-07

Anti-Cancer Council of Victoria



December 11, 1984

Mr. Anthony J. Kemp,
256 Bluff Road,
SANDRINGHAM, 3191

Dear Mr. Kemp,

Re: Postgraduate Research Scholarship

I have pleasure informing you that you have been awarded an Anti-Cancer Council of Victoria Postgraduate Research Scholarship.

As you are aware, the scholarship is valued at \$9,500 p.a. and covers the following:

Scholarship	\$8,000
Establishment allowance	\$100
Union fees.	

The remainder will be given to the Russell Grimwade School of Biochemistry as the Council's contribution to your studies. These funds can also be used towards any travel expenses you may incur relating to your project during the year.

The thesis allowance only applies during the final year of study.

I have written to your University requesting that they administer the Scholarship on the Council's behalf and you will no doubt be hearing from them in due course.

Best wishes for the years ahead.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-PS-04

Anti-Cancer Council of Victoria



December 11, 1984

Miss Dianne E. Young,
25 Brett Street,
MURRUMBEENA, 3163

Dear Miss Young,

Re: Postgraduate Research Scholarship

I have pleasure informing you that you have been awarded an Anti-Cancer Council of Victoria Postgraduate Research Scholarship.

As you are aware, the scholarship is valued at \$9,500 p.a. and covers the following:

Scholarship	\$8,000
Establishment allowance	\$100
Union fees.	

The remainder will be given to the Monash University's Department of Pathology and Immunology as the Council's contribution to your studies. These funds can also be used towards any travel expenses relating to your studies that you may incur during the year.

The thesis allowance only applies during the final year of study.

I have written to your University requesting that they administer the Scholarship on the Council's behalf and you will no doubt be hearing from them in due course.

Best wishes for the years ahead.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-PS-05

Anti-Cancer Council of Victoria



December 11, 1984

The Academic Registrar,
Monash University,
Wellington Road,
CLAYTON, 3168

Dear Mr. Butchart,

The Anti-Cancer Council of Victoria has recently awarded a Ph.D. Research Scholarship to one of your students. These scholarships were advertised Australia-wide through Universities and Institutions and a copy of the conditions of the award is attached.

The successful student is Miss Dianne E. Young who will be undertaking her studies in the Department of Pathology and Immunology. A copy of her successful application is also enclosed.

The scholarship is valued at \$9,500 p.a. and covers the following:

Scholarship	\$8,000
Establishment allowance	\$100
Union fees	

The remainder is to be given to the Department of Pathology and Immunology as the Council's contribution to Miss Young's studies. These funds can also be used towards any travel expenses that she may incur during the year.

The thesis allowance only applies during the final year of study.

I am writing to ask if the University would be agreeable to administer the Scholarship on our behalf.

I look forward to hearing from you at your earliest convenience.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LK-PS-06

Anti-Cancer Council of Victoria



December 12, 1984

Dr. I.D. Walker,
The University of Melbourne,
Research Centre for Cancer and Transplantation,
Department of Pathology,
PARKVILLE, 3052

Dear Dr. Walker,

It was with much sadness that the Council learned of Dr. Andrews' untimely death and send our sympathy to all his colleagues.

The Council agrees with your request to assume sole responsibility for the project and will inform the University accordingly.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-021

Anti-Cancer Council of Victoria



December 12, 1984

LR-GE-102

Miss Veronica Meade,
212 Portland Road,
PORT FAIRY, 3284

Dear Miss Meade,

Thank you for your letter.

Unfortunately the Council has already awarded its Student Vacation Scholarships and its Ph.D. Research Scholarships.

For your future reference I have enclosed information pertaining to the above.

I am sorry we are unable to help you on this occasion.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 12, 1984

Mr. B. Cusack,
Special Projects Unit,
Health Commission of Victoria,
21st Floor,
555 Collins Street,
MELBOURNE, 3000

Dear Mr. Cusack,

In reply to your letter there are only two members of committees that are government employees.

They are:

Dr. J.E. Milne (Executive Committee)
Third Floor
5 Parliament Place
MELBOURNE, 3000

Dr. D. Rankin (Medical & Scientific Committee)
Public Health Division,
Health Commission of Victoria
555 Collins Street
MELBOURNE, 3000

In addition, Mr. R. Livingston serves on the Finance Committee but, I understand, has now retired from his position in the Treasury.

Membership of Council Committees is entirely voluntary and no remuneration is paid.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 12, 1984

Mrs. Joan Porter,
Serials Assistant,
The University of New England,
ARMIDALE, 2351

Dear Mrs. Porter,

With reference to your communication dated December 7, 1984, the Anti-Cancer Council of Victoria Research Reports have been published in the Annual Report since 1980.

You have received copies of the Annual Report from us each year and the 1984 copy was forwarded to you last month.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 12, 1984

Mr. L.A. Wright,
Secretary,
C.O.S.A.,
G.P.O. Box 4708,
SYDNEY, 2001

Dear Lawrie,

Thank you for your letter of December 6 enclosing a cheque for \$1599 being the Council's refund from an unused travel grant for Dr. Geoffrey Cooper to this year's Annual Scientific Meeting.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 12, 1984

Mrs. Merys Currie,
92/195 Beaconsfield Parade,
MIDDLE PARK, 3206

Dear Mrs. Currie,

Bill Hunter advised me over the phone this morning that you would like to read the enclosed literature.

I hope it works.

With best wishes for the Christmas season,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 11, 1984

LR-PR-004

Miss Helen Handsjuk,
8 Davis Avenue,
SOUTH YARRA, 3141

Dear Helen,

I have pleasure in confirming our offer of appointment to the staff of the Anti-Cancer Council of Victoria as Research Officer.

It is Council policy that there is a three months probationary period at which time the situation will be reviewed to see if both parties are satisfied. Your commencing salary will be \$18,840 p.a. The Council pays its staff on a fortnightly basis. A staff superannuation scheme is also available after six months service with the Council.

There are four weeks annual leave with 17.5% loading which may be taken at a time mutually convenient. You will be responsible to Dr. Graham Giles, the Director of the Victorian Cancer Registry.

I would like to take this opportunity of welcoming you to the Council and look forward to you commencing with us on Monday, 7th January, 1985.

Enclosed are copies of 'Canstat', some leaflets and a copy of our last Annual Report which I hope you will find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 10, 1984

LR-PR-004

Mrs. Mary M.H. Rodger,
72 Gatehouse Street,
PARKVILLE, 3052

Dear Mrs. Rodger,

I have pleasure in confirming our offer of appointment to the staff of the Anti-Cancer Council of Victoria as Assistant Volunteer Co-ordinator.

It is Council policy that there is a three months probationary period at which time the situation will be reviewed to see if both parties are satisfied. Your commencing salary will be \$14,005 p.a. The Council pays its staff on a fortnightly basis. A staff superannuation scheme is also available after six months service with the Council.

There are four weeks annual leave with 17.5% loading which may be taken at a time mutually convenient. You will be responsible to Mrs. Eve Allardice, the Co-ordinator of the Volunteers.

I would like to take this opportunity of welcoming you to the Council and look forward to you commencing with us on Wednesday, 2nd January, 1985.

Enclosed is a copy of our last Annual Report which I hope you will find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 10, 1984

LR-BQ-025

Messrs. Corrs, Pavey, Whiting & Byrne,
Solicitors,
350 William Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Janina Kalito Deceased

Thank you for your letter PLN:mm dated December 4, 1984 enclosing a cheque for \$22,500 being the Council's share in a further distribution from the above estate.

Our official receipt is enclosed, and we look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:



December 10, 1984

Mr. Mark Kosten,
Department of Genetics &
Human Variation,
La Trobe University,
BUNDOORA, 3083

Dear Mr. Kosten,

Thank you for your application for the position of Research Officer with the Council.

Unfortunately your application was not received at the Council until after the closing date and we had already begun interviewing for the position.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 10, 1984

LR-BQ-025

Messrs. Corrs, Pavey, Whiting & Byrne,
Solicitors,
350 William Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Janina Kalito Deceased

Thank you for your letter PLN:mm dated December 4, 1984 enclosing a cheque for \$22,500 being the Council's share in a further distribution from the above estate.

Our official receipt is enclosed, and we look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 10, 1984

LR-GE-042

Mr. K.G.C. Smith,
P.O. Box 124,
BELMONT, 3216

Dear Mr. Smith,

Thank you for your letter of December 3, 1984 advising that you will be commencing your ten week studentship on January 7, 1985.

Professor Clunie included the commencement date of 3rd December, 1984 on the original application for your studentship and we have therefore sent a cheque to you in payment of the first fortnight's work. Because of the change of dates, your next cheque will be forwarded on January 21, 1985.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 10, 1984

LR-BQ-034

The Trust Officer,
Public Trust Office,
168 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Mavis Ray Bentley Deceased

Thank you for your letter 56414/2BA dated 26th November, 1984 enclosing a cheque for \$103-12 being an amount due to the Council from the estate of the late Mavis Ray Bentley.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



December 10, 1984

LR-DN-005

Mr. & Mrs. J.F. King,
89 Ninth Avenue,
ROSEBUD. 3939.

Dear Mr. & Mrs. King,

Thank you for your letter of December 3, 1984 enclosing a further donation of \$600 towards the work of the Council. Our official receipt is enclosed.

As requested by you, we will name one of our research workers as the recipient of the "DIANNE REID RESEARCH AWARD FOR 1985". I will contact you again in the new year with the name of the research worker and details of the research being carried out.

With our grateful thanks for your continued support.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 10, 1984

Dr. Richard Boyd,
Department of Pathology & Immunology,
Monash Medical School,
Commercial Road,
PAHRAN, 3181

Dear Dr. Boyd,

Thank you for your letter dated November 30 giving details of a revised budget for 1985 for your research grant.

This has been included with your original application.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 10, 1984

LR-BQ-101

Messrs. H.S.W. Lawson & Co.,
38 Lyttleton Street,
CASTLEMAINE, 3450

Dear Sirs,

Re: Lilian Fogarty deceased

Thank you for your letter 84-0708-931 of December 3, 1984 enclosing a cheque for \$1028.71 being the amount bequeathed to the Council under the terms of the Will of Lilian Fogarty deceased. We have noted that Mrs. Fogarty requested that the bequest be in memory of her late husband, James Harold Fogarty, her late daughter Kathleen Jane Dixon and her late son-in-law Charles Dixon deceased.

In order to satisfy audit requirements, would it be possible for you to forward to the Council a copy of, or an extract from, the Will of the deceased at your convenience.

We enclose our official receipt together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:
LR-BQ-101

Anti-Cancer Council of Victoria



December 10, 1984

Mr. Peter Nathan,
12 Scotsburn Grove,
TOORAK, 3142

Dear Mr. Nathan,

I understand from Beverley Lovegrove that you were enquiring about cancer research.

The Anti-Cancer Council of Victoria is a statutory body with its own Act of Parliament. Among its objects is to co-ordinate, in Victoria, all activities in relation to research and investigation into the causation, prevention and treatment of cancer.

Although a statutory body, the Council receives less than 5% of its funds from the state government. This year this grant amounts to \$230,000 out of a total estimated income of \$5m.

Of this \$5m, over \$2m will be spent on medical and scientific activities. In addition, a further \$850,000 has been allocated to education programs which are directed at early detection and prevention of cancer.

The Council's Medical and Scientific Committee is extremely experienced, representing a diverse field of specialties. This committee monitors all research grants very carefully to ensure that the quality of the work is maintained.

I have enclosed a copy of our last Annual Report which will give you some idea of the scope of our activities.

If you have any further questions I will be happy to try and help you.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 10, 1984

The Public Trustee,
Public Trust Office,
168 Exhibition Street,
MELBOURNE, 3000

Dear Sir,

RE: 56168/2D - SCOBLE, Minnie G.

Thank you for your letter of November 29, 1984 enclosing a cheque for \$1,000 being payment of a legacy bequeathed to the Council under the terms of the Will of Minnie G. Scoble, deceased.

In order to satisfy audit requirements, would it be possible for you to forward to the Council a copy of, or an extract from, the Will of the deceased at your convenience.

We enclose our official receipt together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-BQ-102

Anti-Cancer Council of Victoria



December 5, 1984

Mr. & Mrs. A.W. Probst,
18 Elgin Crescent,
PARK ORCHARDS, 3114

Dear Mr. & Mrs. Probst,

Re: Estate of late Mrs. Hannah A. Livingstone

Thank you for your letter of December 3 enclosing a cheque for \$1,000 being a legacy bequeathed to the Council from the Estate of your cousin, the late Mrs. Hannah Ann Livingstone.

In order to satisfy audit requirements, would it be possible for you to forward to the Council a copy of, or an extract from, the Will of the deceased at your convenience.

We enclose our official receipt together with a copy of our latest Annual Report which we hope you will find of interest.

With our thanks,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 5, 1984

Mr. A.E. Smith,
C/- Gillotts,
500 Collins Street,
MELBOURNE, 3000

Dear Tony,

I have enclosed a copy of an internal memo from one of my staff which is self explanatory. We originally agreed to buy the space to publicise our Cup Day Appeal and to advertise for more collectors.

We have now received two cheques, one dated 5th December for \$700 and the second for the same amount dated 14th December, with a request that we bank the cheques on the relevant days. As the cheques are written against the still active 150th anniversary publication account, we are reasonably optimistic about the cheques being cleared.

However, if you have any further advice it would be appreciated.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



December 4, 1984

LR-DN-024

Mrs. A. McWhinney,
18 Dixon Street,
MALVERN. 3144.

Dear Mrs. McWhinney,

We are so pleased that you have decided to have a research award named in memory of your late husband.

We will be naming the recipient of the 'Geoffrey Ian McWhinney Research Award for 1985' early in February and will contact you then with more information.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 4, 1984

LR-AP-002

Mr. & Mrs. G. Bednar,
11 Sarah Crescent,
TEMPLESTOWE. 3106.

Dear Marguerita and Gerry,

At its last meeting, members of the Appeals Committee wished to convey their very deep gratitude to you both for your contribution towards the success of the Ball.

Your generosity and enthusiasm were greatly appreciated and, for you Gerry, we have enclosed a Certificate of Appreciation for your willing support.

Margherita, you must be very pleased with the success of CanCan in its first year. The Council of course is delighted and we look forward to a long and happy association.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 4, 1984

LR-RA-004

Clin. Assoc. Professor B.H. Toh,
Department of Pathology & Immunology,
Alfred Hospital,
PRAHRAN. 3181.

Dear Professor Toh,

I am pleased to inform you that you have again been named as the recipient of the 'RONA BELL L. RESEARCH AWARD' (for 1985). As you know, this means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

Perhaps you would like to make an early date in your 1985 diary. The Annual General Meeting, at which some of our donors have the opportunity to meet Research Workers, is to be held on Thursday, September 5th, 1985 at 5.00 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 4, 1984

LR-BQ-053

Messrs. Darvall McCutcheon,
Solicitors,
Nauru House,
80 Collins Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Thelma Beatrice Marks

Thank you for your letter DIA:JA:32 dated November 27, 1984 enclosing a cheque for \$40,000 being the Council's one-eleventh share of the first distribution of residuary estate.

We confirm that the gift is accepted for the work of the Council.

For audit purposes would you, at your convenience, please forward to us a copy of, or extract from the Will of the Deceased.

Enclosed is our official receipt plus a copy of our latest Annual Report which you may care to pass on to the relatives of the Deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



December 3, 1984

LR-BQ-052

Messrs. Gavan, Duffy & King,
Solicitors,
National Trustees Building,
95 Queen Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Valens Joseph Stacpoole Deceased

Thank you for your letter PFT/FW dated November 30, 1984 enclosing a copy of the Will of the late Valens Joseph Stacpoole.

We have noted your advice regarding the Council's one-fourth share of the residuary Estate.

Enclosed is a copy of our latest Annual Report which you may care to pass on to the relatives of the Deceased if you think it appropriate.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



December 4, 1984

LR-RA-005

Dr. Robin Marks,
Monash University,
Department of Medicine,
Alfred Hospital,
PRAHRAN. 3181.

Dear Dr. Marks,

I am pleased to inform you that you have again been named as the recipient of the 'N.J. WARD RESEARCH AWARD' (for 1985). As you know, this means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

Perhaps you would like to make an early date in your 1985 diary. The Annual General Meeting, at which some of our donors have the opportunity to meet Research Workers, is to be held on Thursday, September 5th, 1985 at 5.00 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 3, 1984

The Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE, 3000

Dear Sir,

Re: Estate F.M. Gillett

I acknowledge receipt of your letter IWM:BVW:BR dated 30th November advising that the above estate is now available for distribution to the Council.

Our Finance Committee will be meeting on Thursday, December 13, 1984 and I will bring before it the matters raised in your letter and advise you of the decisions made.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-BQ-133

Anti-Cancer Council of Victoria



December 3, 1984

LR-BQ-051

The Public Trust Office,
168 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

Thank you for your letter 59170/OEA dated November 20, 1984 enclosing a copy of the Will of the late Cecilia May Sherlock.

The Anti-Cancer Council of Victoria is identical with the organisation named in the Will of the Deceased.

We look forward to receiving your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



December 3, 1984

LR-RA-002

Mr. H. Leuth,
20 Stroma Avenue,
NORTH BALWYN. 3104.

Dear Mr. Leuth,

Thank you so much for your further most generous donation towards the work of the Council.

As you know our work can continue only with the help of our many friends and we are very grateful to have your continuing support.

We are happy to inform you that Clin. Assoc. Professor B.H. Toh will once again be named the recipient of the 'RONA BELL L. RESEARCH AWARD'.

Our official receipt is enclosed.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



December 3, 1984

LR-RA-003

Miss N.J. Ward,
13 Denver Crescent,
ELSTERNWICK. 3185.


Dear Miss Ward,

In my letter to you dated October 15, 1984 I informed you that the Research Grant applications for 1985 had just been reviewed and that I would be writing to you in due course to let you know who would be the recipient of the 'N.J. WARD RESEARCH AWARD' for 1985.

I am happy to tell you that once again Dr. Robin Marks of Monash University, Department of Medicine will be the recipient.

With best wishes,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council



Anti-Cancer Council of Victoria

December 3, 1984

LR-AP-001

Miss Fabian Dattner,
Stephen Dattner Furs,
380 Hoddle Street,
CLIFTON HILL. 3068.

Dear Fabian,

At our last Appeals Committee meeting, members wished to convey their deep appreciation to you for your excellent organisation of the Ball.

They also were most grateful to Dattners for the very generous donation of the fur coat. Please convey our appreciation to all concerned.

CanCan has had a most successful beginning this year, and the Council looks forward to a long and happy association.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 30, 1984

LR-DN-040

Mrs. E.L. Magee,
84 Faithful Street,
BENALLA. 3672.

Dear Mrs. Magee,

Thank you so much for your recent letter and kind donation towards the work of the Council.

I shall be forwarding your letter to Sir Edward who will be delighted to hear from you.

I hope this reply finds you in good health and would like to wish you, on behalf of the Council, a very Merry Christmas.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 30, 1984

LR-DN-034

Mr. B.J. Hore,
Corporate Trust Manager,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

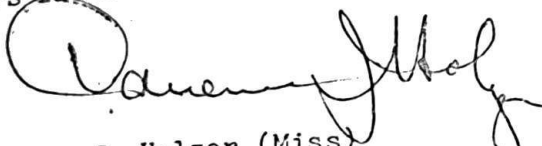
Dear Sir,

Thank you for your letter BHH/sm/u dated 22nd November, 1984 enclosing a cheque for \$250.00 being a donation from a client who wishes to remain anonymous.

Enclosed is a copy of our latest Annual Report which you may care to pass on to your client, if you think it appropriate, along with our grateful appreciation for the support they have given.

Our official receipt is enclosed.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 30, 1984

LR-BQ-050

Messrs. J.A. Wilmoth & Son,
Solicitors,
2nd Floor,
390 Little Collins Street,
MELBOURNE. 3000.

Dear Sirs,

Re: Estate of Violet Jean D'Angri

Thank you for your letter PCW:SM 84/1460 dated 26th November, 1984 enclosing a cheque for \$24,447.85 being an amount available for distribution from the Estate of the late Violet Jean D'Angri.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 30, 1984

LR-BQ-049

ANZ Executors & Trustee Company,
94 Queens Street,
MELBOURNE. 3000.

Dear Sirs,

Re: Mrs. G.E. Wilson Estate, A/C Price Coulsell Wilson Fund

Thank you for forwarding to the Council a cheque for \$4,000 being an amount due to us on account of our half-share income in the above Estate.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary of the Council



Anti-Cancer Council of Victoria

November 28, 1984

LR-GE-044

Professor T.J. Martin,
Professor of Medicine,
The University of Melbourne,
Department of Medicine,
Repatriation General Hospital,
WEST HEIDELBERG. 3077.

Dear Professor Martin,

Thank you for your letter dated November 23, 1984 regarding an application for a Robert Fowler Fellowship on behalf of Dr. Gregory R. Mundy.

I will bring this matter to the attention of the Medical & Scientific Committee at its next meeting in February, 1985 and will then advise you of the decision.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
A member of the Australian Cancer Society
Director: Dr Nigel Gray A.M. MB, BS, FRACP, FRACMA

Anti-Cancer Council of Victoria



November 27, 1984

LR-BQ-048

Messrs. Maddock, Lonie & Chisholm,
Solicitors & Notary,
60 Market Street,
MELBOURNE. 3000.

Dear Sirs,

Re: Estate of Douglas Stewart Bull Deceased

Thank you for your letter JA:MP dated November 21, 1984 enclosing a cheque for \$5,000 being a bequest due to the Council under the terms of the Will of the late Douglas Stewart Bull.

We acknowledge receipt of the copy of the Will and enclose our official receipt.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.



Anti-Cancer Council of Victoria

November 28, 1984

Finance Division,
Health Commission of Victoria,
15th Floor,
555 Collins Street,
MELBOURNE, 3000

Attention: Mr. T. Lucas

Dear Sir,

I refer to your letter of November 26 and enclose the two completed general claim forms as requested by you.

We have noted that the grant will be partially processed now (\$136,000) with the remainder (\$101,000) being forwarded in March/April next year.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



November 28, 1984

Dr. Alan Carless,
626 Sturt Street,
BALLARAT, 3350

Dear Dr. Carless,

Thank you for your letter.

I have forwarded a copy to Professor Lovell, Executive Secretary of the Victorian Co-operative Oncology Group as well as to Susanne Baxandall, the Council's Co-ordinator for social policy.

Susanne is specifically interested in Support Groups and will be contacting you in the near future.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 27, 1984

LR-GE-044

Mr. Bruce P. Waxman, FRCS, FRACS,
The University of Melbourne,
Department of Surgery,
8th Floor,
Lance Townsend Building,
Austin Hospital,
HEIDELBERG. 3084.

Dear Mr. Waxman,

Thank you for your letter dated November 19, 1984 regarding an application for a Robert Fowler Fellowship on behalf of Mr. Robin K.S. Phillips.

I will bring this matter to the attention of the Medical & Scientific Committee at its next meeting in February, 1985 and will then advise you of the decision.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 27, 1984

LR-BQ-047

Mr. M.J. Wignell,
Trust Officer,
National Trustees Executors & Agency Co.,
GPO Box 2819AA,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of George Clayson Spain Deceased

Thank you for your letter MW/JR dated November 23, 1984 advising that the Council is to receive a one-half share in the residuary Estate of the late George Clayson Spain.

A copy of our latest Annual Report is enclosed which you may care to pass on to the relatives of the Deceased if you think it appropriate.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.



Anti-Cancer Council of Victoria

November 26, 1984

LR-BQ-046

Mr. Arthur H. Gayleard,
18 Terrara Road,
VERMONT. 3133.

Dear Mr. Gayleard,

Estate: Hazel B. Hall Deceased

Thank you for your letter dated November 14, 1984 enclosing a cheque for \$848.49 being the final distribution from the Estate of the late Hazel B. Hall.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 23, 1984

LR-DN-030

Mr. Alex G. Hanton,
16 Everett Street,
WEST BRUNSWICK. 3055.

Dear Mr. Hanton,

Thank you so much for your recent letter and further most generous donation towards the work of the Council.

As you know the fight against cancer can continue only with the help of our many friends and we are very grateful to have your continuing support.

We will be very happy to name a research worker the recipient of the 'VALMA L. HANTON RESEARCH AWARD for 1985' early in the new year. We will write to you nearer the date informing you of the recipient's name.

Our official receipt is enclosed.

With very best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 23, 1984

LR-BQ-045

Mr. D.E.O. Byrne,
Trust Officer,
ANZ Executors & Trustee Co. Ltd.,
GPO Box 389D,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of Edward Connelly Deceased

With reference to our telephone conversation today, I am writing to confirm that we are in agreement with your proposal to arrange an auction in February 1985.

We also agree to Mrs. Howe remaining in occupation, rent free, over the Christmas/New Year Holidays.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 23, 1984

LR-BQ-042

Mr. G.R. Whitelaw,
Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Mr. Whitelaw,

Re: Estate Mrs. K.A. Williams

Thank you for your letter GRW:BR dated November 20, 1984 enclosing a cheque for \$9,000 being the Council's one-third share of an interim distribution of the above Estate.

We look forward to your further advice.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 23, 1984

LR-BQ-044

Messrs. Melville, Orton & Lewis,
Barristers & Solicitors,
66 Thompson Street,
HAMILTON. 3300.

Dear Sir,

Re: Estate Margaret O'Sullivan Deceased

Thank you for your letter B JL:MLD dated November 16, 1984 advising that the Council is to receive a one-eighth share of the residuary of the Estate of the late Margaret O'Sullivan.

We are agreeable to the Executrices claim of a commission of 5% of the gross value of the Estate.

I enclose a copy of our latest Annual Report which you may care to pass to the relatives of the Deceased if you think it appropriate.

Would you please note that the Council's new address is 1 Rathdowne Street, Carlton South, 3053.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 23, 1984

LR-GE-039

Mr. Ian G. Blake,
Premier Carpet Care,
1 High Street,
WINDSOR. 3181.

Dear Mr. Blake,

At our last Appeals Committee meeting, the wording as it exists on the enclosed pamphlet was acceptable to the Committee.

Our Accountant, Mr. Dan Brewer, will be in touch with you to arrange a suitable time to call and pick up the cheque on the first Monday every month.

Best wishes for your venture.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 21, 1984

Mr. John Nankervis,
22 Duncan Street,
SANDRINGHAM, 3191

Dear John,

I am writing to confirm the Finance Committee's agreement for you to purchase the Council car at the quoted price of \$5,000. We would be pleased if you could organise a transfer at your earliest convenience.

The decision has been taken to consolidate the Crusade Units that are now formed. Susanne Baxandall plans to start a training session early in the new year for those Units interested in developing a support service within their Unit.

If we decide to increase sometime in the future, I do hope we can call on you when the occasion arises. Similarly, we would be most appreciative of your continued help with the occasional function such as bowling days, etc. As in the past, this will be paid for on a sessional basis.

With best wishes to you and Nan for Christmas.

Yours sincerely,

Adrienne J. Holzer
Secretary to the Council

PR-GE-002

Anti-Cancer Council of Victoria



November 21, 1984

LR-GE-038

Mr. Michael Saville,
22 Nairn Street,
ASHBURTON. 3147.

Dear Mr. Saville,

I am writing in reference to your letter dated November 1, 1984 to advise you that at its last meeting, the Finance Committee agreed to your request to replace the stained-glass in the door of the building at 20 Victoria Street, at a cost of \$20.00.

Would you please contact me to arrange a mutually convenient time for this to take place.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 21, 1984

LR-BQ-037

Messrs. A.J. Mahon & Associates,
Barristers & Solicitors,
Suite 3,
20 Albert Street,
BLACKBURN. 3130.

Dear Sirs,

Re: Estate of Nancy May Miller

At its last meeting, the Finance Committee agreed to the Executors request for 5% commission to be deducted from the proceeds of the Estate.

With reference to the property in Forest Hills, the Committee have requested that an independent sworn valuation be carried out.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 21, 1984

LR-GE-037

The Honorary Secretary,
The Royal Australian College of
General Practitioners,
'Trawalla',
22 Lascelles Avenue,
TOORAK. 3142.

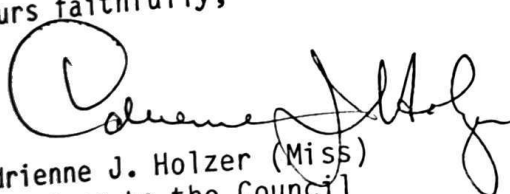
Dear Sir,

We have received a letter of resignation from Dr. B.R. Lewis who has represented the Royal Australian College of General Practitioners on our Council for many years.

I should be grateful if you would advise me of your new appointee as soon as possible. Dr. Lewis was re-appointed in April 1982 for a period of five years which means the the new appointee's term of office will be until 1987.

I look forward to your early reply.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 20, 1984

LR-DN-025

Mrs. E.M. Redford,
Unit 2/108 Roberts Street,
WEST FOOTSCRAY. 3012.

Dear Mrs. Redford,

Thank you so much for your recent letter and further most generous donation in loving memory of your late husband.

As you know the fight against cancer can continue only with the help of our many friends and we are very grateful to have your continuing support.

We are very happy to comply with your wishes and will name a research worker the recipient of the REUBEN ALLAN REDFORD RESEARCH AWARD for 1985 early in the new year. We will write to you nearer the date informing you of the recipient's name.

Our official receipt is enclosed.

With very best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 20, 1984

LR-GE-036

Prof. I.F.C. McKenzie,
Research Centre for Cancer
and Transplantation,
Department of Pathology,
The University of Melbourne,
PARKVILLE. 3052.

Dear Ian,

Thank you for your letter of November 12th applying for a Robert Fowler Fellowship on behalf of Dr. Epinitos of London to enable him to visit Melbourne in February next year.

As you know, the decision is usually taken by the Medical & Scientific Committee at its meeting in February 1985. However, if no further applications are forthcoming, it may be possible to consider it earlier.

Yours sincerely,

Adrienne J. Holzer
Secretary to the Council

Anti-Cancer Council of Victoria



November 20, 1984

LR-GE-035

Mr. George Bolitho,
The Cancer Institute,
481 Little Lonsdale Street,
MELBOURNE. 3000.

Dear George,

I am writing to confirm that representatives from the Council will be pleased to visit the Institute for lunch on Tuesday 4th December at 12.30 p.m.

The representatives will be Mr. Alan Dick, Dr. Tom Hurley, Dr. Gray and Mr. David Hill. Unfortunately I have a prior engagement and will be unable to attend. However, as one of the topics to be discussed is educational material, it is more appropriate that David Hill be present.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 19, 1984

LR-RG-025

Dr. James W. Goding,
The Walter & Eliza Hall Institute
of Medical Research,
Post Office,
ROYAL MELBOURNE HOSPITAL. 3050.

Dear Dr. Goding,

In reply to your recent letter to Dr. Gray, I have pleasure in enclosing information relevant to all the Council's grants and scholarships.

These are:

- (a) Research Grants - awarded from 1 to 3 years (a copy of our 1984 Annual Report is also enclosed to give you some idea of the research projects we are supporting). The size of the grant varies from \$5,000 to \$55,000 but the average grant would be about \$25,000.
- (b) Ph.D Research Scholarships - 2 awarded each year
- (c) Student Vacation Scholarships - to cover the Christmas vacation
- (d) Robert Fowler Visiting Fellowship.

If you would like any further information, please do not hesitate to get in touch with me.

Best wishes in your new appointment.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 19, 1984

LR-BQ-038

Messrs. McCracken & McCracken,
Solicitors,
Prudential Building,
150 Queen Street,
MELBOURNE. 3000.

Dear Sir,

Re: Eric Noel Bergere Deceased

Thank you for your letter BDB:VC dated November 14, 1984 enclosing a cheque for \$20 being a legacy to the Council under the terms of the Will of the late Eric Noel Bergere.

Our official receipt is enclosed together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

encl.

Anti-Cancer Council of Victoria



November 19, 1984

LR-BQ-041

Messrs. Cooke & Cussens,
Solicitors,
128 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

Estate of Dorothy Edith Neville Deceased

Thank you for your letter PB.DD 210017 dated November 8, 1984 enclosing a cheque for \$228.00 being the amount due to the Council from a further distribution of income received in the estate of the late Dorothy Edith Nevill.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

encl.

Anti-Cancer Council of Victoria



November 19, 1984

LR-BQ-040

Messrs. A.L. Powell & Company,
Solicitors,
1st Floor,
390 Lonsdale Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estates of Rosalind Muriel and Lindsay Cameron McKerlie

Thank you for your letter ALP:mcp 6247 dated November 12, 1984 enclosing a cheque for \$11,878.22 being an amount due to the Council from the estate of the abovementioned, plus interest earned on funds invested.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 19, 1984

LR-BQ-039

Messrs. R.T. Breen & Company,
Barristers & Solicitors,
86 Church Street,
MIDDLE BRIGHTON. 3186.

Dear Sir,

Re: Estate of Dorothy Irene Milne Deceased

Thank you for your letter SS:DV dated November 14, 1984 enclosing a cheque for \$5,552.87 being a legacy plus interest from the estate of the late Dorothy Irene Milne.

In order to satisfy audit requirements, would be it possible for you, at your convenience, to supply us with a copy of, or an extract from the Will of the deceased.

We enclose our official receipt plus a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 19, 1984

LR-GE-031

Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Sir,

Estate Mrs. Betty Irene Hunt

Thank you for forwarding to the Council the Statement of Accounts relating to the above Estate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 15, 1984

LR-BQ-035

Mr. Rolf W. Breisch,
Barrister & Solicitor,
PO Box 6,
ST. ARNAUD. 3478.

Dear Sir,

Re: Estate of M. I. Robertson Deceased

Thank you for letter JMH/VP dated November 7, 1984 enclosing a cheque for \$2,592.03 being the Council's one-sixth share of the residuary estate of the late M.I. Robertson.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 15, 1984

LR-BQ-036

Mr. Edward J. Giles,
Barrister & Solicitor,
141a Chapel Street,
ST. KILDA. 3182.


Dear Sir,

Re: Estate of Olga Fradel Simonis Deceased

Thank you for your letter dated November 8, 1984 enclosing a cheque for \$8,034.66 being an amount due to the Council under the terms of the Will of the late Olga Fradel Simonis.

Our official receipt is enclosed.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 15, 1984

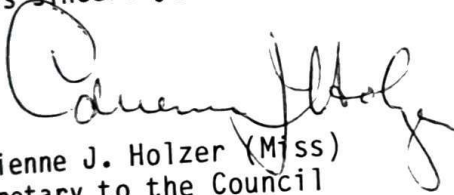
LR-GE-025

Mr. Adrian Bird,
Development Manager,
Wilson Parking Pty Ltd.,
90 Victoria Parade,
EAST MELBOURNE. 3002.

Dear Mr. Bird,

Thank you for your letter. Your proposal will be kept in mind if the Council intends to proceed with the development of the site.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 14, 1984

Dr. G.B. Deacon,
Department of Chemistry,
Monash University,
Wellington Road,
CLAYTON, 3168

Dear Dr. Deacon,

I refer to our recent telephone conversation and confirm that the Council is happy for you to employ a student, Keith Nelson, for three weeks in late November/December on your project "New Platinum Anti-Tumour Drugs" using salary savings from the Council's 1984 grant.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 14, 1984

Mr. J.R. Fullerton,
Gillotts,
Solicitors,
500 Collins Street,
MELBOURNE, 3000

Dear Mr. Fullerton,

Re: Estate of E.A. Politz, deceased

I apologise for the delay in advising you that Mr. F.J. Wheller accepted the Council's offer of an ex gratia payment and executed the Deed of Release.

With our thanks for your assistance in this matter.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 14, 1984

Mr. H.P. Head,
30 Grandview Avenue,
RYE, 3941

Dear Mr. Head,

Your donation for the Anti-Cancer Council of Victoria in the area of Patient Welfare has been received and our official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

I apologise for not including a copy of our Annual Report as stated in my last letter to you and have made amends now.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

9/11/84	340431	MR H P HEAD			110	00
DATE	REC. No.		RECEIVED WITH THANKS		CASH	CHEQUE

ANTI-CANCER COUNCIL OF VICTORIA
Donations of \$2.00 and over are tax deductible.
241029

PHONE: 654 2411

Per

Anti-Cancer Council of Victoria



November 14, 1984

Dr. O. Margaret Garson,
University of Melbourne,
Department of Medicine,
St. Vincent's Hospital,
FITZROY. 3065.

Dear Dr. Garson,

Thank you for your recent application for a Cancer Research Student-ship for Miss Naomi Kornhendler.

I have much pleasure in informing you that the application was successful and she will be employed for a period of ten weeks.

We would appreciate it if a report on the work done by Miss Kornhendler could be submitted at the conclusion of the studentship.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-007

Anti-Cancer Council of Victoria



November 13, 1984

Miss Naomi Kornhendler,
7 Marne Street,
EAST ST. KILDA. 3183.

Dear Miss Kornhendler,

Thank you for your recent application for a Cancer Research Student-ship.

I have pleasure in informing you that the application was successful and that you will be employed for a period of ten weeks.

A report on your work would be appreciated at the conclusion of the studentship.

Cheques will be sent to you on a fortnightly basis from your commencement date of November 14, 1984.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-006

Anti-Cancer Council of Victoria



November 12, 1984

LR-BQ-034

The Trust Officer,
Public Trust Office,
168 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

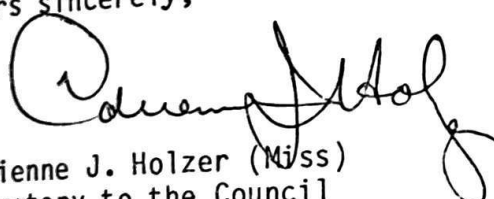
Re: Estate of Mavis Ray Bentley Deceased

Thank you for your letter 56414/2BA dated 2nd November, 1984 enclosing a cheque for \$94,348.89 being an amount due to the Council from the estate of the late Mavis Ray Bentley.

We acknowledge receipt the Public Trustee's receipts and disbursements.

Our official receipt is enclosed.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 12, 1984

LR-BQ-033

Messrs. McClusky, Umbers & Hill,
Barristers & Solicitors,
305 Bay Street,
PORT MELBOURNE. 3207.

Dear Sirs,

Re: Estate of Agnes Monica Duggan Deceased

Thank you for your letter JWM:JF 84/755 dated 26th October, 1984 enclosing a cheque for \$5,000 being an amount left to the Council under the terms of the Will of the late Miss Duggan.

In order to satisfy audit requirements would you please, at your convenience, forward to us a copy of, or an extract from, the Will of the deceased.

We enclose the signed form of acknowledgement plus our official receipt and a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Would you please note that the new address of the Council is, 1 Rathdowne Street, Carlton South, 3053.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8411-202

TO: Dr. Graham Giles
FROM: A.J. Holzer
SUBJECT: Qume Printer
DATE: November 12, 1984 (6161)
COPIES:

Since Monday last, November 5th, (following the File Restore) the Qume Printer has been on a 'go-slow'. It is printing at the correct (?) speed, but is very slow on line-feeding.

Would you please arrange for this to be looked at and fixed.

A

ANTI-CANCER COUNCIL OF VICTORIA

MEMORANDUM TO: ALL STAFF ON WHITE FILE LIST

FROM: ADRIENNE HOLZER

Following comments at the staff meeting last Wednesday about the 'necessity' or 'usefulness' of the white file, I have rather dictatorially placed a cross through correspondence that I thought could be deleted from the file (much of it is mine!).

I thought I would try this for the next two weeks and then we can see whether you agree or disagree with my choice and discuss the matter again on Wednesday, 21st November.

A.J.H.

9th November, 1984

Anti-Cancer Council of Victoria



November 8, 1984

LR-BQ-030

Mr. M.E. Johnson,
Deputy General Manager,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Johnson,

Re: Estate of Margery Aimee Muller Deceased

Thank you for your letter MEJ/ksh/s dated 30th October, 1984 enclosing a cheque for \$1,000 representing a legacy bequeathed to the Council under the terms of the Will of the late Margery Aimee Muller.

For audit purposes would you please, at your convenience, forward to us a copy of, or an extract from, the Will of the deceased.

Our official receipt is enclosed together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 8, 1984

LR-BQ-032

Messrs. Ramsay, Gaunt & Fraser,
Solicitors,
41 Lydiard Street,
SOUTH BALLARAT. 3350.

Dear Sirs,

Re: Estate of Kate House Deceased

Thank you for your letter 84/03/06/386 dated 29th October, 1984 enclosing a cheque for \$250 being payment of a legacy bequeathed to the Council under the terms of the Will of the late Kate House.

We acknowledge receipt of the copy of the Will.

Enclosed is our official receipt together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



LR-BQ-031

November 8, 1984

Messrs. Palmer, Stevens & Rennick,
Solicitors,
8 Jennings Street,
KYNETON. 3444.

Dear Sirs,

Re: Estate of Margaret Maxwell Pestell Deceased

Thank you for your letter LB/352103 dated 30th October, 1984 enclosing a cheque for \$200 being a legacy bequeathed to the Council under the terms of the Will of the late Miss Pestell.

For audit purposes would you please, at your convenience, forward to us a copy of, or an extract from, the Will of the deceased.

Our official receipt is enclosed together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

A member of the Australian Cancer Society
Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Director: Dr Nigel Gray A.M. MB, BS, FRACP, FRACMA

Anti-Cancer Council of Victoria



LR-GE-026

November 7, 1984

Mr. & Mrs. Higgins,
130 Stony Point Road,
CRIB POINT. 3919.

Dear Mr. & Mrs. Higgins,

Thank you very much for your recent letter telling us that you have remembered the Council in your Will.

More and more people are choosing to remember the Council in this way, and this helps us tremendously in our research, education and welfare programmes.

We have enclosed a copy of our latest Annual Report which we hope you will find of interest.

With very best wishes and thanks.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



LR-DN-029

November 5, 1984

Mr. J. Kozak,
15 Maryvale Street,
SUNSHINE. 3020.

Dear Joe,

How nice to hear from you again.

Thank you very much for your donation. I know how hard it is to raise money these days, and we are all very grateful for your efforts.

Best wishes for health and happiness in 1985.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

A member of the Australian Cancer Society
Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Director: Dr Nigel Gray A M MB, BS, FRACP, FRACMA

Anti-Cancer Council of Victoria



November 5, 1984

LR-PR-008

Mrs. D. Mazur,
24 Lorikeet Street,
NUNAWADING. 3131.

Dear Debbie,

It is with great regret, yet with much joy for you, that I accept your resignation.

Staff and volunteers alike will miss you greatly. However, everyone is thrilled with your news of an addition to the family, and wish you all health and happiness in the years to come.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 5, 1984

LR-DN-021

Mrs. J. MacKay,
126 Argyle Street,
TRARALGON. 3844.

Dear Mrs. MacKay,

Thank you very much for your recent letter and for telling us that you have remembered the Council in your Will.

More and more people are choosing to remember the Council in this way, and this helps us tremendously in our research, education and welfare programmes.

Our official receipt is enclosed together with a copy of our latest Annual Report which we hope you will find of interest.

With very best wishes and thanks.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 5, 1984

LR-DN-022

Miss L. Thornton,
'Tandeera',
141 Highfield Road,
CAMBERWELL. 3124.

Dear Miss Thornton,

I am writing to thank you for your recent most generous donation towards the work of the Council.

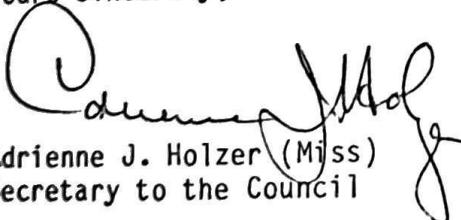
The fight against cancer can continue only with the kind assistance of our many friends and we are so grateful for the support you have given.

The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more in the one year. This means that one of our research workers would be named, for instance, the recipient of the "LOUISE THORNTON RESEARCH AWARD for 1985". If you would like to have your gift recognised in this way, please contact me and I will arrange for it to be named early in the new year.

Our official receipt is enclosed, together with a copy of our latest Annual Report, which we hope you will find of interest.

With best wishes,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 5, 1984

LR-BQ-029

Messrs. Warren, Graham & Murphy,
Barristers & Solicitors,
119 Main Street,
BAIRNSDALE. 3875.

Dear Sirs,

Re: Estate Mr. Norman Dargo King Deceased

Thank you for your letter dated 26th October, 1984 enclosing a cheque for \$1,000 being an amount bequeathed to the Council under the terms of the Will of the late Mr. King.

We have noted your advice regarding the Council's entitlement to a one-seventh share of the residuary Estate.

We enclose our official receipt together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Would you please note that the Council's new address is 1 Rathdowne Street, Carlton South, 3053.

We look forward to receiving your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



5th November, 1984

Mr. J.R. Fullerton,
Gillotts,
500 Collins Street,
MELBOURNE, 3000

Dear Mr. Fullerton,

Re: Seagull Trade Mark

Thank you for your letter JRF/82/0306/.8050 advising that Trade Mark Certificates of Registration have now been issued for the Slip Slop Slap Trade Mark.

We have noted that the Registration is for a period of seven years from 7 May, 1982.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



5th November, 1984

The Right Hon. Mr. Justice Young,
Chief Justice of the Supreme Court of
the State of Victoria,
Chief Justice's Chambers,
Supreme Court,
MELBOURNE, 3000

Dear Chief Justice,

Thank you for your recent letter.

Our Annual Report actually covers the period July 1983 to June 1984 and I apologise that we did not include the November date after your name. Your office had notified us that you had ceased to be a member of the Council but we had omitted to record the exact date.

Your name has now been deleted from all our relevant lists.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 1, 1984

LR-BQ-027

Mr. K. Collins,
Trust Officer,
The Union-Fidelity Trustee Company
of Australia Limited,
GPO Box 888G,
MELBOURNE. 3001.

Dear Mr. Collins,

Re: Estate of the late Alfred Reid

I am writing to confirm our telephone conversation regarding the Clowes Street, South Yarra property.

The Council is in agreement that the property be sold. The timing of the sale is obviously important, and we know you will choose the most favourable.

As I mentioned, the Council believes the property is worth more than \$200,000 and we should discuss the reserve price some time in the near future.

I look forward to hearing from you in due course.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



November 1, 1984

LR-BQ-028

Messrs. Ivan L. McDonald & Slater,
Barristers & Solicitors,
136 Balcombe Road,
MENTONE. 3194.

Dear Sir,

Re: Estate of Nancye Major Dickinson Deceased

Thank you for your letter JH:83-0204-4262 dated 30th October, 1984 enclosing a cheque for \$23,154.30 being the Council's one-third share in the residue of the estate of the late Nancye Major Dickinson.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



November 1, 1984

LR-BQ-026

Messrs. Moir, White & O'Connor,
Barristers & Solicitors,
113 Cunninghame Street,
PO Box 181,
SALE. 3850.

Dear Sir,

Re: Estate of Helen Reika Stephens Deceased

The Council is in agreement with the payment of a total of \$2,000 to the Executor of the Estate to cover both his out of pocket expenses and commission.

With regard to the late Mrs. Stephens' personal effects, the Council would like the family to have the opportunity of deciding whether or not they wanted the items. The Council does have a resale outlet if any items are not wanted by the family.

I look forward to hearing from you in due course.

Would you please note that the Council's address is 1 Rathdowne Street, Carlton South, 3053.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 31, 1984

Dr. B. Monheit,
B'Nai B'rith Council of Victoria,
Tamid Group,
99 Hotham Street,
East St. Kilda, 3182

Dear Dr. Monheit,

Mr. Jim Johansen has forwarded your cheque for \$100 being a donation towards the work of the Anti-Cancer Council of Victoria.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Our official receipt is enclosed together with a copy of our latest Annual Report which we hope you will find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

LR-DN-020

Anti-Cancer Council of Victoria



November 1, 1984

LR-RG-004

Mr. R.D. Marginson,
Vice Principal,
University of Melbourne,
Grattan Street,
PARKVILLE. 3052.

Dear Mr. Marginson,

Re: Research Grants 1985 - Mr. B.W. Gray, St. Vincent's

Mr. Gray has just informed me that he intends to take up a new appointment in Western Australia early next year.

This means that the project he intended to undertake with Dr. Self at St. Vincent's will not now proceed, and that the total University grant will be diminished by \$30,000.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

cc Grants Officer

D Baines

Anti-Cancer Council of Victoria



October 31, 1984

LR-BQ-025

Messrs. Corrs, Pavey, Whiting & Byrne,
Solicitors,
350 William Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Janina Kalito Deceased

Thank you for your recent letter.

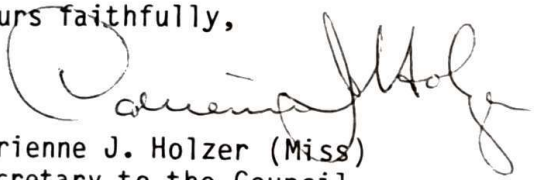
I would like to suggest that the Council invest the amount of the bequest and use the income to help support one of our research workers.

The sum would be included amongst our Special Funds listed in the Annual Report and would be called the VICTOR KALITO RESEARCH FUND. The research worker would be named the recipient of the 'VICTOR KALITO RESEARCH AWARD'.

I would suggest that this fund have a life of between ten or twenty years, whichever the Trustees prefer, before the balance is taken into general income.

I look forward to receiving your comments.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

P.S. Your letter and cheque has just arrived and receipt for \$7,500 is enclosed. If the Trustees would prefer any alternative to my above suggestion, please contact me and we can discuss the alternatives further.

AJH

Anti-Cancer Council of Victoria



October 31, 1984

LR-MS-003

Mr. Brian N. Westaway,
Administrator,
The Royal Dental Hospital of Melbourne,
711 Elizabeth Street,
MELBOURNE. 3000.

Dear Mr. Westaway,

Thank you for your recent letter informing the Council that Dr. Ian Chippendale has been replaced by Professor P.C. Reade.

As you have mentioned, Professor Reade's term of office expires in September 1986.

I have written to Professor Reade and sent him copies of recent minutes.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 31, 1984

LR-MS-004

Professor P.C. Reade,
Department of Dental Medicine & Surgery,
School of Dental Science,
University of Melbourne,
711 Elizabeth Street,
MELBOURNE. 3000.

Dear Peter,

Mr. Westaway has informed the Council that you will be replacing Dr. Ian Chippendale on the Medical & Scientific Committee.

I would like to take this opportunity of welcoming you back, and have enclosed copies of the minutes of the last two Medical & Scientific Committee meetings.

I look forward to seeing you in February.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 31, 1984

LR-BQ-022

Messrs. Maddock, Lonie & Chisholm,
Solicitors & Notary,
60 Market Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Douglas Stewart Bull Deceased

Thank you for your letter JA:MP dated 23rd October, 1984 enclosing a Form of Release with respect to the estate of the late Douglas Stewart Bull.

The form has been duly signed and is returned herewith.

In order to satisfy audit requirements would you please, at your convenience, forward a copy of, or an extract from, the deceased's Will.

We look forward to your further advice.

A copy of our latest Annual Report is enclosed which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 31, 1984

LR-BQ-024

Messrs. Wighton & McDonald,
Barristers & Solicitors,
89 Myers Street,
GEELONG. 3220.

Dear Sirs,

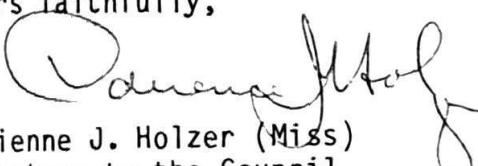
Re: Estate of John Henry Deceased

Thank you for your letter Mr. Lewis/WS/1308 dated 29th October, 1984 enclosing a cheque for \$1,000 being a donation to the Council from the estate of the late Mr. Henry.

We have written to Major-General McDonald thanking him for his generosity.

Our official receipt is enclosed together with a copy of our latest Annual Report which you may care to put in your waiting room.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 31, 1984

LR-GE-023

Major-General S.M. McDonald,
38 Downes Avenue,
BRIGHTON. 3186.

Dear Sir,

Thank you very much for the recent most generous donation you made to the Council which was forwarded to us by Messrs. Wighton & McDonald, Solicitors for the late John Henry.

Please accept our gratitude for including the Council in the distribution of Mr. Henry's estate.

The Council would like to recognise this gift by naming one of our research workers as the recipient of the JOHN HENRY RESEARCH AWARD for 1985, or similar. However, if you prefer the money will be included in our general research budget. We look forward to your advice.

Our official receipt has been sent to Messrs. Wighton & McDonald, as instructed.

We enclose a copy of our latest Annual Report which we hope you will find of interest.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Amendments of the Australian Cancer Council
Anti-Cancer Council of Victoria
1 RATHDOWNE STREET, CARLTON SOUTH, MELBOURNE, VICTORIA 3053
TELEPHONE (03) 662 3300

Anti-Cancer Council of Victoria



October 31, 1984

Mr. John M. Slattery,
Davies & Collison,
Patent Attorneys,
1 Little Collins Street,
MELBOURNE, 3000

Dear Mr. Slattery,

Thank you for your letter of October 30, 1984 re Patent Application
No. PG 1932, and the work undertaken on our behalf.

We will be in touch again in due course.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 31, 1984

Mr. Richard P. H. Lim,
Department of Physiology,
University of Melbourne,
PARKVILLE, 3052

Dear Mr. Lim,

It has been brought to our attention that you have applied for a Leslie Vacation Scholarship with the Australian Cancer Society.

The Anti-Cancer Council of Victoria also provides funds for vacation studentships and I am writing to ask whether you would like to be considered for selection for one of these scholarships. We have a copy of your application form, so all that is required is a phone call to my Secretary, Mrs. Allen, (662-3300) to let us know your decision.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 30, 1984

The Trust Officer,
Public Trust Office,
168 Exhibition Street,
MELBOURNE, 3001

Dear Sir,

Re: 58954/35 John Frances Anthony RYAN

With reference to your letter of 20th September concerning the above estate, I wish to confirm that the Anti-Cancer Council is the organisation mentioned in the Will and that we wish to take settlement from the estate in cash. The cheques should be made out to the Anti-Cancer Council of Victoria and the signature of the Secretary to the Council is sufficient as acknowledgement of receipt of same.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 31, 1984

Dr. Robin Marks,
Senior Lecturer in Dermatology,
Department of Medicine,
Monash Medical School,
Alfred Hospital,
PRAHRAN, 3181

Dear Dr. Marks,

At the last meeting of the Council's Executive Committee it was agreed on the recommendation of the Medical & Scientific Committee, that your grant be renewed for 1985.

The amount of the grant is \$5,000.

If there is any change in the name of the personnel supported by the grant, would you please notify the Secretary as soon as possible.

To assist the Council with its publicity, it would be appreciated if you would send a copy of any manuscript at the time of acceptance by a medical or scientific journal.

Would you please note the the Council requires a lay abstract (with publications arising during the year) for the Annual Report by July 1st, 1985. A scientific report with publications arising throughout the year should be included with either your renewal or new research grant application form also by July 1st, 1985.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

RG-LR-001

Anti-Cancer Council of Victoria



October 31, 1984

Dr. Robin Marks,
Senior Lecturer in Dermatology,
Department of Medicine,
Monash Medical School,
Alfred Hospital,
PRAHRAN, 3181

Dear Robin,

Thank you for your letter of 29th October informing the Council of the preliminary results of your Skin Cancer Survey which have been performed on the residents of Maryborough in 1984.

We will be happy to receive further details of this research as results come to hand.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 19, 1984

LR-GE-014

Mr. D.G.P. Thompson,
Executive Director,
Victorian Medical Postgraduate Foundation,
'Trawalla',
22 Lascelles Avenue,
TOORAK. 3142.

Dear Mr. Thompson,

Re: Membership of the VMP Foundation

Thank you for your letter of 26th September 1984. Dr. Nigel Gray is the Council's nomination on the Foundation.

Our cheque for Dr. Gray's membership dues is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

ANNUAL MEMBERSHIP FEES

Full Membership

- Individual practitioners \$40
- Husband & wife practitioners \$50
- Graduates of less than 2 years \$25

Associate Membership

- Interstate practitioners \$20
- Retired practitioners \$20
- Others \$20

Surname ~~Prof/Dr/Mr~~ GRAY

First Name NIGEL

Address 1 RATHDOWNE ST

..... CARLTON SOUTH Postcode. 3053

(please type or print)

Type of Practice (if applicable)

- General Practice
- Specialist Practice (specify)

Other (specify) Representative of
Anti-Cancer Council of Victoria

Special Interests

Please find enclosed membership fee for 19 85

Anti-Cancer Council of Victoria



October 30, 1984

Mr. D.K. Cameron, B.Comm., F.A.S.A.,
102/105 Punt Road,
WINDSOR, 3181

Dear Mr. Cameron,

I am writing to apologise for the apparent error of judgment made by one of our staff recently.

The Council is a very caring organisation, and the staff who work here are usually very understanding of peoples' problems. It was therefore with some distress that I read your letter to Sir Edward.

Although it is most unusual for someone to request a memorial card with such urgency, it was obviously handled with a lack of sensitivity to your particular problem.

I hope you will accept our apologies for the distress we have caused you.

We are extremely grateful for your donation towards the work of the Council and our official receipt is enclosed.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

c.c. Sir Edward Dunlop

Anti-Cancer Council of Victoria



October 30, 1984

LR-GE-017

Mr. Ross Barker,
Sedgwick Street,
MARYSVILLE. 3779.

Dear Ross,

Sally, our Resource Officer has forwarded your brochure and told me of your kind offer of conference assistance.

We shall certainly think of you when the next appropriate meeting arises.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 30, 1984

Mr. A. Kemp,
The Russell Grimwade School of Biochemistry,
University of Melbourne,
PARKVILLE. 3052.

Dear Mr. Kemp,

I acknowledge receipt of your application for a Vacation Studentship.
We will be contacting you again in due course.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-001

Anti-Cancer Council of Victoria



October 30, 1984

LR-GE-018

Miss Alison Winfield,
St. Johns,
3/39 Park Lane,
SUMERVILLE. 3912.

Dear Miss Winfield,

Thank you for your recent donation towards the work of the Council. The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have shown. Our official receipt is enclosed.

With reference to your friend's discomfort after receiving one of our donor letters I should like to clarify a couple of points for you.

Firstly, although we share the same Act of Parliament, the ACCV has nothing to do with the Peter MacCallum Hospital, but has been commissioned to co-ordinate all aspects of research into cancer in Victoria.

We are a voluntarily funded organisation, with 95 per cent of our funds coming from the general public. This is completely different from the Peter MacCallum which is government funded and operates as any other public hospital.

The second point, the 'two-stamp' method of approach, has been tested regularly as we realise how sensitive an area it is. It was tested with alternative methods of return envelope (e.g. business reply, no stamp), and each test proved conclusively that far more money was raised by the two-stamp approach. (We do obtain bulk mail postage reductions and therefore do not pay the full amount for outgoing stamps).

As I mentioned earlier, the Council receives only 5% of its funds from the State Government, and we therefore have to raise our funds by the best means available to us. We are vitally conscious of how difficult it is to raise these funds, and we are therefore most careful in how we spend them.

I hope this letter explains the situation satisfactorily for you and your friend.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 30, 1984

LR-BQ-019

The Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE.

Dear Sir,

Re: G.F. Carden Fund

Thank you for your advice dated 15th October, 1984 and enclosing a cheque for \$16,240.85 being a payment due to the Council from the G.F. Carden estate.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 29, 1984

Mr. H.P. Head,
30 Grandview Avenue,
RYE, 3941

Dear Mr. Head,

Thank you for your recent letter expressing concern over animal experimentation, and we appreciate your feelings in this matter.

The Council has a number of wide ranging activities such as public education, clinical trials and patient welfare and I have included a copy of our last Annual Report which mentions these in some detail.

If you nominate any one of these activities we can guarantee that your donation will be channelled into the particular area.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 29, 1984

Mr. Paul K. Steedman,
"Clarendal",
206 Albert Street,
EAST MELBOURNE, 3002

Dear Paul,

Thank you for your recent letter and report concerning the Caritas Christi Hospice from July 1983 to June 1984.

This report was received at the last meeting of the Executive Committee and was read with interest by the members. On behalf of the Council, I would like to thank you most sincerely for the work you undertake on our behalf.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8410-202

TO: ALL STAFF
FROM: A.J. Holzer
SUBJECT: FIRST FLOOR KITCHEN
DATE: October 29, 1984 (6147)
COPIES:

The Australian Cancer Society is meeting here this week from Wednesday 31st October to Friday 2nd November.

The activities room (i.e. upstairs kitchen) will be needed for morning and afternoon teas and lunch. Would all staff please use the kitchen downstairs during this period.

Thank you for your co-operation.

A.J.H.

Anti-Cancer Council of Victoria



October 29, 1984

Mr. Peter Johnson,
Cameron & Cameron,
Solicitors,
1st Floor,
9-11 Fraser Street,
SHEPPARTON. 3630.

Dear Mr. Johnson,

You kindly participated in a telephone survey a few months ago when the ACC was trying to discover, amongst other things, why people left money to charity, and how the Council itself could increase solicitors' awareness of the activities of the Council.

The results of that telephone survey are attached.

Two copies of the 1984 Annual Report are enclosed, one for yourself and the other to be placed in the waiting room, if appropriate.

I would like to take this opportunity of thanking you for participating in the survey. We were extremely grateful for your interest and support.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

RESULTS

1. 85% of solicitors said that less than 10% of their clients left money to charity, while a further 15% said that up to 20% left money to charity.
2. 82.5% of clients already knew which charity they wished to support and only 17.5% sought advice from solicitors.
3. In answer to the question is cancer mentioned when a client wishes to leave money for a specific purpose - 45% replied sometimes, 25% said rarely and 30% replied often.
4. of those clients who wish to leave money for cancer, 80% said their clients were already aware of the ACCV, 20% said they had no knowledge.
5. of the 20% who had no knowledge of the ACCCV, 10% asked the solicitor for advice as to which was the appropriate organisation to leave a bequest and 10% did not specify.
6. 70% of solicitors said they were aware of the Council and its activities, 25% said they only knew a little, and 5% did not know of Council activities.
7. 45% of solicitors wished to receive a copy of the Annual Report and 55% did not. But of those 55%, 45% had already received a copy.

The last question on the survey asked participants if they had any suggestions as to how the Council could increase solicitors' awareness of its activities.

40% suggested that advertisements in the Law Institute Journal were most appropriate.

35% suggested either an Annual Report to solicitors and/or pamphlet on the Council and its activities and deferred giving.

20% believed the Council should increase public awareness.

Anti-Cancer Council of Victoria



October 26, 1984

Mrs. Marion J. Carnes,
P.O. Box 67,
BEAUFORT, 3373

Dear Mrs. Carnes,

Please accept our sincere sympathy on the recent death of your mother. The Council is extremely grateful for the financial support given by her over many years, and also for the many donations forwarded in her memory.

Her name has been deleted from our mailing list.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-DN-031



Anti-Cancer Council of Victoria

October 25, 1984

LR-DN-008

Mr. & Mrs. P. Ciardullo,
92 Banyule Road,
ROSANNA. 3084.

Dear Mr. & Mrs. Ciardullo,

Thank you very much for your recent donation of \$20.00 as a tribute to the birth of your friends' baby daughter. We were most impressed with your thoughtfulness in sharing your joy in a new life in this way.

The fight against cancer can continue only with the help of our many friends and we are grateful for the support you have given.

Our official receipt is enclosed together with a copy of our latest Annual Report which I hope you will find of interest.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 26, 1984

LR-DN-015

Mrs. L.W Reid,
Kergunyah PO,
Via WONDONGA. 3691.

Dear Mrs. Reid,

How delighted we were to receive your recent extremely generous donation of \$5,000 towards the work of the Council.

The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more in the one year. This means that one of our research workers would be named, for instance, the recipient of the "L.W. REID RESEARCH AWARD for 1985". If you would like to have your gift recognised in this way, please contact me and I will arrange for it to be named early in the new year.

Our official receipt is enclosed together with a copy of our latest Annual Report.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 25, 1984

LR-BQ-017

Mr. D.J. Keating,
Manager Trust Administration,
ANZ Executors & Trustee Co. Ltd.,
GPO Box 389D,
MELBOURNE. 3001.

Dear Mr. Keating,

Re: Estate of the late Martha Constance Horne

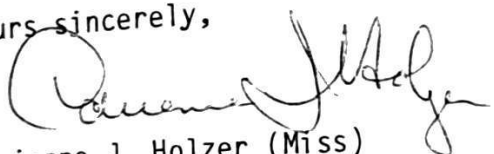
Thank you for your letter DD/KR dated 15th October, 1984 informing us that the Council is to receive a one-third share of the residuary estate of the late Mrs. Horne.

I acknowledge receipt of the copy of the Will and look forward to receiving your further advice.

I enclose our official receipt together with a copy of our latest Annual Report which you may care to pass to the relatives of the deceased if you think it appropriate.

Will you please note that the Council's new address is 1 Rathdowne Street, Carlton South, 3053.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council



Anti-Cancer Council of Victoria

October 25, 1984

LR-GE-019

Mr. & Mrs. A. Karas,
19 Betulla Avenue,
BUNDOORA. 3083.

Dear Mr. & Mrs. Karas,

The Anti-Cancer Council of Victoria has accepted with gratitude a tribute gift from Mr. & Mrs. P. Ciardullo on the birth of your daughter. We were most impressed with their thoughtfulness in sharing their joy in a new life in this way.

The fight against cancer can continue only with the help of our many friends and we are grateful for the support they have given.

With our very best wishes to you all at this happy time and in the years to come.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 25, 1984

LR-BQ-017

Mr. D.J. Keating,
Manager Trust Administration,
ANZ Executors & Trustee Co. Ltd.,
GPO Box 389D,
MELBOURNE. 3001.

Dear Mr. Keating,

Re: Estate of the late Martha Constance Horne

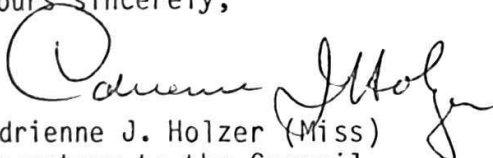
Thank you for your letter DD/KR dated 15th October, 1984 informing us that the Council is to receive a one-third share of the residuary estate of the late Mrs. Horne.

I acknowledge receipt of the copy of the Will and look forward to receiving your further advice.

I enclose a copy of our latest Annual Report which you may care to pass to the relatives of the deceased if you think it appropriate.

Will you please note that the Council's new address is 1 Rathdowne Street, Carlton South, 3053.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



25th October, 1984

Mr. Alan Quek,
Flat 11, Chisholm College,
C/- LaTrobe University,
BUNDOORA, 3083

Dear Mr. Quek,

I acknowledge receipt of your application for a Post-Graduate Research
Scholarship.

We will be contacting you again in due course.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-PS-001

Anti-Cancer Council of Victoria



October 26, 1984

Mr. David M.A. Francis,
Senior Lecturer,
Department of Surgery,
The University of Melbourne,
5th Floor,
Clinical Sciences Building,
Royal Melbourne Hospital,
VICTORIA, 3050

Dear Mr. Francis,

Thank you for your letter which we received this morning.

I have forwarded this on to Professor Holloway, Chairman of the
Medical & Scientific committee, for comment.

Yours sincerely,

Adrienne J. Holzer (Miss)
Medical & Scientific Committee

Anti-Cancer Council of Victoria



October 24, 1984

LR-BQ-015

Mr. D.G. Carlisle,
Trust Accounts Officer,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Carlisle,

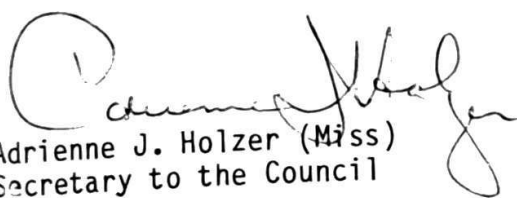
Re: Estate of Jean Catherine Blackburn

Thank you for your letter DGC/ksh/s dated 19th October 1984 enclosing a cheque for \$24,405.37 being the Council's one-quarter final share in the estate of the late Jean Catherine Blackburn.

I acknowledge receipt of Statements of Account and enclose our official receipt.

Would you please note that the Council's new address is 1 Rathdowne Street, Carlton South, 3053.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 24, 1984

LR-DN-006

Mrs. I. Hyndman,
4/47 Westbank Terrace,
RICHMOND. 3121.

Dear Mrs. Hyndman,

Thank you so much for your recent letter and donation towards the work of the Council. Our official receipt is enclosed.

We have two areas where voluntary help is always welcome; our Opportunity Shop in Bridge Street, Richmond or, alternatively, assisting with our Donor Programme at the Council offices.

I shall pass your letter on to Mrs. Eve Allardice, co-ordinator of the volunteers and she will contact you in the near future.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 24, 1984

LR-DN-005

Mr. & Mrs. J.F. King,
89 Ninth Avenue,
ROSEBUD. 3939.

Dear Mr. & Mrs. King,

Thank you for your recent donation of \$200 towards the work of the Council.

On checking through our records I notice that over the last twelve months you have donated \$1,245. The Council would like to recognise your generosity in some way and we do have special research awards which are named after donors who give the Council in excess of \$1,000 during the year. This means that one of our research workers would be named, for instance, the recipient of the 'MR & MRS J.F. KING RESEARCH AWARD' for 1985. If you would like to have your gift recognised in this way please contact me and I will arrange for it to be named early in the new year.

Our official receipt is enclosed together with a copy of our latest Annual Report.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 24, 1984

LR-BQ-016

Messrs. Cuthberts,
Barristers & Solicitors,
101 Lydiard Street,
NORTH BALLARAT. 3350.

Dear Sir,

Re: Estate of Robert Thomas Budge

Thank you for your letter RJ.5 dated 19th October, 1984 enclosing a copy of the Will and Inventory of Assets relating to the above estate.

We have noted your advice regarding the unit at 810A Lydiard Street North and look forward to your further advice in respect of this matter.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 24, 1984

LR-GE-016

Dr. B.R. Lewis,
The Medical Centre,
Moonee Ponds,
29 Pratt Street,
MOONEE PONDS. 3039.

Dear Dr. Lewis,

Thank you very much for your letter.

As you had mentioned your intentions to me at the Annual Meeting it did not come as a surprise. Nevertheless it is with considerable regret that your resignation is received.

We are most grateful for the support you have given the Council during your years of membership.

The Secretary will be writing to the College informing them of the need for someone to succeed you.

Best wishes,

Yours sincerely,

W.A. Dick
President

Anti-Cancer Council of Victoria



October 23, 1984

LR-GE-015

Mr. & Mrs. L.M. Fryer,
13 Nicholas Court,
POINT LONSDALE. 3225.

Dear Mr. & Mrs. Fryer,

I thought I should try to clarify the Anti-Cancer Council's position after receiving the copy of the newspaper article you sent in recently.

Although we share the same Act of Parliament, the ACC has nothing to do with the Cancer Institute/Peter MacCallum Hospital.

The Council is responsible, for co-ordinating all aspects of research into cancer in Victoria. It has vital interests in prevention and early detection of the disease, and to educate the general public so that they are aware of the early warning signs of cancer. In addition we assist cancer patients and their families and co-ordinate clinical trials.

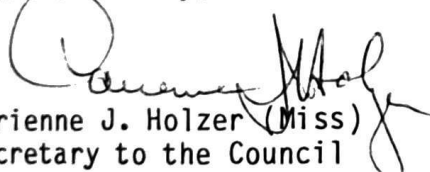
We are a voluntarily funded organisation, with 95 per cent of our funds coming from the general public. This is completely different to the Peter MacCallum which is government funded and operates as any other public hospital.

The research workers we support are mainly from university departments of science and medicine and are not general practitioners.

I hope I have managed to explain that the article in question did not have any relevance to the Council or its staff.

Best wishes,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 23, 1984

Messrs. A.J. Mahon & Associates,
Barristers & Solicitors,
Suite 3, 20 Albert Street,
BLACKBURN, 3130

Dear Sirs,

Re: Estate of Nancy May Miller

Thank you for your letter AM:KT:025 dated October 19 concerning the above estate.

Because of the requests of the Executor of the estate, who is also a beneficiary, we will have to place these matters before our Finance committee which meets next on Thursday November 8th. I will advise you of the Council's decision following this meeting.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 19, 1984

LR-GE-014

Mr. D.G.P. Thompson,
Executive Director,
Victorian Medical Postgraduate Foundation,
'Trawalla',
22 Lascelles Avenue,
TOORAK. 3142.

Dear Mr. Thompson,

Re: Membership of the VMP Foundation

Thank you for your letter of 26th September 1984. Dr. Nigel Gray is the Council's nomination on the Foundation.

Our cheque for Dr. Gray's membership dues is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 23, 1984

Dr. John Gavin,
Chairman,
Scientific Committee,
The Cancer Society of New Zealand (Incorporated)
Box 10340
WELLINGTON,
New Zealand

Dear John,

Thank you for sending me a copy of your reports of visits to various Anticancer organisations in Australia. I found them very interesting.

I enclose a copy of our latest Annual Report which I hope you will also find of interest.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 23, 1984

Mr. Jin Ghee Teh, B.Sc.,
St. Mary's College,
PO BOX 140,
PARKVILLE. 3052.

Dear Mr. Teh,

I acknowledge receipt of your application for a Post-Graduate Research Scholarship.

We will be contacting you again in due course.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-PS-001

Anti-Cancer Council of Victoria



October 23, 1984

Mr. K.G.C. Smith,
PO Box 124,
BELMONT. 3216.

Dear Mr. Smith,

I acknowledge receipt of your application for a Vacation Studentship.
We will be contacting you again in due course.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'Adrienne J. Holzer', is written over a circular flourish.

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-001

Anti-Cancer Council of Victoria



October 23, 1984

Miss Ruth Salom,
3/12 Blenheim Street,
EAST BENTLEIGH. 3165.

Dear Miss Salom,

I acknowledge receipt of your application for a Vacation Studentship.

We will be contacting you again in due course.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

LR-MS-001

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8410-104

TO: All Unit Heads
FROM: Adrienne J. Holzer
SUBJECT: Christmas Holidays
DATE: October 23, 1984 (6141)
COPIES:

Would all Unit Heads please inform Dr. Gray and myself of their proposed holidays over the Christmas/January period.

We like to ensure that at least one or two senior staff are on deck during this time.

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8410-103

TO: All Unit Heads
FROM: Adrienne J. Holzer
SUBJECT: Meeting Room Notice Boards
DATE: October 23, 1984 (6141)
COPIES:

A gremlin seems to be at work under the cover of darkness changing meeting names.

The 'gremlin person' may well think it is very funny - but then 'IT' does not have to stand up there every week and put the letters up on the board in the first place. Nor is the gremlin a visitor/Committee Member who could easily be looking for directions one evening or early morning.

Would you therefore please put out a general alert requesting the said gremlin to desist from its current activity.



Anti-Cancer Council of Victoria



October 18, 1984

LR-GE-010

Mrs. H. Bauer,
Impact Graphics Pty Ltd.,
3rd Floor,
55 William Street,
MELBOURNE. 3000.

Dear Mrs. Bauer,

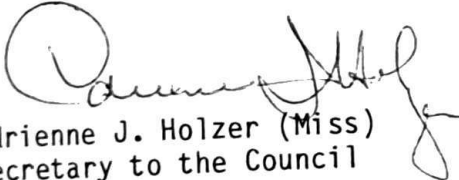
Following telephone conversations between you, Mr. Hill and myself I am writing to confirm that the Council finds the invoice for a letterhead design unacceptable in its present form.

Our Finance Committee will not accept the invoice as presented. They require specific details and an itemised statement.

As you are no doubt aware, the Council is normally a reliable payer of accounts, but the amount of \$1,200 for the two days that were presented seems abnormally excessive.

I hope that we will be able to come to a reasonable solution to this present problem.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 19, 1984

LR-GE-012

David Couper and Associates,
9 Eastgate Court,
WANTIRNA. 3152.

Dear Sir,

Thank you for submitting your quotation for the maintenance of our airconditioning equipment. We have, however, accepted the quotation of another company.

I would like to thank you for the time and effort you have given to the preparation of the quotation.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 19, 1984

LR-BQ-012

Messrs. Kennedy & Cooke,
Solicitors,
50 Market Street,
MERIMBULA. NSW. 2548.

Dear Sirs,

Re: Estate of Sidney Kelton Deceased

Thank you for your letter DF:JLH:2779 dated 11th October, 1984 enclosing a cheque for \$919.00 being a further final distribution from the estate of the late Sidney Kelton.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 19, 1984

LR-GE-013

Mr. L.J. Hodgson,
Service Manager,
Reliance Airconditioning
Services,
171 Waverley Road,
MT. WAVERLEY. 3149.

Dear Mr. Hodgson,

Thank you for submitting your quotation for the maintenance of our airconditioning equipment. We have, however, accepted the quotation from another company.

I would like to thank you for the time and effort you have given to the preparation of the quotation.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 19, 1984

LR-GE-011

Conrad J. Shortis,
Manager/Service Engineer,
Condition Cool Airconditioning
Services,

24 Central Avenue,
CROYDON SOUTH. 3136.

Dear Mr. Shortis,

Thank you for submitting your quotation for the maintenance of our airconditioning equipment. We have, however, accepted the quotation from another company.

I would like to thank you for the time and effort you have given to the preparation of the quotation.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 18, 1984

LR-BQ-011

Mr. B.P. Ranford,
General Manager,
ANZ Executors & Trustee Co. Ltd.,
GPO Box 389D,
MELBOURNE. 3001.

Dear Mr. Ranford,

Re: Elsie Louise Thomas Memorial Fund &
Mrs. G.E. Wilson Estate, A/c Price Coulsell Wilson Fund

The Anti-Cancer Council would be pleased to have a little more information in respect of the above estates.

In particular, it would like to know the attitude of other beneficiaries and whether or not ANZ recommends taking further action in either case.

I look forward to receiving your reply.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



19th October, 1984

The Trust Officer,
Public Trust Office,
168 Exhibition Street,
MELBOURNE, 3001

Dear Sir,

Re: 58954/35 John Frances Anthony RYAN

I confirm our recent telephone conversation concerning the above estate.

The Council, at its last Finance meeting, agreed that it would like the Council's share of the estate to be in a cash distribution, and that the deceased's brothers and sisters could take possession of various family photographs, trinkets etc. from the estate property which appear to have no commercial value.

We confirm also the acceptance of the offers from the deceased's sister for the purchase of items from the estate:-

- | | | |
|------------------------|---|---------|
| 1. 1974 Holden Utility | - | \$1,100 |
| 2. T.V. set | - | \$60 |
| 3. Motor Mower | - | \$100. |

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



19th October, 1984

Mr. Lionel Evans,
Lionel Evans Stamps Pty. Ltd.,
258 Flinders Street,
MELBOURNE, 3000

Dear Mr. Evans,

The Council has been named a beneficiary in a residuary estate which includes a stamp collection. The Trustee of the estate has suggested that another opinion of the value of the stamps is recommended as he feels that the collection has been undervalued.

We have suggested that the Solicitor, Mr. Andrew Thwaites, contact you on the recommendation of one of our committee members, Mr. John Sennitt.

Yours sincerely,

Adrienne J. Holzer, (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 16, 1984

LR-GE-006

Dr. J.A. Mathews,
Trades Hall Council,
54 Victoria Street,
CARLTON SOUTH. 3053.

Dear Dr. Mathews,

As its last meeting the Executive Committee approved the Minutes of the meeting of August 9, 1984.

These are now enclosed, together with a copy of the Activities Reports presented by staff to that meeting.

Also enclosed are the Activities Reports for the previous Executive Committee Meeting which I understand were not included with the previous minutes.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'Adrienne J. Holzer', is written over the typed name.

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 17, 1984

LR-BQ-009

Ford & Company,
Solicitors,
3rd Floor,
400 Lonsdale Street,
MELBOURNE. 3001.

Dear Sir,

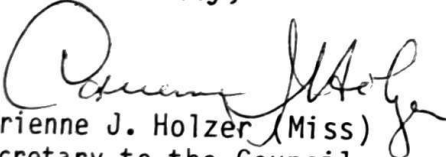
Re: Estate of Frank Humphries Young Deceased

Thank you for your letter PGL:KF dated 30th August, 1984 enclosing a cheque for \$6,000 being an amount bequeathed to the Council under the terms of the Will of the late Frank Humphries Young.

In accordance with Dr. Fraser's wishes we have directed the money towards our Cancer Registry. Dr. Graham Giles has a particular interest in cancer of the prostate and its epidemiology. It is, of course, a very age dependant disease, and if detected early, very treatable.

Enclosed is our official receipt plus two copies of our latest Annual Report, one of which you may care to pass on to the relatives of the deceased if you think it appropriate. The other copy may be of interest to Dr. Fraser.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 17, 1984

LR-BQ-010

Messrs. McMahon, Fearnley & Kaynes,
Barristers & Solicitors,
PO Box 75,
Collins Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Myra Lillian Judd Deceased

Thank you for your letter DD.SK dated October 9, 1984 enclosing a copy of the Will of the late Myra Lillian Judd and cheque for \$95,988.16 being the Council's half share in that estate.

Our official receipt is enclosed together with a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Member of the Australian Cancer Council
Member of the Victorian Cancer Council
Member of the National Cancer Council
Anti-Cancer Council of Victoria



October 17, 1984

LR-GE-008

The Accountant,
National Heart Foundation of Australia,
PO Box 2,
WODEN, ACT. 3606.

Dear Sir,

Please find the enclosed cheque for \$250.00 being the Council's refund from its contribution towards the cost of bringing Mr. Peter Taylor to Australia.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 11, 1984

LR-GE-004

The Manager,
Nat's Service Station,
Cnr. Queensberry and Drummond Streets,
CARLTON. 3053.

Dear Sir,

I enclose a list of names and signatures of staff of the Anti-Cancer Council of Victoria who are eligible to obtain petrol from your Service Station.

In addition Mr. John Nankervis, Dr. Don Metcalf, Professor R. Lovell and Mr. S. Woodward are also eligible to sign.

We will forward a copy of their signatures as soon as possible.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 11, 1984

LR-GE-005

The Manager,
City Heights Service Station,
330 Victoria Parade,
EAST MELBOURNE. 3002.

Dear Sir,

As from Monday October 22nd, 1984 the Council will be transferring its business to another service station.

This has occurred only because of our move from Jolimont to Carlton and we thank you very much for the good service you have provided over the years.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 15, 1984

LR-DN-004

Miss N.J. Ward,
13 Denver Crescent,
ELSTERNWICK. 3185.

Dear Miss Ward,

Thank you so much for your recent most generous donation towards the work of the Council. We are so grateful to have your continuing support. As you know our programmes of cancer research, education and welfare can only continue with the help of caring people like yourself.

We have just reviewed the Research Grant applications for 1985 and will name the recipient of the 'N.J. WARD RESEARCH AWARD' early in the new year. We will let you know as soon as this has been done.

Our official receipt is enclosed.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
A member of the Australian Cancer Society
Director: Dr Nigel Gray A.M. MB, BS, FRACP, FRACMA

Anti-Cancer Council of Victoria



October 15, 1984

LR-BQ-008

The Trust Accountant,
The Equity Trustees Executors
& Agency Company Limited,
472 Bourke Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Beatrice Harris Deceased

Thank you for your recent cheque for \$2,599.80 being a further distribution from the estate of the late Beatrice Harris.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 15, 1984

LR-BQ-004

Messrs. Warren, Graham & Murphy,
119 Main Street,
BAIRNSDALE. 3875.

Dear Sirs,

Re: Estate of Mr. Henry McMeekin Deceased

Thank you for your letter NAC:mjg dated 8th October, 1984 enclosing a cheque for \$748.75 being an interim distribution of the residuary estate of the late Mr. McMeekin. Our official receipt is enclosed.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 11, 1984

LR-GE-003

Mr. Lawrence A. Wright,
Executive Secretary,
Australian Cancer Society,
GPO Box 4708,
SYDNEY. 2001.

Dear Lawrie,

I am writing to confirm that the Anti-Cancer Council is quite happy for COSA to administer the funds awarded to Dr. James Cox, who is the Robert Fowler Fellow for 1984.

As mentioned on the telephone, our requirement is that during his time with COSA, he be known as the Robert Fowler Fellow.

A cheque for \$4,000 is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 10, 1984

LR-GE-002

Mr. P.L. Norris,
11 Casey Drive,
BERWICK. 3806.

Dear Mr. Norris,

Thank you for your letter. I have pleasure in enclosing a copy of the palliative care report.

The Report at present is not for general distribution to the public as it is before the Ministerial Review Committee on Cancer Services in Victoria.

In addition the Victorian Co-operative Oncology Group, a sub-committee of the Anti-Cancer Council, is examining the questions which remain outstanding to see what role the Council could play in helping to answer these questions.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



11th October, 1984

Mr. B.P. Sloan,
32 Seattle Street,
NORTH BALWYN, 3104

Dear Mr. Sloan,

I now have pleasure in enclosing your receipt for \$1,033 in memory of your late wife.

For your information, I have also enclosed a copy of the Palliative Care Report which is not for general distribution to the public as it is before the Ministerial Review Committee of Cancer Services in Victoria.

In addition, a special committee of the Council is examining the questions which remain outstanding.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encls:

Anti-Cancer Council of Victoria



11th October, 1984

Dr. Ronald J. Tomkins,
P.O. Box 1068,
SHEPPARTON, 3630

Dear Dr. Tomkins,

Thank you for your recent letter enclosing the cheque from the members of the Harston C.W.A. as a donation towards the Denis Calder Award.

A copy of our letter to the members of the C.W.A. is enclosed.

John Nankervis has now retired from the Council and the Appeals Office is being run by Mrs. Beverley Lovegrove.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



11th October, 1984

Mrs. G.M. Brown,
Harston C.W.A.,
R.M.B. 1525,
TATURA, 3616

Dear Mrs. Brown,

Dr. Tomkins has forwarded the very generous donation of \$8,000 towards the Denis Calder Award.

We appreciate how much time is involved in raising this amount of money and would like you to extend our heartfelt thanks to all who assisted you.

We have just reviewed the Research Grant applications for 1985 and will name the recipient of the award early in the new year. We will let you know as soon as this has been done.

Our official receipt is enclosed.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 12, 1984

Mr. J. I. Swinden,
Acting Administrator,
The Royal Dental Hospital of Melbourne,
711 Elizabeth Street,
MELBOURNE, 3000

Dear Mr. Swinden,

Thank you for your letter of October 4 advising that Dr. Chippendale is unable to continue as the Royal Dental Hospital's nominee to our Medical & Scientific Committee.

We look forward to hearing of Dr. Chippendale's replacement so that we can advise him of the February meeting date.

Yours sincerley,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 12, 1984

Mr. Ben Soler,
President,
Maltese/Australian Social Club of Victoria,
G.P.O. Box 639E,
MELBOURNE, 3001

Dear Mr. Soler,

Our President, Sir Edward Dunlop, has forwarded your cheque for \$200 as a donation for the Work of the Anti-Cancer Council of Victoria on behalf of the Maltese-Australian Social Club. Would you please express our gratitude to your club members for this very generous donation.

Our programs of cancer research, education and welfare can only continue with the help of our many friends and we are most grateful for your support.

Our official receipt is enclosed together with a copy of our latest Annual Report which I hope you will find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 12, 1984

Mr. N. Buchan,
29 Wagstaff Street,
RYE, 3941

Dear Mr. Buchan,

Thank you for your note regarding our request for a donation.

As requested, your name has been removed from our mailing list.

We hope that you are now feeling a little better and appreciate your difficult circumstances.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



11th October, 1984

Mr. & Mrs. G. Seelaf,
5 Tregunter Street,
ASCOT VALE, 3032

Dear Mr. & Mrs. Seelaf,

Thank you very much for your recent letter enclosing a cheque for \$1,000. Our official receipt is attached.

The amount will be added to the Anthony Seelaf Fund as requested.

Your generosity is much appreciated and I have pleasure in enclosing a copy of our latest Annual Report.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encls:

Anti-Cancer Council of Victoria



October 12, 1984

Messrs. Ivan L. McDonald & Slater,
Barristers & Solicitors,
136 Balcombe Road,
MENTONE, 3194

Dear Sirs,

Re: Estate of Nancye Major Dickinson deceased

Thank you for your letter JH:83-0204-4262 dated 10th September 1984 advising that the Council is entitled to one-third of the residue of the above estate.

At its meeting last night the Finance Committee agreed to the request of payment of commission at the rate of 3.5%.

We enclose a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 12, 1984

The Manager, Trust Administration,
ANZ Executors & Trustee Co. Ltd.,
G.P.O. Box 389D,
MELBOURNE, 3001

Dear Mr. Keating,

Re: Estate of the late Edward Connelly

Thank you for your letter DD/KR dated September 10th, 1984 advising that the Council is entitled to a two thirty-second share of the residue of the above estate.

We acknowledge receipt of the copy of the Will and have enclosed a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

At its meeting last night, the Finance Committee agreed to the request that Mrs. Beryl Howe, the deceased's housekeeper, continues to be paid the sum of \$55 per week until such time as she vacates the residence at 18 Curzon Street, East Brighton.

We look forward to your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 12, 1984

LR-DN-003

Mrs. K.J. Allen,
1 Ronlyn Street,
ROSEBUD WEST. 3940.

Dear Mrs. Allen,

Please accept our sincere apologies for the distress our letter must have caused you.

Our volunteers do check memorial donations against our new and regular donors. Unfortunately it has been discovered that a batch of names slipped through the system.

We have now rectified the error and trust it will not happen again.

We have advised Mr. Maddick of your donation and our official receipt is attached.

I do hope you will forgive our apparent thoughtlessness.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

11/10/84	729390	MRS K J ALLEN			2.00	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	PHONE: 654 2411	

ANTI-CANCER COUNCIL OF VICTORIA
Donations of \$2.00 and over are tax deductible.
236438

Per

Anti-Cancer Council of Victoria



October 12, 1984

The Trust Officer,
The Equity Trustees Executors & Agency Co. Ltd.,
472 Bourke Street,
MELBOURNE, 3000

Dear Mr. Hartlett,

Re: E.E.H. Holden Estate

Thank you for your letter PMH/hw/s dated October 4, 1984 enclosing a Statement of Assets and Liabilities for the above estate.

At its meeting last night the Finance Committee decided that it would prefer the Council's share of the residuary estate to be taken in the form of cash and its proportion of shares from Australian Guarantee Corporation Ltd., Boral Limited, Elders IXL Limited and Mayne Nickless Limited.

We look forward to your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 12, 1984

Dr. G. Trevaks,
Chairman,
Health Commission of Victoria,
555 Collins Street,
MELBOURNE, 3000

Dear Dr. Trevaks,

Thank you for your recent letter regarding the circularising of your private telephone number in our Council Members list.

We have deleted this number from our lists and will keep the number for internal office use only when necessary.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 9, 1984

LR-BQ-001

Mr. D.G. Carlisle,
Trust Accounts Officer,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Carlisle,

Re: Estate of Elizabeth Agnes Politz Deceased

Thank you for your letter DGC/sm/s dated 28th September, 1984 enclosing a cheque for \$106,290.72 representing the Council's final share in the estate of the late Mrs. Politz.

We acknowledge receipt of the Statements of Account.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 9, 1984

LR-PR-001

Miss Heather Ritchie,
45 Campbell Street,
HEATHMONT. 3135.

Dear Heather,

It is now three months since you began work with the Council and it is with great pleasure that I am writing to confirm your appointment.

As you are now on the permanent staff, you will become eligible to join the Council's superannuation scheme in a further 3 months time.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



LR-BQ-003

October 9, 1984

Vera Fowler & Company,
Barristers & Solicitors,
1 Evandale Road,
MALVERN. 3144.

Dear Miss Fowler,

Re: Estate of Winifred Edith Merry Deceased

Thank you for your letter VM:VA dated 1st October, 1984 enclosing a cheque for \$68,427.17 being the Council's one-fifth share of the residuary of the estate of the late Mrs. Merry.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 8, 1984

Mr. & Mrs. R. Tonkin,
Moorillah Gardens,
Long Gully Road,
POMONAL, 3381

Dear Mr. & Mrs. Tonkin,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and our official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Yes, we were extremely impressed with the Christmas card from South Africa and we are taking steps to try to do something similar at the Council. Thank you for bringing it to our attention.

With best wishes,

Yours sincerely,

Adrienn J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 4, 1984

S-11-LR-096

Mr. P. McDonald,
82 Oke Street,
OUYEN. 3490.

Dear Mr. McDonald,

We were very pleased to receive your cheque for \$1,000 in the mail recently. This is certainly an extremely generous gesture on your part and we thank you most sincerely.

The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more in the one year. This means that one of our research workers would be named, for instance, the recipient of the P. McDONALD RESEARCH AWARD for 1985. If you would like to have your gift recognised in this way, please contact me and we shall name the award as soon as possible.

Our official receipt is enclosed together with a copy of our latest annual report.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 4, 1984

S-11-LR-023

Messrs. Cuthberts,
Barristers & Solicitors,
101 Lydiard Street,
NORTH BALLARAT. 3350.

Dear Sir,

Re: Estate of Robert Thomas Budge Deceased

Thank you for your letter RJ.5. dated 20th September, 1984 enclosing a copy of the Will of the late Mr. Budge and advising that the Council is to receive a one half share of the residue of the estate.

We acknowledge receipt of the Inventory of Assets.

We enclose a copy of our latest Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice.

Please note that the Council's address is now 1 Rathdowne Street, Carlton South, 3053.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 4, 1984

S-11-LR-024

Messrs. Akehurst, Friend & Allaway,
Solicitors,
10 Queen Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Thomas George Carroll Deceased

Thank you for your letter CJD:AK dated 20th September, 1984 enclosing a copy of the Will of the late Thomas George Carroll and advising that the Council is to receive a half-share in the estate.

We enclose a copy of our Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice.

Please note that the Council's address is now 1 Rathdowne Street, Carlton South, 3053.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 4, 1984

S-11-LR-099

Mr. John M. Sullivan,
Manager, Charitable Trusts,
Perpetual Trustee Company,
50 Queen Street,
MELBOURNE. 3000

Dear Mr. Sullivan,

Re: H. & L. Hecht Trust

Thank you for your recent letter enclosing a cheque for \$10,000 being a donation from the H. & L. Hecht Trust towards the current research projects being undertaken by the Council.

Would you please convey the Council's gratitude to the Trustees, Sir James Forrest, Sir Colin Syme and the Perpetual Trustees Company for this very generous donation.

The Council would like to recognise this gift by naming one of our research workers as the recipient of the H. & L. HECHT TRUST RESEARCH FELLOW for 1985 or, if you prefer, the money will be included in our general research budget. We look forward to your advice.

Our official receipt is enclosed together with two copies of our most recent Annual Report which Sir James and Sir Colin may find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 4, 1984

S-11-LR-097

Mr. John M. Sullivan,
Manager, Charitable Trusts,
Perpetual Trustee Company,
50 Queen Street,
MELBOURNE. 3000

Dear Mr. Sullivan,

Thank you for your recent letter enclosing a cheque for \$5,000 being a donation from the Percy Baxter Charitable Trust towards the current research projects being undertaken by the Council.

Please accept our gratitude for this very generous gesture.

The Council would like to recognise this gift by naming one of our research workers as the recipient of the PERCY BAXTER CHARITABLE TRUST RESEARCH AWARD for 1985 or, if you prefer, the money will be included in our general research budget. We look forward to your advice.

Our official receipt is enclosed together with a copy of our latest annual report which we hope you will find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 4, 1984

S-11-LR-098

Messrs. Kiddle, Briggs & Willox,
Solicitors,
459 Collins Street,
MELBOURNE. 3000

Dear Sirs,

Re: Estate of I.M. McGown

Thank you for your cheque for \$265.66 representing 6 months mortgage loan interest to August 1984, due to the Council from the estate of the late I.M. McGown.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 3, 1984

P-10-AP-012

Miss Nicole Marshall,
2 Milton Crescent,
MULGRAVE, 3170

Dear Nicole,

It is now three months since you began work with the Council and it is with great pleasure that I am writing to confirm your appointment.

As you are now on the permanent staff, you will become eligible to join the Council's superannuation scheme when you turn 21 years of age.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



3rd October, 1984

Messrs. A.L. Powell & Co.,
Solicitors,
2nd Floor,
406 Lonsdale Street,
MELBOURNE, 3000

Dear Sirs,

Re: Estates of Rosalind Muriel McKerlie and
Lindsay Cameron McKerlie

Thank you for your letter of September 18 1984 enclosing copies of
the Administration Account relating to the above estates.

As requested, the Deed of Release Form has been signed and is returned
herewith.

We look forward to your further advice.

Would you please note that the Council's address is now
1 Rathdowne Street, Carlton South, 3053.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

Anti-Cancer Council of Victoria



October 3, 1984

P-10-AP-013

Mrs. P. Hartshorn,
39 Henley Street,
PASCOE VALE SOUTH, 3044

Dear Tricia,

It is now three months since you began work with the Council and it is with great pleasure that I am writing to confirm your appointment.

As you are now on the permanent staff, you will become eligible to join the Council's superannuation scheme in a further three months time.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 2, 1984

S-11-LR-027

Mr. D.G. Carlisle,
Trusts Accounts Officer,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Carlisle,

Re: Estate of Lorna Jean Divers Deceased

Thank you for your letter DGC/hw/s, dated 25th September 1984 enclosing a cheque for \$2,920.20 representing the Council's one-eighth final share in the above estate.

We acknowledge receipt of the Statements of Account.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



October 2, 1984

S-11-LR-026

Public Trust Office,
Box 1461N,
GPO,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of William N. Spears Deceased

Thank you for your letter 29713/OH, dated 10th September, 1984 enclosing a cheque for \$17.47 in settlement of the amount due to the Council from the estate of the late Mr. Spears.

Our official receipt is enclosed.

Yours faithfully,

A handwritten signature in cursive script, appearing to read 'Adrienne J. Holzer', written over the typed name.

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



October 2, 1984

S-11-LR-205

Mr. G.R. Whitelaw,
Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Mr. Whitelaw,

Re: Estate of Mrs K.A. Williams Deceased

Thank you for your letter GRW: dated 26th September, 1984 enclosing a cheque for \$221.18 being an interim distribution of the estate pursuant to the Scheme of Appropriation.

We have noted your advice regarding the finalising of the Council's entitlement.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 26, 1984

S-11-LR-125

Mr. B.M. Green,
38 Anderson Street,
BAIRNSDALE. 3875.

Dear Mr. Green,

Thank you for taking the trouble to write to us. I hope I can clarify a few points for you.

Although the Council is a statutory body it receives less than 5% of its funds from government sources. The remainder comes from the generosity of the Victorian public, either by direct donations or the holding of special events etc.

We have found that the best way to attract new donors to our cause is to write directly to their address either using the telephone book or electoral roll. However, we will respect your wishes with reference to receiving unsolicited mail and will remove your name from our mailing list.

We are grateful that you donate to the Council by way of our tins and appreciate even the smallest donation, as the fight against cancer can continue only with the generous assistance of our many friends.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 26, 1984

S-11-LR-124

Mr. D.J. Taylor,
Acting Executive Director,
The Geelong Hospital,
Box 281,
GEELONG. 3220.

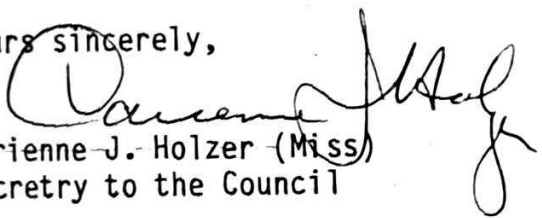
Dear Mr. Taylor,

Re: 3rd International Cancer Conference

I am writing to acknowledge receipt of your cheque for \$200 being an unused grant.

Our official receipt is enclosed.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-115

Messrs. Bell & Falconer,
Solicitors,
Level 4,
117 Myers Street,
GEELONG. 3220.

Dear Sir,

Re: Estate of I.M. Wilson Deceased

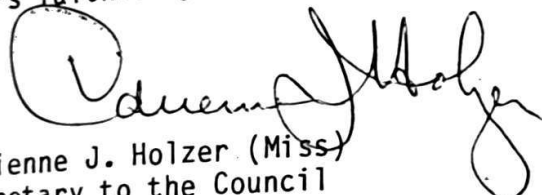
Thank you for your letter B/A dated 19th September 1984 enclosing Release, Schedule and Statement relating to the above Estate.

Please find the enclosed signed Release. We look forward to hearing from you in due course.

Would you please note that the Council's new address is:

1 Rathdowne Street,
Carlton South. 3053.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-104

Mr. T.J. Glen,
Chief Trust Officer,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Glen,

Re: Estate of A.A. Thomas Deceased

Thank you for your letter TJG/mg/u dated 3rd September 1984 enclosing a cheque for \$6,500 representing a distribution made to the Council from the estate of the late Mr. Thomas.

Would you please convey our gratitude to the Trustees for this very generous donation.

Our 1984 Annual Report is currently before Parliament; as soon as possible we will forward you our latest copy.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-114

The Public Trust Office,
19 O'Connell Street,
SYDNEY. NSW. 2000.

Dear Sir,

Re: Estate of the late Dorothy Wearing

Thank you for the two cheques you recently sent to the Council representing proceeds of sale of AGC Debenture Stock plus interest and a share in further advance distribution of the above Estate.

Our official receipts for both the amounts are enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-014

Messrs. Abbott, Stillman & Wilson,
Barristers & Solicitors,
GPO Box 375F,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of E.G. Stillman Deceased

Thank you for your letter CB/MD/2228 dated 18th September, 1984 enclosing a cheque for \$500 being an amount bequeathed to the Council under the terms of the Will of the late Edith Gwendolen Stillman.

In order to satisfy audit requirements, would it be possible for you to forward to the Council, at your convenience, a copy of or an extract from the Will of the deceased.

Our latest Annual Report is currently before Parliament; as soon as possible we will forward you a copy which we hope will be of interest to you.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-117

Mr. J.M. Sullivan,
Manager - Charitable Trusts,
Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Mr. Sullivan,

Sir Andrew and Lady Fairley Foundation

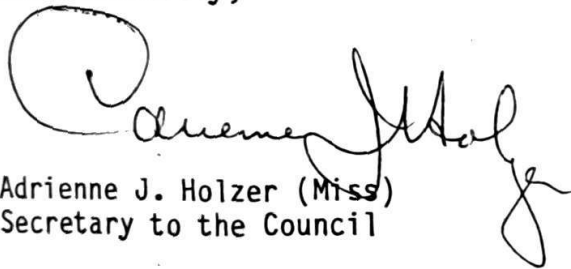
I am writing to thank Lady Fairley, Mr. J.H. Mott and your company as Trustees for the abovenamed Foundation for the recent donation of \$200 towards the work of the Council.

The fight against cancer can continue only with the generous assistance of our many friends and we are grateful for the consideration you have given to us.

Our latest Annual Report is currently before Parliament, however as soon as they become available one will be forwarded to you.

Our official receipt is enclosed.

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-119

Public Trust Office,
168 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Kathleen A. Anderson Deceased

Thank you for your letter 46082/2DT dated 22nd August, 1984 enclosing a cheque for \$517.74 in settlement of the amount due to the Council from the abovenamed Estate.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-119

Messrs. King, Jayasinghe & Sorensen,
Barristers & Solicitors,
6th Floor,
24 Albert Road,
SOUTH MELBOURNE. 3205.

Dear Sir,

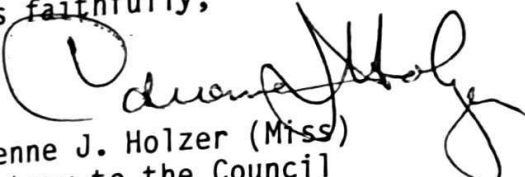
Re: Estate of Christina Marie Pauline Tognini

Thank you for your recent letter SF:SP enclosing a cheque for \$9,000 being the Council's one-eleventh share in the residue of the estate of the late Christina Marie Pauline Tognini.

We acknowledge receipt of estate accounts and enclose our official receipt.

We look forward to receiving your further advice.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-113

Mr. K. Collins,
Trust Officer,
The Union-Fidelity Trustee Co. of
Australia Ltd.,

GPO Box 888G,
MELBOURNE. 3001.

Dear Mr. Collins,

Re: Estate of the late Ethel Frances Muriel Sharp

Thank you for your letter 214:VM dated 19th September, 1984.

We have noted your advice with reference to administration of the Estate now nearing completion and look forward to hearing from you in due course.

We acknowledge receipt of the updated Common Fund Investment brochure.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-116

The Trust Officer,
ANZ Executors & Trustee Co. Ltd.,
GPO Box 389D,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of Leslie Grant Marrabel Deceased

Thank you for your recent communication enclosing statements of accounts relating to the above Estate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-108

Mr. A.M. Goode,
42 Fourth Street,
BLACK ROCK. 3193.

Dear Mr. Goode,

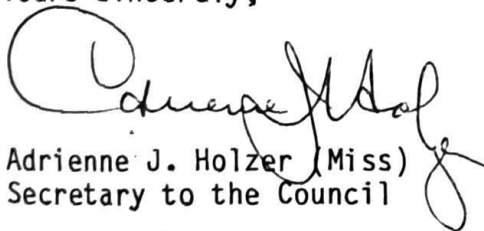
We were very pleased to receive your cheque for \$1,000 in the mail recently. This is certainly an extremely generous gesture on your part and we thank you most sincerely. Our official receipt is enclosed.

The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more in the one year. This means that one of our research workers would be named, for instance, the recipient of the "A.M. GOODE RESEARCH AWARD FOR 1985". If you would like to have your gift recognised in this way, please contact me and we shall name the award as soon as possible.

Our latest Annual Report is currently before Parliament, as soon as it becomes available we will forward one to you.

With best wishes,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-112

Mr. R. Grant,
2 Alamo Road,
RESERVOIR. 3073.

Dear Mr. Grant,

I would like to thank you most warmly for your further very generous donation of \$1,000 towards the work of the Council. Our official receipt is enclosed.

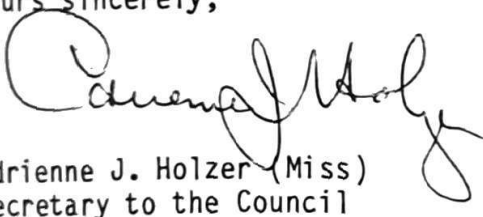
The fight against cancer can continue only with the help of our many friends, and we most are most grateful for your continued support.

As soon as our research workers for 1985 have been selected in October, we will name one of them the recipient of the "LOIS MAY GRANT MEMORIAL TRUST".

Our latest Annual Report is currently before Parliament, as soon as it becomes available I will forward one to you.

With best wishes,

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 25, 1984

S-11-LR-111

Miss B. Simmons,
136A Bambra Road,
CAULFIELD. 3162.

Dear Miss Simmons,

Thank you very much for your recent generous donation towards the work of the Council. We are so grateful to have your continuing support.

As soon as our research workers for 1985 have been selected in October we will name one of them the recipient of the "HARRIET AND BERYL SIMMONS AWARD".

Our latest Annual Report is currently before Parliament; we will forward one to you as soon as possible. Our official receipt is enclosed.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 24, 1984

Clerk of Papers,
Legislative Assembly,
Parliament House,
Spring Street,
MELBOURNE, 3002

Dear Sir,

We are sending to you with this letter 30 copies of the Annual Report of the Anti-Cancer Council of Victoria to be presented to members of the Legislative Assembly.

It would be appreciated if these could be distributed to members on the day the report is tabled in Parliament.

Thank you for your cooperation.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 24, 1984

Professor G.J.A. Clunie,
Department of Surgery,
The University of Melbourne,
5th Floor,
Clinical Sciences Building,
Royal Melbourne Hospital,
Victoria, 3050

Dear Professor Clunie,

Thank you for your letter of September 20 informing us that your qualifications were not listed correctly in the committee lists in our latest Annual Report. These have now been altered in readiness for any further publications.

Please accept our apologies.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 21, 1984

Mr. L. Calleja,
20 Skipton Street,
ST. ALBANS EAST, 3021

Dear Mr. Calleja,

Thank you for your recent donation to the work of the Anti-Cancer Council of Victoria. Our official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends and we are grateful for the support you have given.

Many people specify that their donation is for the general purposes of the Council, but if a person requests that the money be for a specific area, e.g. research, public education, patient welfare, all of the donation is then allocated to that area of the Council's work.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

S-310

31/ 8/84	913874	MR L CALLEJA		\$5	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA

Donations of \$2.00 and over are tax deductible.

PHONE: 654 2411

Per

230209

Anti-Cancer Council of Victoria



September 21, 1984

Dr. G.B. Deacon,
Monash University,
Department of Chemistry,
Wellington Road,
CLAYTON, 3168

Dear Dr. Deacon,

Re: Research Project - "New Platinum Antitumour Drugs"

I am writing to confirm our recent telephone conversation.

The Council has no objection to you transferring \$500 from salary to maintenance.

I shall send a copy of this letter to the Grants Officer to inform the University of our approval.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

c.c. Monash Grants Officer

Anti-Cancer Council of Victoria



September 21, 1984

S-11-LR-307

Mrs. Veronica Brook,
17 Alfred Crescent,
NORTH FITZROY, 3068

Dear Mrs. Brook,

Thank you for your recent letter expressing concern over animal experimentation, and we appreciate your feelings in this matter.

The Council has a number of wide ranging activities such as public education, clinical trials and patient welfare and I have included a copy of our last Annual Report which mentions these in some detail.

If you nominate any one of these activities we can guarantee that your donation will be channelled into the particular area.

We have searched our records for a P. Brook but have been unable to locate this name and address. Could you please phone my Secretary, (Mrs. Helen Allen) and advise the address and we will then delete it from all future mailing lists.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 20, 1984

Mrs. Lorna Prendergast,
32 Grant Street,
BAIRNSDALE, 3875

Dear Mrs. Prendergast,

Thank you for your letter of September 9 concerning the bequest from your father's estate.

I have had discussions with our Social Service Policy Co-ordinator, Ms. Susanne Baxandall, and we hope to have some ideas to put forward to you in the near future.

I will be in touch with you again then.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

S-11-LR-301

Anti-Cancer Council of Victoria



September 20, 1984

Mr. H. K. Morris,
P.O. Box 115,
HEYFIELD, 3858

Dear Mr. Morris,

Thank you very much for your recent donation for the work of the Anti-Cancer Council of Victoria. Our official receipt is enclosed.

I apologise for the fact that we have contacted you for a donation more than once over the last few months. On checking our computer records, we have discovered that your name was listed under two addresses in Heyfield - a post box number and your street address. We have now rectified the duplication.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

4/ 9/84	914645	MR H K MORRIS		\$5 00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE

ANTI-CANCER COUNCIL OF VICTORIA

Donations of \$2.00 and over are tax deductible.

230538

PHONE: 654 2411

Per

Anti-Cancer Council of Victoria



September 21, 1984

S-11-LR-304

Mrs. A.M. Nowell,
14 Sanderson Street,
SHEPPARTON, 3630

Dear Mrs. Nowell,

Please accept our sincere sympathy on the recent death of your husband. We are extremely grateful for the support given by you both to the work of the Council over many years and have now deleted your names from our donor file.

You may be interested to know that there is a Cancer Crusade Unit in Shepparton and the Unit Leader is Mrs. Margaret Humphreys. Her address is 125 Nixon Street, Shepparton, phone 21-9639, and I know she would be pleased to hear from you.

With our best wishes for a quick return to good health,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 21, 1984

Mrs. G.L. Tonissen,
Box 27,
TARRINGTON, 3301

Dear Mrs. Tonissen,

I was most disturbed to hear from you about the Council's recent insensitive approach to you for a donation.

The letter you received was part of our donor acquisition program which is largely run by a group of volunteers. We try to use the latest edition of phone books and electoral rolls, so that this situation does not occur, but on investigation I have discovered that these letters were prepared prior to the issue of the new phone book.

The Council is a very caring organisation and we do pride ourselves on our efficiency. I can only convey our sincere apologies for the distress our error must have caused you and your sister-in-law.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given. Our official receipt is enclosed.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

29/ 8/84	913355	MRS G L TONISSEN			\$4 00
DATE	REC No	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA

Donations of \$2.00 and over are tax deductible.
229966

PHONE 654 2411

Per

Anti-Cancer Council of Victoria



September 21, 1984

Mr. & Mrs. R.C. Brigden,
25 Walnut Drive,
KILSYTH, 3137

Dear Mr. & Mrs. Brigden,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and an official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

As requested by you, we have put your donation towards our research projects into children's cancer.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

7/ 9/84	916060	MR & MRS R C BRIGDEN		\$20	00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA

Donations of \$2.00 and over are tax deductible.
231105

PHONE: 654 2411

Per

Honorary-Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Honorary Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
President Mr. W. A. Dick, B. Com., FCA
Vice-President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen:
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP
Finance Committee: Mr. D. H. Hume, B. Com.
Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



September 18, 1984

S-11-LR-103

Ms. T. Miller,
3/17 Davantry Street,
RESERVOIR. 3073.

Dear Ms. Miller,

Once again I would like to thank you for your continuing support of the Council's work and generous donation of \$1,000. As you know our programmes of cancer research, education and welfare can only continue with the help of caring people like yourself.

If you are interested in having a special research award for 1985 please do not hesitate to contact me and we will organise it as soon as possible.

Our official receipt is enclosed.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Chief Hon Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
Mr W. A. Dick, B Com, FCA
President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP
Committee: Mr. D. H. Hume, B. Com.
Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D. Sc., F.A.A.
Public Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 19, 1984

S-11-LR-110

Mr. Michael Salter,
The Union-Fidelity Trustee
Company of Australia Limited,
PO Box 423,
BALLARAT. 3350.

Dear Mr. Salter,

Re: Estate of R.A. Clark Deceased

Thank you for your letter MGS/RG dated 6th September, 1984 enclosing a cheque for \$5,947.51 being the Council's share of the distribution from the estate of the late R.A. Clark. Our official receipt is enclosed.

We acknowledge receipt of the final Statements of Administration and the Call Common Fund brochure.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



September 19, 1984

S-11-LR-109

Messrs. Bell & Falconer,
Solicitors,
Level 4,
117 Myers Street,
GEELONG. 3220.

Dear Sirs,

Re: Estate of M.T. Stacey Deceased

Thank you for your letter B/A dated 3rd September, 1984 enclosing a cheque for \$2,056.88 being a final distribution from the estate of the late M.T. Stacey.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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CARLTON SOUTH
AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria

September 13, 1984

S-11-LR-066

Messrs. Corrs, Pavey, Whiting & Byrne,
Solicitors,
350 William Street,
MELBOURNE. 3000.

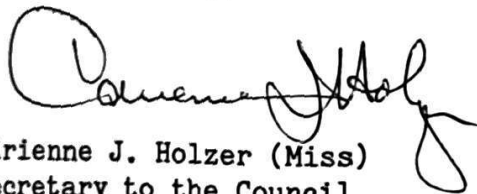
Dear Sir,

Re: Estate of Janina Kalito Deceased

Thank you for your letter PLN:LM dated 14th August, 1984. We have noted your advice therein.

We look forward to receiving your further advice in the near future.

Yours faithfully,



Adrienne J. Holzer (Miss)
Secretary to the Council

Anti-Cancer Council of Victoria



September 20, 1984

S-11-LR-302

Professor Gordon Clunie,
Department of Surgery,
The University of Melbourne,
5th Floor,
Clinical Sciences Building,
Royal Melbourne Hospital,
MELBOURNE, 3050

Dear Professor Clunie,

Thank you for your letter of September 17th advising that you will not be able to be present at the final Medical & Scientific Committee meeting on Monday, October 8th.

I would be very pleased if you could provide a written report on Application Number 39 for that meeting.

With thanks,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



September 17, 1984

Mr. B. Kennedy,
Parliamentary Diary,
Diplomatic House Group,
7th Floor,
270 Flinders Street,
MELBOURNE, 3000

Dear Mr. Kennedy,

Thank you for your letter of September 3rd re the Australian Parliamentary Diary.

At its meeting on Wednesday last the Appeals Committee decided not to include the Council in this publication.

Thank you for your offer.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

S-11-LR-300

His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria

Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc. Punjabi (Hon.)

President Mr. W. A. Dick, B. Com., FCA

Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A

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AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



September 19, 1984

S-11-LR-107

Mr. P.R. Wilkinson,
Secretary,
Health Commission of Victoria,
555 Collins Street,
MELBOURNE. 3000.

Dear Mr. Wilkinson,

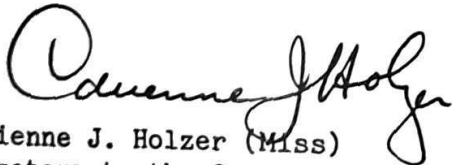
The Annual Meeting of the Anti-Cancer Council of Victoria was held at 1 Rathdowne Street, Carlton South, yesterday afternoon, Tuesday, September 18, 1984.

In accordance with Section II (2) of the Cancer Act 1958 No. 6213, the Report of the Council for the year-ended 30th June, 1984, as presented at the meeting, is required to be read before both Houses of Parliament within one month after the Annual Meeting.

I have pleasure in enclosing six copies of the Annual Report and would be grateful if you could make the necessary arrangements to table them in both Houses within the specified time.

Would you please let us know at least one day before the Annual Report will be tabled in Parliament.

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Anti-Cancer Council of Victoria



September 19, 1984

The Assistant Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE, 3000

Dear Sir,

Re: Estate Mrs. E.E. Fleming

Thank you for your letter GLB:BR dated September 3rd 1984 enclosing a Statement of Assets and Liabilities and an Estimate of the Net Residuary Estate relating to the above Estate.

At its meeting last week, the Finance Committee of the Council agreed to take over the shares in Australian Foundation Investment Co. Ltd on account of its interest in Mrs. Fleming's Estate.

We look forward to your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council.

Anti-Cancer Council of Victoria



19th September, 1984

Mr. G.M. Watt,
Technical Research Assistant,
Proprietary Medicines Advisory Committee,
Health Commission of Victoria,
P.O. Box 4003, G.P.O.,
MELBOURNE, 3001

Dear Mr. Watt,

Thank you for your letter GMW:SC dated 5th September requesting the Council's opinion on the final label wording for a product containing a sunscreen.

I have referred your letter to Mr. David Hill, our Deputy Director and Education Director, who will be able to supply the information you need.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

c.c. Mr. D. Hill

Honorary-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Honorary: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc. Punjabi (Hon.)
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Anti-Cancer Council of Victoria



KEOGH HOUSE
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CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 14, 1984

S-11-LR-068

Mr. J. Robertson,
Accounts Department,
University of Melbourne,
PARKVILLE. 3052.

Dear Mr. Robertson,

I am writing to confirm our Joint Patent Meeting next Friday, September 21st at 10.00 a.m. at the Council. Parking will be reserved in the Council's basement carpark, entrance from Rathdowne Street.

The Council will be represented by the following people:

Professor B.W. Holloway, Chairman of the Council's Medical and Scientific Committee
Mr. J. Fullerton, Gillotts, the Council's honorary solicitors
Mr. J. Slattery, Davies & Collison, Patent Attorneys and a specialist in chemical patents
Miss A. Holzer, Secretary to the Council

The Council's Director, Dr. Nigel Gray will hopefully be available for part of the meeting, however he will have just returned from Singapore and leaves again the next day for Japan, so he may prefer to be 'on call' if needed.

We look forward to welcoming you to the Council.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc. Punjabi (Hon.)
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Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria

September 14, 1984



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

S-11-LR-067

Mr. J. Fullerton,
Gillotts,
500 Collins Street,
MELBOURNE. 3000.

Dear John,

Re: Patent Meeting Friday 21st September 1984 at 10.00 a.m.

The University of Melbourne will be represented by:

Mr. Kolm (ex ICI) Chairman of University Patents Committee
Professor Cameron)
Dr. Feutrill) Department of Organic Chemistry
Mr. Petch - University Chief Contracts Officer
Mr. Robertson - Administration

The Anti-Cancer Council representatives will be:

Professor B.W. Holloway, Chairman of the Medical & Scientific
Committee
Mr. J. Fullerton - Gillotts, and ACCV's honorary solicitors
Mr. J. Slattery - Davies & Collisons, Patent Attorneys
Miss A. Holzer - Secretary to the Council

The Council hopes its Director, Dr. Nigel Gray will also be able to be present for part of the meeting, however, he will have just returned from Singapore and leaves for Japan the following day, so he may prefer to be 'on call' if needed.

I have enclosed three attachments for your information:

Attachment I is a copy of Professor Cameron's application for a research grant in 1983 and a progress report for renewal in 1984
Attachment II is a detailed report on the project (written 1983)
Attachment III is the provisional specification for the project

I look forward to seeing you at the Council next week.

Yours sincerely,

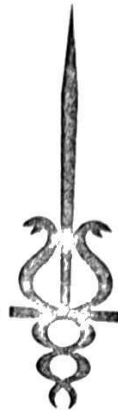
Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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Anti-Cancer Council of Victoria

September 14, 1984



KEOGH HOUSE
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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

S-11-LR-067

Mr. J. Slattery,
Davies & Collisons,
1 Little Collins Street,
MELBOURNE. 3000.

Dear John,

Re: Patent Meeting Friday 21st September 1984 at 10.00 a.m.

The University of Melbourne will be represented by:

Mr. Kolm (ex ICI) Chairman of University Patents Committee
Professor Cameron)
Dr. Feutrill) Department of Organic Chemistry
Mr. Petch - University Chief Contracts Officer
Mr. Robertson - Administration

The Anti-Cancer Council representatives will be:

Professor B.W. Holloway, Chairman of the Medical & Scientific
Committee
Mr. J. Fullerton - Gillotts, and ACCV's honorary solicitors
Mr. J. Slattery - Davies & Collisons, Patent Attorneys
Miss A. Holzer - Secretary to the Council

The Council hopes its Director, Dr. Nigel Gray will also be able to be present for part of the meeting, however, he will have just returned from Singapore and leaves for Japan the following day, so he may prefer to be 'on call' if needed.

I have enclosed three attachments for your information:

Attachment I is a copy of Professor Cameron's application for a research grant in 1983 and a progress report for renewal in 1984
Attachment II is a detailed report on the project (written 1983)
Attachment III is the provisional specification for the project

I look forward to seeing you at the Council next week.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

S-11-LR-067

Anti-Cancer Council of Victoria



September 14, 1984

Professor B.W. Holloway,
Department of Genetics,
Monash University,
CLAYTON. 3168.

Dear Bruce,

Re: Patent Meeting Friday 21st September 1984 at 10.00 a.m.

The University of Melbourne will be represented by:

Mr. Kolm (ex ICI) Chairman of University Patents Committee
Professor Cameron)
Dr. Feutrill) Department of Organic Chemistry
Mr. Petch - University Chief Contracts Officer
Mr. Robertson - Administration

The Anti-Cancer Council representatives will be:

Professor B.W. Holloway, Chairman of the Medical & Scientific
Committee
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Miss A. Holzer - Secretary to the Council

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Attachment III is the provisional specification for the project

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Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8409-102

TO: All Unit Heads
FROM: Adrienne J. Holzer
SUBJECT: Problems with the Telephone System
DATE: September 13, 1984 (6101)
COPIES:

It is becoming increasingly apparent that we have a problem with our telephone system.

Several people have complained that transmission on both incoming and outgoing calls is very poor.

On the attached form, would you please fill in the appropriate information and return it to me as soon as possible.

Adrienne J. Holzer

Number

Problem - Fading
Sometimes/All the time

Very difficult to hear
Sometimes/All the time

Internal/External

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8409-101

TO: All Unit Heads
FROM: Adrienne J. Holzer
SUBJECT: Research on the Hospital Campus
DATE: September 11, 1984 (6099)
COPIES: Sue Noy, Bev Lovegrove, Eve Allardyce

I have enclosed a copy of a letter received from Dr. Tony Burgess, Director of the Ludwig Institute, regarding a series of 'non-medical' lectures to be held at Melbourne University. A copy of the relevant lecture dates is also enclosed.

These will be similar to a series held a few years ago which proved extremely interesting. I would be grateful if you would circulate the notice to your staff members. If there is enough interest we may well be able to double up on transport.

A.J.H.

Ludwig Institute for Cancer Research

Melbourne Tumour Biology Unit

Postal Address: Post Office Royal Melbourne Hospital Victoria 3050 Australia

Telex: 38300

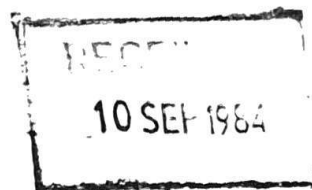
Telephone (03) 347 3365

(03) 347 3155

Ref: AWB/smb

August 13, 1984

Miss A. Holzer,
Secretary,
Anti-Cancer Council of Victoria,
1 Rathdowne Street,
CARLTON VIC. 3053



Dear Adrienne,

RESEARCH ON THE HOSPITAL CAMPUS

In 1982 we held a short series of talks designed to explain some of the exciting advances in Medical Research to staff with NO FORMAL TRAINING in medicine or science, but who are interested in the research on our campus. All of the research efforts are critically dependent on the support received from many of the administrative, service and professional staff and these talks aim to explain the value of medical research in terms suitable for people who are not directly involved. I would be grateful if you could bring this series of talks to the attention of your staff.

The talks will be held in the Ewing Lecture Theatre (5th Floor, Clinical Sciences Building) at 1.10 p.m. on the Mondays indicated. There will be plenty of time for discussing your questions and feel free to bring your lunch. If you have any queries, please ring my Secretary, Miss Sue Blackford (Hospital extension 7206, or 347 3365).

Yours sincerely,

Antony W. Burgess,
Director

Encls.

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Anti-Cancer Council of Victoria



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AUSTRALIA, 3053

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Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 11, 1984

S-11-LR-053

Mr. K. Collins,
Trust Officer,
The Union-Fidelity Trustee Company of
Australia Limited,
GPO Box 888G,
MELBOURNE. 3001.

Dear Mr. Collins,

Re: Estate of the late Alfred Reid

Thank you for your letter concerning the block of flats in South Yarra.

The Council is obtaining a second opinion regarding the block of flats and I shall be in touch with you regarding any decision that is made.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 11, 1984

S-11-LR-049

Dr. A.W. Burgess,
Director,
Ludwig Institute for Cancer Research,
Melbourne Tumour Biology Unit,
Post Office,
ROYAL MELBOURNE HOSPITAL. 3050.

Dear Tony,

Many thanks for your letter and copies of the lecture series. They all look extremely interesting to me.

I have circulated our Unit Heads and will let you know how many staff are interested in attending.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 11, 1984

S-11-LR-056

Mrs. M. Bednar,
11 Sarah Crescent,
TEMPLESTOWE. 3106.

Dear Margherita,

I thought I should write to you formally and let you know that the Council has paid the remainder of the account to Madison's.

In spite of the fact that some remarks in their letter of reply were probably not accurate, the Council does not wish to make headlines in some of the less reputable papers around town over this type of issue.

I understand from Bev that the arrangements for the Ball seem to be progressing satisfactorily and that your husband has agreed to sponsor the major entertainment. Would you please pass on the Council's gratitude for this very generous gesture.

I look forward to seeing you soon.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 11, 1984

S-11-LR-054

Vera Fowler & Company,
Barristers & Solicitors,
PO Box 182,
MALVERN. 3144.

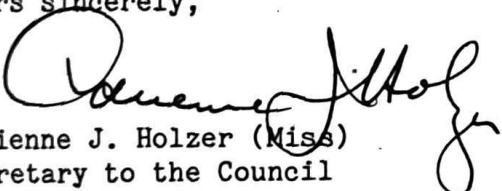
Dear Sirs,

Re: Estate of Winifred Edith Merry Deceased

Thank you for your recent letter and Interim Distribution Statement.
This has now been signed and is enclosed herewith.

We look forward to hearing from you in due course.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

September 10, 1984

S-11-LR-040

Mrs. Pam Adams,
8/80 O'Shanassy Street,
NORTH MELBOURNE, 3051

Dear Pam,

I have pleasure in confirming our recent discussion regarding your future involvement with the Council.

Your role as 'field officer' (or some such title which we can agree upon later) will be largely concerned with the Cancer Crusade Units. There are sixteen all told in the following towns:

Portland	Horsham
Warrnambool	Swan Hill
Hamilton	Kerang
Camperdown	Echuca
	Shepparton
Frankston	Wangaratta
	Seymour
Traralgon	
Sale	
Bairnsdale	
Lakes Entrance	

In addition there may be the occasional metropolitan organisation who would like a representative from the Council to pick up a cheque.

As I mentioned to you, the Council would like to offer you the following package:

- (1) Payment of a car allowance monthly throughout the year - rate to be struck by Finance Committee next Thursday.

- (2) Motel accommodation, meals and any other expenses incurred whilst representing the Council.
- (3) Payment of telephone rental and the phone calls made on the Council's business.

You will of course be insured under the Council's policy whilst on Council business.

I am delighted you are able to join us and look forward to a long and happy relationship.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



September 10, 1984

Dr. P.J.M. Tutton,
Department of Anatomy,
Monash University,
Wellington Road,
CLAYTON, 3168

Dear Peter,

I have pleasure in enclosing a cheque for the amount of \$1,150 being half airfare supplied by the Council to enable you to attend the Meeting of the 13th European Study Group for Cell Proliferation in Munich from October 14-17 this year.

We look forward to receiving a report on the meeting on your return.

With best wishes for a successful meeting.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 10, 1984

S-11-LR-052

Mr. G.R. Whitelaw,
Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Mr. Whitelaw,

Re: Estate of Mrs. K.A. Williams

Thank you for your letter GRW:BR dated 17th August, 1984.

With reference to the bequest to Mrs. Nancy Ruby Low, the Council is in agreement and I enclose the signed copy of the Scheme of Appropriation.

We look forward to your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 10, 1984

P-10-AP-026

Miss D. Pereara,
2/69 Patterson Street,
RINGWOOD EAST. 3135.

Dear Miss Pereara,

Thank you for attending the interview for the position of Stenographer/ Personal Assistant with the Council's Social Service Policy and Patient Welfare Units.

The quality of the applications was very high making a choice extremely difficult. However this has now been done and I regret to inform you that the position has now been filled.

Best wishes for the future.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'Adrienne J. Holzer'.

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 10, 1984

P-10-AP-025

Miss Lisa Dalboni,
7 Surrey Road,
CROYDON. 3136.

Dear Lisa,

I have pleasure in confirming our offer of appointment to the staff of the Anti-Cancer Council of Victoria as Stenographer/Personal Assistant in the Social Service Policy and Patient Welfare Units.

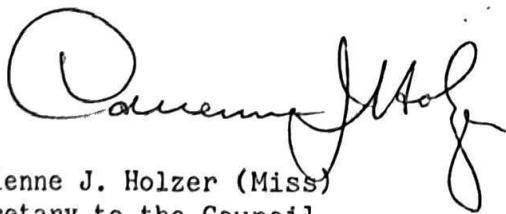
It is Council policy that there is a three months probationary period at which time the situation will be reviewed to see if both parties are satisfied. Your commencing salary will be pro rata \$15,120 (i.e. \$13,608), and will increase to \$15,120 in February when you turn 21 years of age. The Council pays its staff on a monthly basis on the 15th of each month - two weeks in arrears and two weeks in advance. A staff superannuation scheme is also available after six months service with the Council.

There are four weeks annual leave with 17 1/2% loading which may be taken at a time mutually convenient.

I would like to take this opportunity of welcoming you to the Council and look forward to you commencing with us on Monday, September 17th, 1984.

A copy of our last Annual Report is enclosed for your interest.

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 7, 1984

S-11-LR-043

Miss A. Dunn,
"The Pines",
Lagoon Road,
NORTH BLACKWOOD. 3458.

Dear Miss Dunn,

Thank you very much for your recent donation and most interesting letter. Our official receipt is enclosed.

As you know, the fight against cancer can continue only with the generosity of our many friends and we are very grateful to have your continuing support.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 7, 1984

S-11-LR-024

Miss G.L. Beadle,
Assistant Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Miss Beadle,

Re: Estate of Mrs. Emma Elizabeth Fleming Deceased

Thank you for your letter GLB: dated 24th August, 1984 advising the Council that they are to receive one-third of the residue of the estate of the late Mrs. Fleming.

We acknowledge receipt of the copy of the Will and have noted your advice regarding assets and liabilities statements.

We look forward to your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

on-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
on: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
ident: Mr. W. A. Dick, B. Com., FCA.
e-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 7, 1984

S-11-LR-041

Mr. J. Crutchfield,
25 Pinnock Street,
BAIRNSDALE. 3875.

Dear Mr. Crutchfield,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and an official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Your letter has been passed on to Sir Edward who, I am sure, will be very pleased to hear from you.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.



Anti-Cancer Council of Victoria

September 6, 1984

S-11-LR-042

Mr. W. S. Mould,
Lot 4,
101 Gipps Street,
EAST MELBOURNE. 3002.

Dear Mr. Mould,

Once again, we are in your debt after your latest donation of two books to the Council.

You obviously have a wonderful collection and we are very grateful for your continuing support.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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Anti-Cancer Council of Victoria



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September 6, 1984

Mr. Lawrence A. Wright,
Executive Secretary,
Australian Cancer Society,
G.P.O. Box 4708,
SYDNEY, 2001 N.S.W.

Dear Lawrie,

I noted in the Minutes that social arrangements for the forthcoming A.C.S. meeting were awaited.

I think Nigel has already mentioned that there will not be a Government House reception. Instead we thought it would be appropriate to have a similar, but less formal, function at the Council itself, and invite some of our committee members to meet A.C.S. delegates.

This would take place on Thursday 1st November and can be timed to fit in with your program on that day. I would suggest that 5.30 p.m. - 6.30 p.m. would be appropriate.

Staff are busily visiting local restaurants, and I am sure we will be able to supply you with a reasonably accurate description of the major ones around Carlton.

Looking forward to seeing you,

Best wishes,

Adrienne J. Holzer
Secretary to the Council

on-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
on: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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MB, BS, FRACP, FRACMA.

September 6, 1984

Mrs. M. Burden,
7 Fanny Street,
MOONEE PONDS, 3039

Dear Mrs. Burden,

I am writing on behalf of the Anti-Cancer Council of Victoria to inform you and your relatives that we have now received a cheque for \$1691-91, being a bequest to the Council under the terms of the Will of your aunt, the late Mrs. Harris.

This amount will be spent on our research program this year.

The Council is very grateful for the generosity of your late aunt, and would like you and your family to know how much we appreciated her thoughtfulness.

If we can be of further assistance to you at any time, please do not hesitate to phone.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Anti-Cancer Council of Victoria



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September 5th, 1984

S-11-BQ-032

Mr. T.J. Glen,
Chief Trust Officer,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Glen,

Re: Estate of Lewis Sibley Deceased

Thank you for your letter TJG/ksh/s, dated 20th August, 1984 enclosing a copy of the Will and Statement of Assets and Liabilities of the late Lewis Sibley.

The Council would prefer to take its share of the residuary estate as a cash distribution.

We look forward to receiving your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

September 5th, 1984

S-11-BQ-029

Campbell & Shaw,
Barristers & Solicitors,
PO Box 1,
OAKLEIGH. 3166.

Dear Sirs,

Re: Estate of Ruby Farquharson Hind Deceased

Thank you for your letter BS:MC dated 23rd August, 1984 advising that the Council has been named as a beneficiary under the terms of the Will and Codicil of the late Ruby Farquharson Hind.

We acknowledge receipt of the Will and Codicil.

The Council agrees with the Executors decision to sell the property at 9 Carlisle Crescent, Hughesdale.

We enclose a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

We look forward to your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

September 5, 1984

Mr. Roy Owen,
T McCarthy & Co.,
95 McEwan Road.
WEST HEIDELBERG, 3084

Dear Mr. Owen,

I confirm our telephone conversation with you yesterday concerning the making of a lectern for use in the Council's Meeting/Board Rooms.

We would be pleased if you could design a free standing, boxed in lectern, with one shelf for water and papers, and a second shelf lower down for a tape recorder, room for a light at the top, and also microphone space. It would probably be advantageous if you could come to the Council and look at our Boardroom situation. This could possibly make things a little clearer and enable you to make any suggestions on the colour of the woodwork.

We look forward to your advice and thank you for your generosity in lending us a lectern for our lectures this Thursday and next Monday nights.

Our Annual General Meeting is being held on the 18th September. Without wishing to rush you, it would be rather nice if we could have something available for this meeting.

With thanks,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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MB, BS, FRACP, FRACMA.

September 5, 1984

S-11-LR-038

Mr. B.P. Sloan,
32 Seattle Street,
NORTH BALWYN. 3104.

Dear Mr. Sloan,

I apologise for the delay in replying to your letter. However, after consultation with both Professor Lovell and Miss Susanne Baxandall I think we have some suggestions for you to consider.

Could you please phone me to arrange a suitable time to discuss these options. Both Professor Lovell and Miss Baxandall will try to be present.

I look forward to hearing from you.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



September 4, 1984

S-11-LR-037

Mr. H.P. Hoare,
'Wandara',
RMB 4680,
BAIRNSDALE. 3875.

Dear Mr. Hoare,

Re: Estate of Leo Barnard Hoare Deceased

I am writing in acknowledgement of the recent donation received from the daughters of the abovementioned gentleman.

Would you please convey our thanks to them for their thoughtfulness in supporting the work of the Council. The fight against cancer can continue only with the generous assistance of our many friends and we are very grateful.

Enclosed is our official receipt.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



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AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 3, 1984

S-11-LR-031

Warren, Graham & Murphy,
Barristers & Solicitors,
119 Main Street,
BAIRNSDALE. 3875.

Dear Sir,

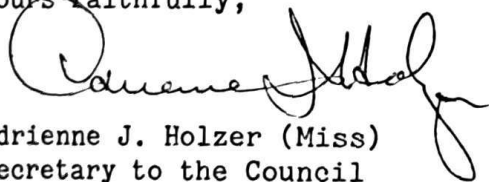
Re: Estate of Henry McMeekin Deceased

Thank you for your letter BAC:mdem dated 27th August, 1984 enclosing a cheque for \$1,000 being payment of a legacy due to the Council under the terms of the Will of the late Mr. Henry McMeekin. We have noted your advice regarding the Council sharing in the residue of the estate.

In order to satisfy audit requirements would it be possible for you to forward a copy of, or an extract from, the Will of the deceased at your convenience.

An official receipt is enclosed together with a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 3, 1984

S-11-LR-032

Public Trustee,
Public Trust Office,
Box 1461N,
GPO MELBOURNE. 3001.

Dear Sir,

Re: Estate of Keith Oswald Campbell Deceased

Thank you for your letter 50513/4DV dated 21st August, 1984 enclosing a cheque for \$26.73 in settlement of the amount due to the Council from the estate of the late Keith Oswald Campbell.

We acknowledge receipt of the Public Trustee's receipts and disbursements.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

on-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
on: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

September 3, 1984

S-11-LR-034

Remittance Officer,
ANZ Executors & Trustee Company Ltd.,
GPO Box 389D,
MELBOURNE. 3001.

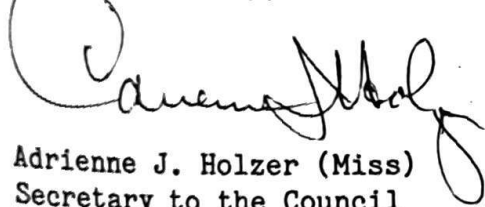
Dear Sir,

Re: Estate of Mrs. G.E. Wilson
A/C Price Coulsell Wilson Fund -WIL 8240

I wish to acknowledge receipt of the cheque for \$3,000 being an amount due to the Council on account of its half share income in the above estate.

Our official receipt is enclosed.

Yours faithfully,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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MB, BS, FRACP, FRACMA.

September 3, 1984

S-11-LR-030

Heinz & Gordon,
Barristers and Solicitors,
PO Box 277,
BALLARAT. 3350.

Dear Sirs,

Re: Estate of W.H. Burrow Deceased

Thank you for your letter dated 17th August, 1984 enclosing a cheque for \$134.18 being an amount due to the Council from the above estate. We acknowledge receipt of final Statement of Receipts and Expenditure.

We enclose our official receipt.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 30, 1984

S-11-BQ-031

Trust Officer,
Public Trust Office,
168 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

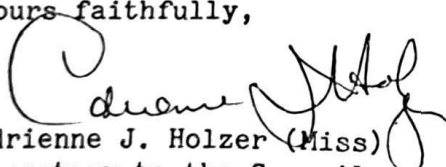
Re: Daisy Elizabeth Felton Deceased

Thank you for your letter 58499/5H dated 20th August, 1984 enclosing a copy of the Will of the late Daisy Elizabeth Felton, in which the Council has been named as a beneficiary.

We are the Anti-Cancer Council of Victoria as referred to in the Will and reside at 1 Rathdowne Street, Carlton South, 3053.

We look forward to receiving your further advice.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Gr 1-0
Send

ANTI-CANCER COUNCIL OF VICTORIA

NOTES ON MEETING TO DISCUSS 50TH BIRTHDAY CELEBRATIONS
WEDNESDAY, 22ND AUGUST, 1984

PRESENT: GRAY
HILL
NOY
HOLZER

1. Executive Committee has already agreed in principle to concept of a series of visiting speakers - "Jubilee Fellows".
2. Suggested names:-
Current President A.C.S. - Gerald Murphy
Director N.C.I. - de Vita (results of current treatment).
David Nostbakken)
Laurence Green) or 'look alike'
Foster (BSE)
Veronesi
Michael Kunze
an American - ? Jimmy Holland
 - Diane Fink (unproven remedies)
Richard Peto
Brian Henderson (Pacific basin epidemiology)
Sir Richard Doll
3. A letter of invitation - need to spell out:
(a) visit Melbourne first before other states;
(b) possibility of shortened lecture for TV/radio.
4. Production of monograph.
5. Last Executive meeting - opinion favoured shortened version rather than expensive history.
6. Need a social and political history rather than a people history. Cancer control - past, present and future.

7. Shortened version - 30 or so pages - could produce content 'in house'. Target groups - donors, business, committees, schools - special target group.
8. History could be funded from the Program Development Fund - a 'once off' activity.
9. David Hill to expand concept of history into a one page document.

A.J.H.
August 23, 1984

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 30, 1984

S-11-DN-030

Mr. & Mrs. B. Leaver,
19 Moore Street,
HAMILTON. 3300.

Dear Mr. & Mrs. Leaver,

Thank you very much for your recent donation towards the work of the Council. Our official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

With reference to your query concerning the Council's practice of enclosing a stamped envelope for reply with the request letter. We test this method regularly as we realise how sensitive an area it is. It was tested with alternative methods of return envelope (e.g. business reply, no stamp) and each test proved conclusively that far more money was raised by the two stamp approach. (We do obtain bulk mail postage reductions and therefore do not pay the full amount for outgoing stamps).

We are vitally conscious of how difficult it is to raise funds, and we are therefore most careful in how we spend them.

I hope this answers your query satisfactorily and thank you for taking the time and effort to write to us.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Patron Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 30, 1984

S-11-BQ-028

Mr. C. W. Harris,
5 Victoria Crescent,
MONT ALBERT. 3127.

Dear Mr. Harris,

Re: Estate of Edith Hocking Deceased

Thank you for the recent communication and cheque for \$346.50 being a further distribution from the estate of the late Edith Hocking.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



August 27, 1984

S-11-LR-055

Technical Services Librarian,
Barr Smith Library,
University of Adelaide,
Box 498 GPO,
ADELAIDE, SA. 5001.

Dear Sir,

With reference to your communication dated 16th August, 1984 the Research Reports have been published in the Annual Report since 1980. You have received copies from us each year and will be on our mailing list again this year.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

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MB, BS, FRACP, FRACMA.

August 27, 1984

S-11-DN-025

Mr. E. Johnson,
3/72 Nell Street,
GREENSBOROUGH. 3088.

Dear Mr. Johnson,

Thank you for your donation towards the work of the Anti-Cancer Council of Victoria and very interesting letter. An official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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MB, BS, FRACP, FRACMA.

August 27, 1984

S-11-BQ-035

Mr. P.M. Hartlett,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Hartlett,

Re: Estate of Essie Emma Hannah Holden Deceased

Thank you for your letter PMH/mg/s dated 20th August, 1984 enclosing a copy of the Will of the abovementioned.

We look forward to receiving your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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MB, BS, FRACP, FRACMA.

August 21, 1984

Miss Joan Caelli,
for Professor Neil Carson,
Department of Community Medicine,
Monash University,
Wellington Road,
CLAYTON, 3168

Dear Miss Caelli,

Thank you for sending the progress report on computerised patient education and patient recall on behalf of Professor Neil Carson. I have passed it on to the appropriate members of staff and look forward to further information when Professor Carson returns to Australia.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 22, 1984

Miss C. Taylor,
24 Leonie Avenue,
MOUNT WAVERLEY, 3149

Dear Miss Taylor,

Thank you for coming in for an interview for the position of Switchboard Operator/Outgoing Mail with the Council.

The quality of the applications was very high making a choice extremely difficult. This has now been done and I regret to inform you that the position has now been filled. However, we were very impressed by your interview and, should a suitable position become vacant, we shall contact you to see if you are interested.

Best wishes for the future.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 20, 1984

S-11-LR-035

Dr. D. Hurley,
77 Grey Street,
EAST MELBOURNE. 3002.

Dear Dr. Hurley,

I am sorry I have been so long in putting pen to paper since our telephone conversation.

I will try and explain the situation as clearly as possible.

As mentioned in my earlier letter, all but one of the abstractors employed with the Council since November 1977 were placed on the Hospital Scientists Award. Payment included an additional 25% to the hourly rate in lieu of annual and long service leave.

From November 1977 to June 1984 you were paid according to this award and received a gross sum of \$33,335.50.

If you had decided, in 1977, to be paid on the AMA award your lower gross salary would have been \$29,334.95 plus pro rata annual leave - \$677.85 - plus pro rata long service leave - \$951.20 = \$30,964.

Therefore, this means that by staying on the Hospital Scientists Award, you actually received \$2,371 more than if you had been paid according to the the AMA award and received annual and long service leave.

I hope this made things clear for you, and that you are on the road to recovery. If you would like to discuss the matter further, please do not hesitate to call me.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

August 20, 1984

S-11-LR-100

Mr. John Nankervis
22 Duncan Street,
SANDRINGHAM, 31.

Dear John,

I hope you and Nan had a good holiday and that you are now feeling much refreshed.

We have organised a Cancer Crusade Conference for the weekend of 25th-26th August (program enclosed) and hope that you may be able to attend part or all of it.

The Council is growing quite rapidly and, with new members of staff in the resource and welfare units, new policies and strategies are also being developed. Susanne Baxandall, in particular, is developing a much needed policy on support groups and both she and Sue Noy, together with Isobel, will be visiting Crusade Units throughout the year. In addition we have a volunteer who will also be undertaking trips on our behalf.

In the light of these new developments, I believe the Crusade Units will be more than adequately serviced throughout the year, and suggest we should perhaps arrange a mutually convenient time to meet and discuss the situation with you. From our point of view, I believe we only need one other Unit formed - either in Drouin or Warragul and would be happy if you would undertake this for us.

After that however, I believe our volunteer activities will more than cope with Council requirements.

I look forward to hearing from you.

Yours sincerely,

Adrienne J. Holzer
Secretary to the Council

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Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 17, 1984

S-11-BQ-025

Margolis & Tuszynski,
Barristers & Solicitors,
133 Hawthorn Road,
CAULFIELD. 3161.

Dear Sirs,

Re: Estate of M.I. Boskovic deceased

Thank you for your letter IT:RG 81/1195T dated 9th August, 1984 enclosing a cheque for \$3,818.06 representing an amount due to the Council from the estate of the late M.I. Boskovic.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 17, 1984

S-11-BQ-027

Arthur H. Gayleard,
18 Terrara Road,
VERMONT. 3133.

Dear Sir,

Re: Estate of Hazel B. Hall deceased

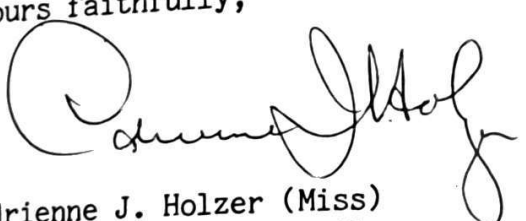
Thank you for your letter dated 14th August, 1984 enclosing a cheque for \$3,000 being a first distribution of funds from the estate of the late Hazel B. Hall.

In order to satisfy audit requirements would it be possible for you to forward to the Council a copy of, or an extract from, the Will of the deceased at your convenience.

We enclose our official receipt together with a copy of our last Annual Report which you may find of interest.

We look forward to your further advice.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 17, 1984

S-11-BQ-026

Mr. P.M. Hartlett,
Turst Officer,
The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Mr. Hartlett,

Re: Estate of L.J. Divers

Thank you for your letter PMH/ksh/u dated 8th August, 1984 enclosing a cheque for \$2,500 being the amount due to the Council on account in the above estate.

Our official receipt is enclosed and we look forward to receiving your further advice.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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August 16, 1984

S-11-LR-043

Mr. Alex G. Hanton,
16 Everett Street,
WEST BRUNSWICK. 3055.

Dear Mr. Hanton,

I was most disturbed to hear about the Council's recent insensitive approach to you for a donation.

After investigation, I have learned that unfortunately your late wife's name was missed by our volunteers when deleting names from our memorial program.

The accident has pointed to a flaw in the system that we had not experienced before and steps have now been taken so that it will not happen again.

The Council is a very caring organisation and we do pride ourselves on our efficiency. I can only convey our sincere apologies for the distress our error must have caused you.

Yours sincerely,

Adrienne J. Holzer (Miss)
secretary to the Council

Anti-Cancer Council of Victoria
171-173 Collins Street
Melbourne, Victoria 3000
Telephone: 336 1111
Telex: 336 1111
Fax: 336 1111

Anti-Cancer Council of Victoria



RENEWABLES
171-173 COLLINS STREET,
MELBOURNE, VICTORIA
AUSTRALIA, 3000
TELEPHONE: 336 1111
CABLE: ACCVIC, MELBOURNE
FAX: 336 1111
Director: Dr. Nigel Gray AM
MS BS FRACP FRACR

August 17, 1984

S-11-011-020

Miss N.M. Grabau,
201 Murrumbidgee Road,
MIRRUMBEENA. 3163.

Dear Miss Grabau,

I am writing to thank you most sincerely for the recent generous donation you made towards the work of the Council. Our official receipt is enclosed.

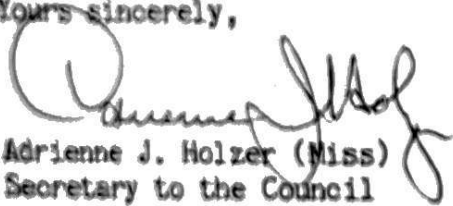
The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more in the one year. This means that one of our research workers would be named, for instance, the recipient of the 'N.M. GRABAU RESEARCH AWARD' for 1984. If you would like to have your gift recognised in this way, please contact me and we shall name the award immediately.

I have enclosed a copy of our last Annual Report which I hope you will find of interest.

Once again, we are deeply grateful for your support.

With best wishes,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

August 16, 1984

S-11-LR-028

Edward J. Giles,
Barristers & Solicitors,
141A Chapel Street,
ST. KILDA. 3182.

Dear Sirs,

Re: Estate of Olga Fradel Simonis deceased

Thank you for your letter and statements of receipts and expenditure.

The signed form of Release is enclosed and we look forward to hearing from you in due course.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

on-in-Chief. His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
on: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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MB, BS, FRACP, FRACMA.

August 16, 1984

S-11-LR-029

Eglite & Edwards,
Barristers & Solicitors,
Box 382G,
MELBOURNE. 3001.

Dear Sirs,

Re: Estate of Anete Elvira Silarajs deceased

Thank you for your recent letter advising the Council of the current position regarding the estate of the late Anete Elvira Silarajs.

We would appreciate being notified of any further developments in due course.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

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MB, BS, FRACP, FRACMA.

August 16, 1984

S-11-LR-036

Mrs. Ann James,
5 Vine Street,
WEST FOOTSCRAY. 3012.

Dear Mrs. James,

Thank you very much for your recent efforts on our behalf. We are very grateful for your thoughtfulness.

Please accept our very best wishes for a speedy recovery from your forthcoming operation.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8408-102

TO: All Unit Heads
FROM: Adrienne J. Holzer
SUBJECT: Booking of Meeting Rooms
DATE: August 15, 1984 (6072)
COPIES: S.Woodward, I. Larcombe, J. Rassaby, S. Willcox. *S. Noy.*
Rick

Please ensure that all meetings are listed in the Meeting Book kept on Rick's desk.

The Security Door System will be installed at the end of this week and the program written for the key security system.

If your meeting is to be held after normal office hours and is not listed in the book, it will not be possible for committee members to get into the building.

Therefore it will be necessary to also tell me so that an adjustment can be made to the system to accommodate this.

Each Monday a weekly schedule of meetings is prepared by my office and circulated to Dr. Gray, Mr. Hill and Reception. Again if you call a meeting after this schedule is prepared (9.15 a.m. Monday) please inform Reception so they are kept fully informed.

Would you please inform all appropriate staff members of these arrangements.

Adrienne J. Holzer

NJG
DH.
RL
GG
DB
SB
BL

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Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 15, 1984

S-11-DN-002

D.I. McKenzie,
Personal Assistant to
the General Manager,
State Bank,
PO Box 267D,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of Mr. R.J. Thompson

Thank you for your letter dated 2nd August, 1984 enclosing cheques amounting to \$500 being a donation to the Council from the estate of the late Mr. Thompson.

Would you please pass on to the donors concerned the Council's gratitude for responding in this way. We have enclosed a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Anti-Cancer Council of Victoria



August 15, 1984

S-11-BQ-016

Public Trust Office,
Box 1461N, GPO,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of Esther Mary Ford

Thank you for your letter 55434/1H dated 30th July, 1984 enclosing a cheque for \$284.23 being an amount due to the Council from the Estate of the abovenamed.

We acknowledge receipt of the summary of receipts and disbursements. Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 14, 1984

S-11-BQ-015

Lynch & MacDonald, Flood & Permezel,
Solicitors,
2nd Floor,
480 Bourke Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Edith Arya Deceased

Thank you for your letter TJP:CE - 4469 dated 1st August, 1984 enclosing a cheque for \$34,740.06 which is the residuary estate of the late Mrs. Arya which she bequeathed to the Council.

We acknowledge receipt of the copy of the Will and capital and income accounts.

We enclose our official receipt together with a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Would you please note the Council's new address:

1 Rathdowne Street,
Carlton South. 3053.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

August 14, 1984

S-11-DN-015

Mr. G.H. Coyle,
2 Kalimna Drive,
MILDURA. 3500.

Dear Mr. Coyle,

I am writing to inform you that Dr. Finlay A. Macrae of Melbourne University, Department of Medicine (Royal Melbourne Hospital) has been awarded the "J.V. Groves Research Award" for 1984.

Dr. Macrae's project is entitled "Studies on the early detection of Colorectal Cancer". This involves the screening of people at increased risk for colorectal cancer, and the development of a micro-computer based system for a high risk registry.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in-Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Patron Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc, Punjabi (Hon.)
President Mr W A Dick, B Com, FCA
Vice President Professor B W Holloway, Ph D, D Sc, F A A
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Executive Committee Dr. T. H. Hurley, OBE, MD, FRACP
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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

13th August, 1984

Mr. R. Randall,
Plasprint Pty. Ltd.,
281 Swan Street,
RICHMOND, 3121

Dear Mr. Randall,

This letter confirms our telephone conversation today regarding the supply of signs and notice boards as per your quotation dated 27th July, 1984.

We require three signs for doors, as attached.
One Wall sign "Board Room" with arrow.
One interchangeable lettering board for foyer on castor stand.
One set plastic lettering (400 pieces).

As discussed today, a sign "Meeting Rooms Upstairs" is needed to be placed on a woodgrain backing. We would appreciate your advice as to colour and placement for this sign.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 10, 1984

The Trust Officer,
Public Trust Office,
Box 1461N,
MELBOURNE, 3001

Dear Sir,

Re: 56414/2BA Mavis Ray BENTLEY
13 Dunstan Street Frankston

Thank you for your letter of August 6, 1984 advising that you have received an offer for the purchase of the property situated at 13 Dunstan Street Frankston.

At its Finance Meeting last night, the Council agreed to accept the offer of \$58,000 for the above property.

Yours faithfully,

Adrienne J. Holzer (Miss)
SECRETARY TO THE COUNCIL

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 8, 1984

Dr. Finlay A. Macrae,
University of Melbourne,
Department of Medicine,
Royal Melbourne Hospital,
C/- POST OFFICE.

Dear Dr. Macrae,

As you may be aware, the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "J.V. GROVES RESEARCH AWARD" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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MB, BS, FRACP, FRACMA.

August 8, 1984

S-11-LR-061

Mrs. Helen Lukey
Len Lukey Memorial Museum & Gardens,
Back Beach Road,
COWES. 3922.
Phillip Island.

Dear Mrs. Lukey,

I am pleased to advise that Professor I.F.C. McKenzie of the University of Melbourne Department of Pathology will continue with the "LEN LUKEY MEMORIAL FELLOWSHIP" for 1984.

As you are aware, Professor McKenzie's research is entitled "Selective Targeting of Cytotoxic Drugs to Tumours using Monoclonal Antibodies".

I enclose a copy of our 1983 Annual Report and will send the 1984 Annual Report when it is released in October.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 8, 1984

S-11-LR-047

Mr. G.I. King,
'Strathlea',
Cairnbrook Road,
GLENGARRY. 3854.

Dear Mr. King,

I am pleased to advise you that Dr. J. Wiley of the Department of Haematology, Austin Hospital has been awarded the "MURIEL KING MEMORIAL AWARD" for 1984.

Dr. Wiley and his group are examining the methods whereby certain anti-cancer drugs pass into malignant cells. They are also examining whether it is possible to change the cells so that the anti-cancer drugs more effectively enter the cell and therefore produce a better clinical affect.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

His Excellency Rear-Admiral Sir Brian Murray, KCMG AO Governor of Victoria
Lord Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
V. A. Dick, B. Com., FCA
Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.

Committee: Dr. T. H. Hurley, OBE, MD, FRACP.
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Cancer Council of Victoria



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AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 8, 1984

Mrs. P. Ashton,
Traralgon & District
Cancer Crusade Unit,
Lot 12,
Sparks Lane,
TOONGABBIE. 3856.

Dear Pam,

I am writing to inform you that Dr. J. Wiley of the Department of Haematology, Austin Hospital has been awarded the "MURIEL KING MEMORIAL AWARD" for 1984.

Dr. Wiley and his group are examining the methods whereby certain anti-cancer drugs pass into malignant cells. They are also examining whether it is possible to change the cells so that the anti-cancer drugs more effectively enter the cell and therefore produce a better clinical affect.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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A. Dick, B. Com., FCA.
Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 8, 1984

S-11-LR-049

Dr. J.S. Wiley,
Department of Haematology,
Austin Hospital,
Studley Road,
HEIDELBERG. 3084.

Dear Dr. Wiley,

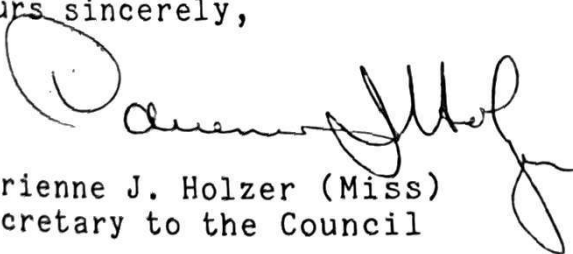
As you may be aware, the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "MURIEL KING MEMORIAL AWARD" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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ident: Mr. W. A. Dick, B Com., FCA
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irmeg:
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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

August 8, 1984

Mr. Neville J. Bertalli,
118 Yarrabat Avenue,
BALWYN, 3103

Dear Neville,

I thought you would like to know that we have continued the "Arthur and Vera Bertalli Research Fellowship" with Professor Cameron this year.

Professor Cameron's research has developed to a very interesting stage and both the University and Council have lodged a provisional Patent and are in the process of trying to find an interested drug company for development of the process.

You may know that we have moved and our address is now 1 Rathdowne Street, Carlton South, 3053.

We will be sending you an invitation to attend our Annual Meeting but you may care to note that it will be held this year on Tuesday, September 14 at 4.30 p.m.

I do hope that you are keeping well.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

S-11-LR-046

President: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
President: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, JACS, D.Sc. Punjabi (Hon.)
President: Mr. W. A. Dick, B. Com., FCA.
President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen:
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 8, 1984

S-11-LR-050

Mr. M.W. Campbell,
Executive Director,
Manchester Unity IOOF,
105 Swanston Street,
MELBOURNE. 3000.

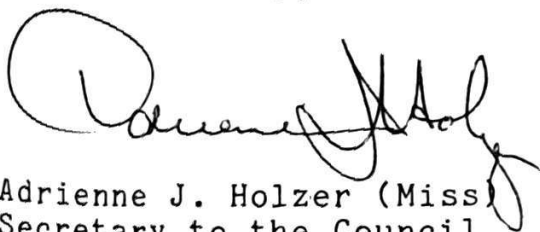
Dear Mr. Campbell,

I am writing to inform you that Professor T.J. Martin of the University of Melbourne Department of Medicine at the Repatriation Hospital, Heidelberg, will continue to be the recipient of the "DAVID B. ADAMS RESEARCH AWARD" for 1984.

I am enclosing a copy of our last Annual Report, and the results of Professor Martin's research will be found on page 42.

With best wishes,

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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MB, BS, FRACP, FRACMA.

August 8, 1984

S-11-LR-051

Mr. Frank McCarthy,
Grano & McCarthy,
Barristers & Solicitors,
Post Office Box 205,
ARARAT. 3377.

Dear Mr. McCarthy,

I apologise for not sending you a copy of our Annual Report for 1983 but am including it with this letter.

You will note on page 17 that the "J K PICKFORD RESEARCH FELLOWSHIP" for 1983 was awarded to Professor McKenzie of the University of Melbourne, Department of Pathology. It will be continued again this year.

We will send you a copy of the 1984 Annual Report when it is released in October.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron in Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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 Chairmen
 Executive Committee Dr. T. H. Hurley, OBE, MD, FRACP.
 Finance Committee Mr. D. H. Hume, B.Com.
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 Appeals Committee Mr. J. T. Ralph, F.A.S.A.

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 MB, BS, FRACP, FRACMA.

August 7th, 1984

Mrs. F.C. Foote,
 27 Simpson Street,
 KYNETON. 3444.

Dear Mrs. Foote,

In our letter to you dated August 3, 1984 I said that our official receipt for your donation was enclosed. Unfortunately, this was not the case and I am enclosing the receipt with this letter.

Sorry for the oversight.

Yours sincerely,

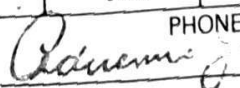
Adrienne J. Holzer (Miss)
 Secretary to the Council

Encl.

1/ 8/84	599954	MRS F C FOOTE			\$10.00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA
 Donations of \$ 2.00 and over are tax deductible.

224788

Per  PHONE: 654 2411

Patron in Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc Punjabi (Hon.)
President Mr W A. Dick, B Com., FCA
Vice-President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 7, 1984

Mrs. Gina Anderson,
Assistant - Research Grants,
The University of Manitoba,
105 Administration Building,
Winnipeg, Manitoba,
Canada, R3T 2N2.

Dear Mrs. Anderson,

I write in reference to your letter to the Anti-Cancer Council of Victoria, dated 23rd May, 1984.

I have enclosed an updated "Robert Fowler Travelling Fellowship" award program, together with a copy of our last Annual Report.

Would you please note that the Council's new address is:

1 Rathdowne Street,
Carlton South, 3053,
Victoria.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, F.R.A.C.S., F.A.C.S., D.Sc. Punjab (Hon.)
President: Mr. W. A. Dick, B. Com., F.C.A.
Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP.
Finance Committee: Mr. D. H. Hume, B. Com.
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Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 6, 1984

S-11-BQ-009

Thompson, Francis & Company,
Barristers & Solicitors,
43 Firebrace Street,
PO BOX 42,
HORSHAM. 3400.

Dear Sir,

Re: Estate of Ernest Charles Sear deceased

Thank you for your letter DCM:CMB 83/497 dated 30th July, 1984 enclosing a copy of the Will of the late Mr. Sear.

We appreciate your promptness in this matter.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria

KEOGH HOUSE

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Anti-Cancer Council of Victoria



August 6, 1984

S-11-BQ-010

Blake & Riggall,
Solicitors,
BHP House,
140 William Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Violet Pugh deceased

Thank you for your letter JFF TCJ 610052 dated 23rd July, 1984 enclosing a cheque for \$1,452 being a donation from the estate of the late Violet Pugh.

Would you kindly convey to the trustees our grateful thanks for including the Council in this distribution of income.

Our official receipt is enclosed together with a copy of our last Annual Report which you may care to pass on to the trustees if you think it appropriate.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Anti-Cancer Council of Victoria



August 3, 1984

S-11-DN-012

Mr. R.D. Womersley,
17 Ardlie Street,
WARRNAMBOOL. 3280.

Dear Mr. Womersley,

I am writing to thank you for the further generous donation towards the work of the Council from the estate of your late wife. Our official receipt is enclosed.

Last year we named Dr. Brownlee of La Trobe University, Department of Chemistry as the recipient of the "FLORENCE EMILY WOMERSLEY RESEARCH AWARD" and will continue to do so if that is what you wish. If this is not the case, please do not hesitate to contact me and we shall consider other possibilities.

With very best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



August 3, 1984

S-11-DN-013

Mrs. F.C. Foote,
27 Simpson Street,
KYNETON. 3444.

Dear Mrs. Foote,

Your donation for the work of the Anti-Cancer Council of Victoria has been received, and an official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Thank you for the suggestion of using a similar system to that of the Salvation Army when requesting donations. We will look into the matter.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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AUSTRALIA, 3053

Chairmen

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Telex: VCCG AA 34158

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Anti-Cancer Council of Victoria



August 3, 1984

S-11-BQ-005

Messrs. King, Jayasinghe & Sorenson,
Barristers & Solicitors,
6th Floor,
24 Albert Road,
SOUTH MELBOURNE. 3205.

Dear Sir,

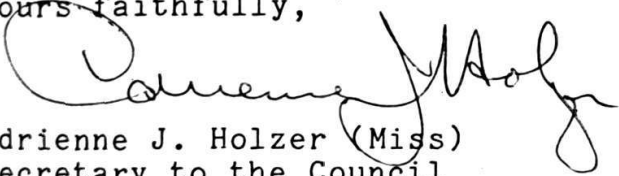
Estate of Christina Marie Pauline Tognini deceased

Thank you for your letter SF:MH dated 20th July, 1984 enclosing a cheque for \$400 being a specific legacy due to the Council under the terms of the Will of the late Mrs. Tognini.

We have noted that the estate is still to be finalised and look forward to receiving your further advice.

Our official receipt is enclosed.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



August 3, 1984

S-11-BQ-007

The Trust Accountant,
The Equity Trustees Executors &
Agency Company Limited,
472 Bourke Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Beatrice Harris

We acknowledge with thanks receipt of Statements of Account
for the year ending 30th June, 1984.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in Chief, His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Anti-Cancer Council of Victoria



August 3, 1984

S-11-BQ-008

Mr. P.R. Conolan,
Property Manager,
National Trustees Executors &
Agency Co. of Australasia Ltd.,
GPO Box 2819AA,
MELBOURNE. 3001.

Dear Sir,

Re: Estate of Eric J. McConachy deceased
Property - 330 Main Road, Upwey

Thank you for your letter PRC/MD dated 18th July, 1984
advising us that arrangements have been completed for the
sale by public auction of the above property.

We look forward to receiving your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



August 3, 1984

S-11-BQ-006

Turner, Ness & Davis,
Solicitors,
St. James Close,
12 Batman Street,
MELBOURNE. 3003.

Dear Sir,

Re: Alice Grahame Gaffney deceased

Thank you for your letter JFH/P dated 31st July, 1984 enclosing a cheque for \$6,300 being an amount due to the Council from the estate of the late Mrs. Gaffney.

We enclose our official receipt together with your signed receipt form.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 3, 1984

S-11-BQ-002

The Trust Officer,
Union Fidelity Trustee Co. of Aust. Ltd.,
100 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of Charles K. Edwards deceased

Thank you for your cheque for \$620.66 being a distribution from the estate of the late Charles K. Edwards.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 3, 1984

S-11-BQ-003

W. Andrew Thwaites,
Solicitor,
10th Floor,
416 Collins Street,
MELBOURNE. 3000.

Dear Sir,

Re: Winifred Adelaide Walsh deceased

Thank you for your letter dated 23rd July, 1984 enclosing a copy of the Will of the late Miss Walsh in which the Council is left two-ninths of the residue of the estate.

We have noted your advice regarding the affairs of the deceased and look forward to receiving your further advice.

We have enclosed a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 3, 1984

S-11-BQ-004

Pearce & Webster,
Solicitors,
430 Little Collins Street,
MELBOURNE. 3000.

Dear Sirs,

Re: Estate of Florence Ethel Harris deceased

Thank you for your letter PGW:EG dated 26th July, 1984 enclosing a cheque for \$1,691.91 being a bequest due to the Council under the terms of the Will of the late Mrs. Harris.

We acknowledge receipt of the Will and Release, the latter of which we enclose duly signed. We also enclose our official receipt and copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 2, 1984

Mr. P. Leake,
Manager,
State Bank of Victoria,
COLERAINE. 3315.

Dear Mr. Leake,

I must apologise for not having been in touch with you earlier concerning Mrs. Tippett. We had hoped to have a staff member in the area to deliver Mrs. Tippett's Certificate of Appreciation personally, but unfortunately this was not able to be organised.

I would be extremely grateful if you would be able to present her with the Certificate (and enclosed letter) with our gratitude, and assure Mrs. Tippett that when we next visit Coleraine we shall make contact with her.

With thanks and best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 2, 1984

S-11-DN-010

Mrs. J. Tippett,
19 Maconachie Street,
COLERAINE. 3315.

Dear Mrs. Tippett,

I am writing on behalf of the Anti-Cancer Council of Victoria in gratitude of your very generous donation towards our fight against cancer.

We hope you will accept the Certificate of Appreciation with our very best wishes and thanks for your continuing support.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

President: Rear Admiral Sir Brian Murray, KCMG, AO Governor of Victoria.
Pastor Sir Edward Dunkley, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc, Punjab (Hon.)
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MB, BS, FRACP, FRACMA.

August 2, 1984

Mr. G.R. Whitelaw,
Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Mr. Whitelaw,

I must apologise for the delay in replying to you.

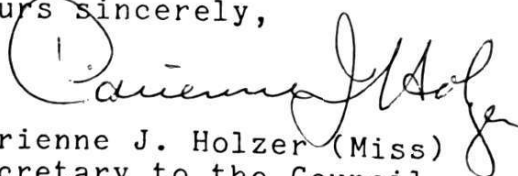
However, I am now in a position to list the shares in which the Council is interested.

Those listed under A are more important to us, as we already have an interest in these companies.

- A. Broken Hill Pty Co Ltd.
G.J. Coles & Co Ltd.
CRA Ltd.
Western Mining Corporation Holdings Ltd.
MIM Holdings Ltd.
- B. Elders IXL Ltd.
Energy Resources of Australia Ltd.
Humes Ltd.
Myer Emporium Ltd.
Queensland Coal Trust
Boral Ltd.

I look forward to hearing from you in due course.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 2, 1984

Mr. K.J. Adams,
35 High Street,
MACARTHUR. 3286.

Dear Mr. Adams,

Dr. Nigel Gray, the Director of the Council, was deeply embarrassed by the news media publicity about Sir Ninian Stevens recently. The Anti-Cancer Council of Victoria had nothing to do with the 'insult' which was offered to him. The ACT Cancer Society were the ones who raised the issue in the media. They are also, as we are, members of our federal body, The Australian Cancer Society. It is the Australian Cancer Society which had invited Sir Ninian to be Patron. As a member of the Australian Cancer Society it is Dr. Gray's view that, if we wished to disagree with his smoking habits then we should not have invited him to be Patron, i.e. we issued the invitation ourselves and therefore had no right to criticise.

The fact is, however, that the ACT Cancer Society is a sovereign body and their views do not agree with ours.

I hope this explains things.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

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Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
President: Mr W A Dick, B Com, FCA
Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP.
Finance Committee: Mr. D. H. Hume, B Com.
Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 2, 1984

Mrs. Margaret Greig,
201 Spring Street,
MELBOURNE. 3000.

Dear Margaret,

I received your letter in the mail today with deep regret. However, if you feel stressed with the position then I am sure you are doing the right thing.

You now have to concentrate your energies into building up your health, so that you will be able to enjoy a long and happy retirement.

Your service to the Council over the many years has been greatly appreciated. The switchboard and reception are the frontpieces of any organisation, and you acquitted yourself in both roles with dignity, cheerfulness and courtesy.

We will be in touch with you a little later with a cheque. Superannuation will be sent direct to you from National Mutual.

Take care, and very best wishes.

Yours sincerely,

Adrienne J. Hölzer

Patron: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO Governor of Victoria.
Patron: Sir Edward Dunlop, CMG, OBL, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

August 2, 1984

S-11-RG-025

Emeritus Professor S. Hammond,
Department of Psychology,
University of Melbourne,
PARKVILLE. 3052.

Dear Professor Hammond,

I am writing in response to your letter to the Chairman of the Medical and Scientific Committee.

The Council has agreed to extend the spending of the current research grant to June 1985 and look forward to receiving a copy of your final report.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AD, Governor of Victoria
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

1st August, 1984

Dr. D. Frey,
48/343 Beaconsfield Parade,
ST. KILDA. 3182.

Dear Dr. Frey,

Please find enclosed your 'Hospice Feasibility Study'. I apologise for the delay in returning it to you.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 30, 1984

S-11-LR-039

Dr. Paul Magnus,
Medical Associate,
National Heart Foundation of Australia,
PO Box 2,
WODEN, ACT. 3606.

Dear Dr. Magnus,

Please find enclosed cheque for \$1,000 being the Anti-Cancer Council's contribution towards the cost of bringing Mr. Peter Taylor to Australia.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in Chief: His Excellency Rear Admiral Sir Brian Murray, KCMG, AO Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hons)
President: Mr. W. A. Dick, B.Com., F.C.A.
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Anti-Cancer Council of Victoria



July 27, 1984

S-11-LR-033

Mr. H.F. McDonald,
Whelan the Wrecker Pty. Ltd.,
605 Sydney Road,
BRUNSWICK. 3056.

Dear Mr. McDonald,

I am writing to confirm our telephone conversation of this morning, that the Council has accepted your quotation of \$24,650 for the demolition of the building known as 'The Bakery'.

I would be pleased if you would proceed with the demolition as soon as possible after all the necessary permits are obtained.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc Punjabi (Hon.)
W. A. Dick, B Com, FCA
Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.

Committee: Dr. T. H. Hurley, OBE, MD, FRACP.

Committee: Mr. D. H. Hume, B. Com.

Scientific Committee: Professor B. W. Holloway, Ph.D., D. Sc., F.A.A.

Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



30th July, 1984

KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Building Surveyor,
Melbourne City Council,
200 Little Collins Street,
MELBOURNE. 3000.

Dear Sir,

The Anti-Cancer Council of Victoria has authorised the firm of Whelan the Wrecker Pty Ltd. to demolish and remove our property in Victoria Street, Carlton South as per accompanying drawings.

The Council would be pleased if you would issue Whelan the Wrecker with the appropriate permits to carry out this demolition work.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



27th July, 1984

Mr. W.S. Mould,
4/101 Gipps Street,
EAST MELBOURNE. 3002.

Dear Mr. Mould,

Thank you for your further donation of books to the Council.

We are very grateful for your gift and appreciate your continuing interest and support of our work.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
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AUSTRALIA, 3053

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



July 26, 1984

S-11-BQ-001

Goddard Elliott & Co.,
Barristers & Solicitors,
PO Box 170,
MOUNT WAVERLEY. 3149.

Dear Sirs,

Thank you for your letter. The correct title of the organisation is:

Anti-Cancer Council of Victoria,
1 Rathdowne Street,
CARLTON SOUTH. 3053.

I have attached a form giving alternative wordings according to the type of bequest.

An Annual Report is also enclosed which your client may find of interest.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 25, 1984

S-11-RG-007

Drs. G.L. Willis, G.N. Brodie & G.C. Smith
Department of Psychological Medicine & Medical Oncology,
Monash University,
Wellington Road,
CLAYTON. 3168.

Dear Drs. Willis, Brodie & Smith,

I acknowledge receipt of your Research Grant Application for 1985.

All applications are being considered and a decision will be made in October this year.

You will be advised if you are required to attend an interview which will be held on Wednesday, October 3rd, 1984.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

*Similar letter to all
Research Grant Applicants.*

Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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AUSTRALIA, 3053

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MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



July 26, 1984

S-11-LR-038

The Equity Trustees,
472 Bourke Street,
MELBOURNE. 3000.

Dear Sirs,

Re: Estate of Jean Catherine Blackburn

Thank you for forwarding to us the Statements of Account from the above estate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
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Anti-Cancer Council of Victoria



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1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 25, 1984

P-10-AP-009

Miss M.E. Carland
86 Pascoe Vale Road,
MOONEE PONDS. 3039.

Miss Carland,

We have decided to re-advertise the position of Word Processor Operator/Assistant Secretary to broaden the field of applicants.

The advertisement will appear in 'The Age' on Saturday 28th, July. Applications will close on Friday 3rd, August.

Should you wish to re-confirm your application, please ring Adrienne Anstee on 662 3300.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency Rear-Admiral Sir Brian Murray KCMG AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
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Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
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AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 25, 1984

P-10-AP-009

Mrs. R.A. McFarlane
9 Mossman Drive,
HEIDELBERG. 3084.

Mrs. McFarlane,

We have decided to re-advertise the position of Word Processor Operator/Assistant Secretary to broaden the field of applicants.

The advertisement will appear in 'The Age' on Saturday 28th, July. Applications will close on Friday 3rd, August.

Should you wish to re-confirm your application, please ring Adrienne Anstee on 662 3300.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency Rear Admiral Sir John Murray, KCMG, AO, Governor of Victoria
President: Mr. W. A. Dick, B.Com., F.A.A.
Vice President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 25, 1984

P-10-AP-009

Miss Rose Villari
33 Commercial Road,
FOOTSCRAY. 3011.

Miss Villari,

We have decided to re-advertise the position of Word Processor Operator/Assistant Secretary to broaden the field of applicants.

The advertisement will appear in 'The Age' on Saturday 28th, July. Applications will close on Friday 3rd, August.

Should you wish to re-confirm your application, please ring Adrienne Anstee on 662 3300.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: Sir Noel Hoare, OBE, KCMG, AO, Governor of Victoria
President: Mr. W. A. Dick, B. Com., F.A.A.
Vice President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairman: Dr. T. H. Hurley, OBE, MD, FRACP.
Executive Committee: Mr. D. H. Hume, B. Com.
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Anti-Cancer Council of Victoria



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AUSTRALIA, 3053

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Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 25, 1984

P-10-AP-009

Mrs. T. Langley
242 Brunswick Road,
EAST BRUNSWICK. 3057.

Mrs. Langley,

We have decided to re-advertise the position of Word Processor Operator/Assistant Secretary to broaden the field of applicants.

The advertisement will appear in 'The Age' on Saturday 28th, July. Applications will close on Friday 3rd, August.

Should you wish to re-confirm your application, please ring Adrienne Anstee on 662 3300.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in Chief: His Excellency Rear Admiral Sir Brian Murray, KCMG, AOC, Governor of Victoria
Chairman: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc., F.R.C.P. (Ed)
President: Mr. W. A. Dick, B.Com., F.C.A.
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Anti-Cancer Council of Victoria



KEOGH HOUSE
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 25, 1984

S-11-LR-037

Mr. F. Wheller,
176 Tennyson Street,
ELWOOD. 3184.

Dear Mr. Wheller,

Our cheque for \$2,500 being an ex gratia payment to you from the Council's share in the residuary estate of the late Mrs. E.A. Politz is now enclosed.

Thank you for coming in last week with the signed Deed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Honorary Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Honorary Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Anti-Cancer Council of Victoria



24th July, 1984

KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Messrs. Thompson, Francis & Company,
Barristers & Solicitors,
32 Darlot Street,
HORSHAM. 3400.

Dear Sir,

Re: Estate of Ernest Charles Sear deceased

Thank you for your letter DCM:CMB 83/497 dated 19th July, 1984 enclosing a cheque for \$11,640.20 from the Estate of the late Ernest Charles Sear.

Under the terms of The Cancer Act 1958, the Anti-Cancer Council is charged with the responsibility of co-ordinating all activities in Victoria relating to cancer research. This year we spent over \$1 million on such research. I believe therefore that the Council is the appropriate organisation to accept the late Mr. Sear's bequest.

However, unfortunately a copy of the Will was not enclosed as you advised. It would be appreciated if you could forward it at your earliest convenience.

Enclosed is our official receipt and also a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

...on and his ...
... St. Edward Dunlop ...
... President Mr. W. A. Dick ...
... President Professor B. W. Holloway ...
... Executive Committee ...
... Finance Committee ...
... Medical & Scientific Committee ...
... Appeals Committee ...

KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



July 24, 1984

Mr. Ian McConchie,
Epworth Medical Centre,
62 Erin Street,
RICHMOND. 3121.

Dear Mr. McConchie,

Dr. Gray has forwarded your letter to me concerning Mr. Tom Ackland and his long association with the Council.

Mr. Ackland served as a member on four of the Council's committees and his record is as follows:

Council	1948-1974
Executive Committee	1966-1980
Medical & Scientific Committee	1947-1968
Public Education Committee	1958-1983

If you need any further information please let me know.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency the Right-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMO, OBE, MS, FRCS, FRACS, FACS, D.Sc., F.R.S. (Hon.)
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 24, 1984

Mr. T.M. Freer,
Managing (Accounting Operations)
The University of Melbourne,
PARKVILLE. 3052.

Dear Mr. Freer,

Re: Research Grant - Professor D.W. Cameron &
Dr. G.I. Feutrill

Thank you for your letter. I have checked the Minutes of the meeting and the correct amount given to Professor Cameron and Dr. Feutrill was \$32,124.

The notification of \$32,134 to Professor Cameron was obviously an undetected typing error. If he has already spent the extra \$10 we shall be happy to reimburse the University.

Yours sincerely,

Adrienne J. Holzer
(Secretary to the Council)

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc., Punjab (Hon.)
President: Mr. W. A. Dick, B.Com., FCA
Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP
Finance Committee: Mr. D. H. Hume, B.Com.
Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



23rd July, 1984

The Union Fidelity Trustee Company of
Australasia Limited,
100 Exhibition Street,
MELBOURNE. 3000.

Dear Sir,

Re: Estate of E.M. Elleget deceased

Thank you for the recent cheque for \$3,369.72 being an amount due to
the Council from distribution of the estate of the late Ethel M. Elleget.

Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

ton in Chief. His Excellency Rear-Admiral Sir Brian Murray. KCMG, AO, Governor of Victoria.
ton Sir Edward Dunlop. CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
resident. Mr. W. A. Dick. B. Com., FCA.
ce-President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Anti-Cancer Council of Victoria



July 23rd, 1984

KEOGH HOUSE
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Ridgeway Clements,
Solicitors,
221 Glenhuntly Road,
ELSTERNWICK. 3185.

Dear Sir,

Re: Estate of Kathleen Margaret Figgis deceased

Thank you for your letter KJC:RES dated 12th July, 1984 enclosing a cheque for \$1,000 being an amount due to the Council under the terms of the Will of the late Kathleen Margaret Figgis.

In order to satisfy audit requirements, would it be possible for you to forward to the Council a copy of, or an extract from, the Will of the deceased at your convenience.

Enclosed is our official receipt and also a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Chief Hon Excellence Rear Admiral Sir Brian Murray (KCMG, AG, Governor of Victoria
Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon)
Hon Mr. W. A. Dick, B.Com., FCA
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men
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Speaks Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria

July 23rd, 1984



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AUSTRALIA, 3053

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Telex: VCCG AA 34158

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MB, BS, FRACP, FRACMA.

Mr. J. Noakes,
C/- 'Monango Park' Units,
13-15 Ann Street,
TORQUAY. QUEENSLAND. 4657.

Dear Mr. Noakes,

I am writing to thank you for your recent generous donation towards the work of the Council. We are so grateful to have your continuing support.

I notice that last year you wished your gift to remain anonymous, and of course we shall respect your wishes. However, if you have changed your mind and would like to have a special research award named after you please do not hesitate to contact me and I shall name it immediately.

Our official receipt is enclosed.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

July 20, 1984

S-11-DN-006

Mrs. N. Robins,
51 Oxford Street,
NEWPORT. 3015.

Dear Mrs. Robins,

It was with great concern that I read your letter, and apologise for the distress our recent donor letter must have caused you and your son.

We approach people for a donation by obtaining their names and addresses either through the telephone book or electoral role. These letters are written and packed by a large contingent of volunteers who help us each week.

I hope you will both accept our apology for this unfortunate occurrence over which we have no control.

Our official receipt is enclosed together with a copy of our last Annual Report which you may both find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Honorary Chairman: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Honorary Secretary: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



July 20, 1984

S-11-DN-005

Mr. R.C. Garroway,
Frank B. Hall Australia Holdings Ltd.,
Box 4189, GPO,
SYDNEY. NSW. 2001.

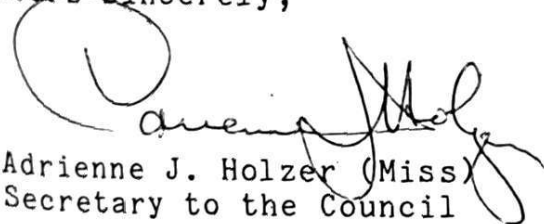
Dear Mr. Garroway,

Your company's donation in memory of the late Sir Phillip Lynch was an extremely generous one and we thank you most sincerely. Lady Lynch has been informed of your gift.

Sir Phillip will undoubtedly be remembered with great fondness and respect and your donation will assist the Council greatly in its research, education and welfare programs. One in three people in Victoria will get cancer sometime during their life, and one in six will die from it. This is the statistic that the Council's programs hope to reduce.

Our official receipt is enclosed together with a copy of our last Annual Report, which I hope you will find of interest.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO Governor of Victoria
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 20, 1984

S-11-DN-004

Mrs. F.K. Helsham,
C/- J.S. Tait & Co.,
199 Korroit Street,
WARRNAMBOOL. 3280.

Dear Mrs. Helsham,

I am writing to thank you for your recent generous donation towards the work of the Council. Our programs of cancer research, education and welfare can only continue with the help of our many friends and we are most grateful for your support.

The Council would like to recognise your gift in some way, and we do have special research awards which are named after donors who give the Council \$1,000 or more. This means that one of our research workers would be named, for instance, the recipient of the "F.K. HELSHAM RESEARCH AWARD" for 1984.

If you would like to have your gift recognised in this way, please let me know and we will name the award as soon as possible.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

July 19, 1984

11-ME-035

MEMORANDUM TO: UNIT HEADS

FROM: ADRIENNE HOLZER

RE: BUDGET FIGURES 1984/85

You have all seen Dan and me recently concerning changes to the structure of the ledger as it affects your Unit. The time has now come to do some arithmetic and put figures to ideas.

We are trying to organise a suitable time for you next Wednesday, 25th July to meet with us again for this exercise. It would help enormously if you could do some preliminary costing.

Helen will be in touch over the next day or so to arrange a suitable time - it shouldn't take longer than half an hour.

D.H.
G.G.
R.L.
B.L.
S.B.

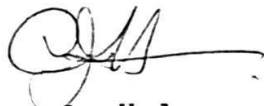
c.c. N.J.G.
D.B.

ANTI-CANCER COUNCIL OF VICTORIA
INTEROFFICE MEMORANDUM
8407-102

TO: Nigel Gray
FROM: Adrienne J. Holzer
SUBJECT: Hardware Requirements
DATE: July 18, 1984 (6044)
COPIES:

I have noted Graeme's memo to you regarding hardware projections for the forthcoming financial year.

I have expressed my concerns to you over the Wordmate system and although we have agreed to persevere with it at present, I would not like to see a situation arise where changes could not be made in my area if we discover the system is not functioning efficiently.



Adrienne J. Holzer

cc: Graeme Giles

in the Hon. His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
Hon. Mr. W. A. Dick, B. Com., FCA
President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 18, 1984

S-11-LR-030

Messrs. Tolhurst, Druce & Emmerson,
Solicitors,
389 Lonsdale Street,
MELBOURNE. 3000.

Dear Sirs,

Estate of T.A. Scheps

Thank you for your recent letter enclosing a donation of \$4,000 towards the work of the Council.

Would you please convey the Council's deep appreciation to the Trustees for this very generous donation.

Our official receipt is enclosed together with a copy of our last Annual Report which the Trustees may find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Chairman: Chief Hon Excellence Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Vice-Chairman: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc., Punjabi (Hon.)
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 18, 1984

S-11-LR-031

Mr. J. Briglia,
Senior Trust Officer,
National Trustees Executors & Agency
Company of Australasia Limited,
GPO Box 2819AA,
MELBOURNE. 3001.

Dear Mr. Briglia,

Re: Estate of Mary Jane Polinelli Deceased

We acknowledge receipt of your cheque for \$1,770 being the Council's share of distribution from the Estate of the late Mrs. Polinelli.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



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AUSTRALIA, 3053

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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 17, 1984

S-11-LR-028

Messrs. Henderson & Ball,
Solicitors,
666 High Street,
EAST KEW. 3102.

Dear Sir,

Estate of Jean Wilhelmina Junck

Thank you for your letter RHB:NDM dated 4th July, 1984 enclosing a cheque for \$57,000 being a partial distribution of funds from the Estate of the late Jean Wilhelmina Junck.

We look forward to receiving your further advice. Our official receipt is enclosed.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

The Executive: Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
S. Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
President: Mr. W. A. Dick, B. Com., FCA
President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Finance Committee: Mr. D. H. Hume, B. Com.
Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Research Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 17, 1984

S-11-LR-017

Mr. R.M. Morrison,
Senior Trust Officer,
Perpetual Trustees,
50 Queen Street,
MELBOURNE. 3000.

Dear Mr. Morrison,

Thank you for your letter RMM: dated 27th June, 1984 advising that Mrs. Eileen Florence Walters, for whom you act as Attorney, has donated \$3,000 towards the work of the Council.

As requested, we have written separately to Mrs. Walters and assured her that her donation will be put towards research into leukaemia.

We enclose our official receipt for this amount.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Chief: His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Sir Edward Dunlop, CMG, OBE, MS FRCS, FRACS, FACS, D Sc Punjabi (Hon)
Mr W A Dick, B Com, FCA
President: Professor B W Holloway, Ph D., D Sc., F A A
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 17, 1984

S-11-LR-018

Mrs E.F. Walters,
3/241 Burke Road,
GLEN IRIS. 3149.

Dear Mrs. Walters,

Thank you very much for your recent generous donation towards the work of the Council. This is an extremely generous gesture on your part and we thank you most sincerely. The official receipt has been forwarded to Mr. Morrision of Perpetual Trustees as requested.

The Council would like to recognise your gift in some way and we do have special research awards which are named after donors who give the Council \$1,000 or more. This means that one of our research workers would be named, for instance, the recipient of the "EILEEN FLORENCE WALTERS RESEARCH AWARD" for 1984. If you would like to have your gift recognised in this way, please contact me and we shall name the award immediately.

As you requested, this gift will be placed towards research into leukaemia.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

His Excellency Rear Admiral Sir John Murray, KCMG, AO, Governor of Victoria,
Sir Edward Dunlop, CMG, OBE, MD, FRCS, FRACS, FACS, D Sc, Punjabi (Hon.)
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 17, 1984

S-11-LR-029

Dr. C.H. Thompson,
Department of Pathology,
University of Melbourne,
Grattan Street,
PARKVILLE. 3052.

Dear Dr. Thompson,


As you may be aware, the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "V.R. MATTHEWS RESEARCH AWARD" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

President: Sir Brian Murray, K.M.C., AO Governor of Victoria
President: Sir I. S. D. Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc., F.R.S. (Hon.)
President: Mr. W. A. Dick, B.Com., F.C.A.
President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

July 17, 1984

S-11-LR-027

Mrs. V.R. Matthews,
51 Begonia Road,
GARDENVALE. 3185.

Dear Mrs. Matthews,

Thank you very much for your recent generous donation towards the work of the Council. We are extremely grateful for your continuing support. Our official receipt is enclosed.

This year we have named Dr. C.H. Thompson of the Department of Pathology at Melbourne University the recipient of the "V.R. MATTHEWS RESEARCH AWARD".

Dr. Thompson's research is entitled "The Production of Monoclonal Anti-Tumour Antibody for Clinical use in Man". This study is designed to produce monoclonal antibodies against human tumours which may be useful for the diagnosis or evaluation of human cancer.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

ANTI-CANCER COUNCIL OF VICTORIA

NOTES ON MEETING MONDAY 16TH JULY, 1984

Present: N. Gray
A.J.H. Holzer

1. Senior staff meeting to be held on Wednesday 18th July - David to chair in absence of NJG and AJH (site visit).
2. AJH contacted Whelans re demolition and structural concerns on advice from Angel.
3. Bev at Fundraising Conference today. AJH to organise journal "Fundraising Australasia" to be put on a circulation list to include NJG, BL and AJH.
4. G. Giles memo to go to next Finance Committee.
5. AJH to discuss Sue Noy's proposal with DH.
6. Item for donor program meeting:
 - (a) Trial memorial donors who are not on regular donor list.
 - (b) Investigate recycling "leukaemia" letter for new donor program.
7. AJH to contact Andrew Ramsden re donor program.
8. AJH to organise electrician - investigate possibility of putting a "plate" over certain "live" points.
9. AJH to produce dates for appointments to committees for next week.
10. AJH to look at production of annual timetable of key events and committed meetings, including schedules for closing dates.



Adrienne J. Holzer
July 16th, 1984

His Excellency Rear-Admiral Sir Brian Murray - KCMG AO, Governor of Victoria
President Mr W A Dick, B Com, FCA
Vice President Professor B W Holloway, Ph.D., D.Sc., F.A.A.
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 16, 1984

S-11-LR-026

Mr. R. Grant,
2 Alamo Road,
RESERVOIR. 3073.

Dear Mr. Grant,

I am writing to inform you that the Victorian Co-operative Oncology Group is the recipient of the "LOIS MARY GRANT RESEARCH AWARD" for 1984.

You mentioned in your telephone call to me last year that you would like Dr. Woodruff to be involved in this tribute to your late wife. Dr. Woodruff is a member of the V.C.O.G. Committee as a representative of the Austin Hospital and was Executive Secretary of the Lung Study Group. He is involved in many chemotherapy trials supported by the V.C.O.G.

I hope this fulfils your wishes, however if you would like something different please do not hesitate to contact me.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Chief Hon Excellence Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
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Anti-Cancer Council of Victoria



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Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 13, 1984

S-11-LR-016

Mr. M. Panaccio,
The University of Melbourne,
Research Centre for Cancer &
Transplantation,
Department of Pathology,
PARKVILLE. 3052.

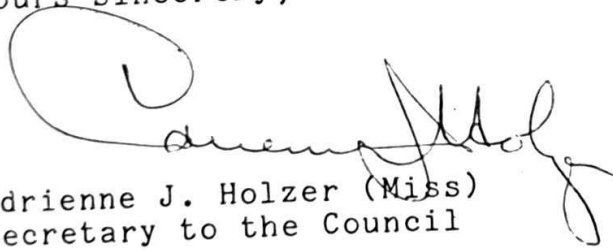
Dear Mr. Panaccio,

Thank you for your letter dated April 2nd, 1984 requesting information relating to your obligation to the Anti-Cancer Council of Victoria.

All that is required by the Council is a copy of your Thesis at the conclusion of your studies.

With our best wishes for a successful three years.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

President: His Excellency Rear Admiral Sir Ian Murray, KCMG, AO, Governor of Victoria
President: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
President: Mr. W. A. Dick, B. Com., FCA
Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP.
Finance Committee: Mr. D. H. Hume, B. Com.
Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 13, 1984

S-11-LR-023

Dr. W.H. Sawyer,
Department of Haematology,
Austin Hospital,
Studeley Road,
HEIDELBERG. 3084.

Dear Dr. Sawyer,

As you may be aware, the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "G. AUSTIN RESEARCH AWARD" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Chairman: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
President: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 13, 1984

S-11-LR-021

Mr. G. Austin,
High Street,
MALDON. 3463.

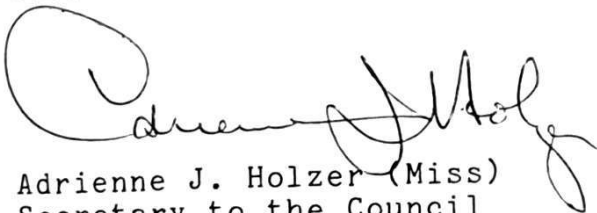
Dear Mr. Austin,

I am writing to inform you that Dr. W.H. Sawyer of the Department of Haematology at the Austin Hospital has been awarded the "G. AUSTIN RESEARCH AWARD" for 1984.

Dr. Sawyer's project is entitled "Cytosine Arabinoside Transport and Membrane Fluidity in Acute Leukaemia of Man". He is examining the methods whereby certain anti-cancer drugs pass into malignant cells. They are also examining whether it is possible to change the cells so that the anti-cancer drugs more effectively enter the cell and therefore produce a better clinical affect.

We hope you are keeping in good health.

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

President: Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
President: Sir Edward Dunlop, CMG OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 13, 1984

S-11-LR-024

Mrs. I. Ive,
43 Morgan Street,
CARNEGIE. 3163.

Dear Mrs. Ive,

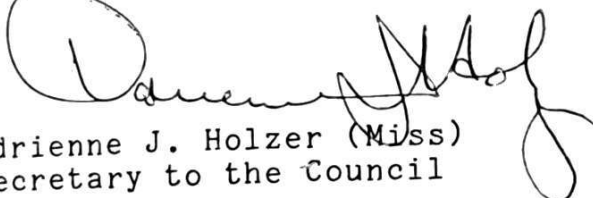
I am writing to thank you for your recent generous donation towards the work of the Council. Once again, we are very grateful for your continuing support. Our official receipt is enclosed.

This year we have awarded Dr. Graeme Barnes of the Department of Gastroenterology at the Royal Children's Hospital the "E.R. AND I.D. IVE RESEARCH AWARD".

Dr. Barnes' project is entitled "Bone Marrow Transplant Enteritis and the Role of Micro Organisms". A problem with children who receive bone marrow transplantation is the development of diarrhoea. This study is designed to investigate the problem to see if it is due to an infection and to see what effect gammaglobin has on the development of this complication.

With best wishes,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

President: Mr. Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc., F.R.S. (Hon.)
Vice President: Mr. W. A. Dick, B. Com., FCA.
Vice President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 13, 1984

S-11-LR-025

Dr. G. Barnes,
Department of Gastroenterology,
Royal Children's Hospital,
Flemington Road,
PARKVILLE. 3052.

Dear Dr. Barnes,

As you may be aware, the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "E.R. AND I.D. IVE RESEARCH AWARD" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: Chief His Excellency Rear Admiral Sir Brian Murray, KCMG, AO Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 13, 1984

S-11-LR-020

Dr. G.A. Pietersz,
Department of Pathology,
University of Melbourne,
PARKVILLE. 3052.

Dear Dr. Pietersz.

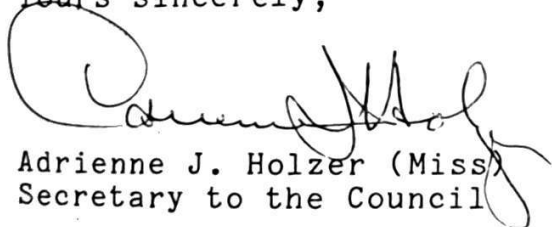
As you may be aware, the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "CARMEL MARIE THERESE WALSH RESEARCH AWARD" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AG Governor of Victoria
Patron: Sir Edward Dunkin, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc., Punjab (Hon.)
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 13, 1984

S-11-LR-019

Mr. A.P. Frith,
70 Molesworth Street,
KEW. 3101.

Dear Mr. Frith,

I am writing to inform you that Dr. G.A. Pietersz of Melbourne University, Department of Pathology has been awarded the "CARMEL MARIE THERESE WALSH RESEARCH AWARD" for 1984.

Dr. Pietersz' project is entitled "Selective Targeting of Cytotoxic Drugs to Tumours Using Monoclonal Antibodies". The project is designed to see whether suitable monoclonal antibodies can be produced and linked to antitumour drugs to increase their specificity.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

President: Mr. W. A. Dick, B. Com., F.C.A.
President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 12, 1984

S-11-LR-014

Messrs King, Jayasinghe & Sorensen,
Barristers & Solicitors,
6th Floor,
24 Albert Road,
SOUTH MELBOURNE. 3205.

Dear Sir,

ESTATE OF CHRISTINA MARIE PAULINE TOGNINI DECEASED

Thank you for your letter SF:MH, dated 18th June, 1984
advising that the Council is to receive \$400 from the estate
of the late Mrs. Tognini.

We acknowledge receipt of the Will and Release, the latter of
which we enclose duly signed.

We look forward to receiving your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

THIS RELEASE made the _____ day of _____ 1984 BETWEEN
Miss Adrienne J. Holzer, Secretary of ANTI-CANCER COUNCIL OF
VICTORIA of Keogh House, 90 Jolimont Street, EAST MELBOURNE
(hereinafter called "the Releasor") of the one part AND the Estate
of CHRISTINA MARIE PAULINE TOGNINI (hereinafter called "the
Releasee") of the other part.

WHEREAS:-

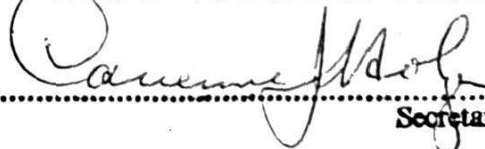
- A. The said CHRISTINA MARIE PAULINE TOGNINI died on the 20th of June, 1983 leaving a Will.
- B. The Releasor is an officer of the beneficiary organisation duly authorised to give this release.
- C. The abovermentioned organisation is a beneficiary of the Will of CHRISTINA MARIE PAULINE TOGNINI for an amount of \$400.00 plus an equal share in the residue of the Estate.
- D. Arrangements are being made for payment of the said amount.

WITNESSETH THAT:-

In consideration of the sum of \$400.00 (four hundred dollars) plus an amount equal to one eleventh part or share of the residue of the estate after payment of all expenses being paid by King, Jayasinghe & Sorensen, Solicitors, acting on behalf of the estate to the Releasor, the Releasor hereby releases and forever fully discharges the Releasee from all actions, claims, suits, demands, costs and expenses of every description whatsoever arising out of or accruing from the said claim as referred to herein.

SIGNED for and on behalf of the)
Releasor:)

ANTI-CANCER COUNCIL OF VICTORIA


.....
Secretary

SIGNED for and on behalf of the)
Releasee:)

of His Excellency Rear Admiral Sir Brian Murray, Kt M.D., AO Governor of Victoria.
Edward Dunkley, CMG, OBE, M.A., FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
W. A. Dick, B. Com., FCA
R. Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.

Committee: Dr. T. H. Hurley, OBE, MD, FRACP
Committee: Mr. D. H. Hume, B. Com.
Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Committee: Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 12, 1984

S-11-LR-013

Trust Officer,
Public Trust Office,
Box 1461N,
MELBOURNE. 3001.

Dear Sir,

Estate of Hazel Annie Young Deceased

Thank you for your letter 57380/1D, dated 3rd July, 1984 enclosing a copy of the Will of the late Hazel Annie Young.

The legacy should be made payable to The Anti-Cancer Council of Victoria.

We look forward to receiving your further advice.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Chief Honorary Rear Admiral Sir Brian Murray, KC, MC, A.C. Governor of Victoria
Hon. Sir Edward Dunlop, C.M.G., O.B.E., M.S., F.R.C.S., FRACS, F.A.C.S., D.Sc. Punjab (Hon.)
President Mr. W. A. Dick, B.Com., F.I.A.
Vice-President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Honorary Members
Executive Committee Dr. T. H. Hurley, O.B.E., M.D., FRACP.
Finance Committee Mr. D. H. Hume, B.Com.
Medical & Scientific Committee Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Appeals Committee Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 12, 1984

S-11-LR-015

Mr. Bruce Greenland,
Treasurer,
Dandenong Palliative Care Service Inc.,
PO Box 73,
DANDENONG. 3175.

Dear Mr. Greenland,

We refer to previous correspondence between Dr. Gray and Mr. Redpath and have pleasure in enclosing a cheque for \$5,000 being the first allocation of a three year grant to the Dandenong Palliative Care Service from the Anti-Cancer Council.

Best wishes for the Service's success.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron: His Excellency Rear Admiral Sir Brian Murray, KCMG AO, Governor of Victoria
President: Sir Edward Dunlop, CMG OBE MS FRCS, FRACS, FACS, D Sc, Punjab (Hon.)
Vice President: Mr W A Dick B Com, FIA
Vice President: Professor B W Holloway, Ph.D., D Sc, F A A
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Anti-Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-LR-005

Mr. P.J. Dowel,
Trust Officer,
National Trustees Executors &
Agency Co. of Australasia Ltd.,
GPO Box 2819AA,
MELBOURNE. 3001.

Dear Mr. Dowel,

Estate of Matthew J. Cody Deceased

Thank you for your letter GLR:AP dated 29th June, 1984 enclosing a cheque for \$3,465.74 being the Council's share in a distribution of income from the estate of Matthew J. Cody deceased, as per the accompanying Statement of Account.

Our official receipt is enclosed.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

by His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Hon. Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
President Mr. W. A. Dick, B.Com., FCA.
President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



July 11, 1984

S-11-LR-004

Mr. L.A. Wright,
Executive Director,
Australian Cancer Society Inc.,
GPO Box 4708,
SYDNEY. NSW. 2001.

Dear Laurie,

Just a quick note in reply to your memo concerning staff training in the U.S.

We have had some discussion about it, but do not think we would be interested in participating at this stage.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron in Chief His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
President Mr W. A. Dick, B. Com., FCA
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



July 11, 1984

Dr. D.J.B. St. John,
Director,
Department of Gastroenterology,
The Royal Melbourne Hospital,
C/O Post Office,
PARKVILLE. 3050.

Dear Dr. St. John,

In reference to your recent letter, I am writing to confirm the Anti-Cancer Council's approval for a change in the use of research funds allocated to you and Dr. Macrae for your project entitled "Studies on the Early Detection of Colorectal Cancer".

It seems eminently sensible to engage consultants at this stage and the Council has no objection to you proceeding in this manner.

Best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-RG-002

Ms. Margaret Deighton,
Lecturer in Medical Microbiology,
RMIT,
GPO Box 2476V,
MELBOURNE. 3001.

Dear Ms. Deighton,

Unfortunately applications for 1985 research grants have closed already. However, for your information I have enclosed a copy of our guidelines and application form.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron in Chief: His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-LR-009

The Public Trust Office,
19 O'Connell Street,
SYDNEY. NSW. 2000.

Dear Sir,

Estate of the late Dorothy May Wearing

Thank you for the cheque for \$50,000 you recently sent to the Council being a distribution from the estate of the late Dorothy May Wearing.

We enclose our official receipt.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-LR-008

Mr. K. Collins,
Trust Officer,
The Union-Fidelity Trustee Company
of Australia Limited,
GPO Box 888G,
MELBOURNE. 3001.

Dear Sir,

Estate of the late Alfred Reid

Thank you for your letter 214:GN dated 2nd July, 1984 and enclosing a cheque for \$33,931.77 being income on hand as at 30th June, 1984.

We enclose our official receipt.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron-in-Chief: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
President: Mr. W. A. Dick, B.Com., FCA.
Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP.
Finance Committee: Mr. D. H. Hume, B.Com.
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MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-LR-005

Geoffrey A. Fox & Associates,
Barristers & Solicitors,
112 Patterson Road,
MOORABBIN. 3189.

Dear Sirs,

Estate of Mary Jenkins Deceased

Thank you very much for your letter GAF:PH dated 27th June, 1984 and enclosing a cheque for \$2,000 being payment of a legacy left to the Council from the Will of the late Mary Jenkins.

We enclose our official receipt and also a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Patron: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AC, Governor of Victoria
President: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-LR-012

Trust Officer,
The Union-Fidelity Trustee Company
of Australia Limited,
GPO Box 888G,
MELBOURNE. 3001.

Dear Sir,

Estate of the late Ethel Frances Muriel Sharp

Thank you for your letter 214:GN dated 2nd July, 1984 advising that you have instructed A.J. Barley Pty. Ltd., as selling agents for the unit at 4/7 Celeste Court, East St. Kilda and that arrangements have been made to submit the unit to Auction on Thursday, 2nd August, 1984.

We look forward to receiving your further advice on this matter.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Sir Edward Dunlop, MBE, MS FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
Mr. W. A. Dick, B.Com., FCA
President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-LR-011

Mitchell, McKenzie & Co.,
Solicitors,
PO Box 378,
ECHUCA. 3625.

Dear Sir,

Estate of J.J. Gardiner Deceased

Thank you for your letter JHJ:KP dated 29th June, 1984 enclosing a cheque for \$1,000 being a distribution of income from the estate of the late J.J. Gardiner.

We have enclosed our official receipt.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Chief Hon. Excellence Rear Admiral Sir Brian Murtry, KCMG, AO, Governor of Victoria
Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc, Punjab (Hon)
Hon. Mr. W. A. Dick, B. Com, FCA
President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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MB, BS, FRACP, FRACMA.

July 11, 1984

S-11-LR-010

Cleary, Ross & Doherty,
Solicitors,
143 Queen Street,
MELBOURNE. 3000.

Dear Sir,

Estate of Irene Thomas Deceased

Thank you for your recent letter enclosing a cheque for \$1,000 being a bequest to the Council under the terms of the Will of the late Irene Thomas.

We enclose our official receipt and also a copy of our last Annual Report which you may care to pass on to the relatives of the deceased if you think it appropriate.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

Hon. Excellence Rear Admiral Sir Brian Murray, KCMG, AO Governor of Victoria
Hon. Sir Edward Dunlop, CMLI, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
Hon. Mr. W. A. Dick, B.Com., FCA
President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
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Hon. Mr. J. T. Ralph, F.A.S.A.
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July 11, 1984

S-11-LR-007

Mr. C.W. Harris,
5 Victoria Crescent,
MONT ALBERT. 3127.

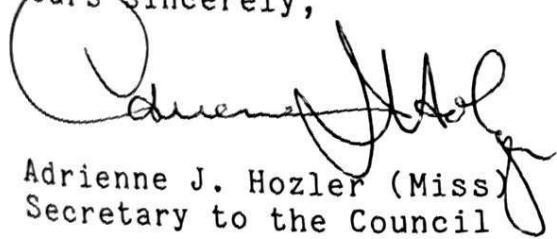
Dear Mr. Harris,

Estate of the late Edith Hocking

Thank you for your letter of 4th July, 1984 enclosing a cheque for \$84.00 being a further distribution from the estate of the late Edith Hocking.

Our official receipt is enclosed.

Yours sincerely,



Adrienne J. Hozler (Miss)
Secretary to the Council

Encl.

ANTI-CANCER COUNCIL OF VICTORIA

NOTES ON MEETING

MONDAY, 9TH JULY

Present: N. Gray
D. Hill
B. Lovegrove
A.J. Holzer

1. Lions Luncheon - Tuesday 7th August
decided to cancel luncheon if not enough Lions
accepted.
2. Slip Slip Slap theme again for summer
Bev ordering hats and T-shirts.
3. Mike Fitchett having a meeting with VGA.
4. Cup Day - basically under control.

Adrienne J. Holzer
July 9th, 1984

M-01-AD-001

Honorary President: His Excellency the Governor of Victoria
President: Mr. Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc., F.R.S. (Hon.)
President: Mr. W. A. Dick, B.Com., F.C.A.
President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
President: Mr. J. T. Ralph, F.A.S.A.
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MB, BS, FRACP, FRACMA.

July 9, 1984

11-LR-003

Mr. F. Wheller,
176 Tennyson Street,
ELWOOD. 3184.

Dear Mr. Wheller,

Re: Estate of Mrs. E.A. Politz deceased

We are the sole beneficiary of the residuary estate of the late Mrs. Politz and have recently received the proceeds of the Estate from The Equity Trustees Executors and Agency Company Limited ("the Trustee").

The Trustee has informed us of correspondence with you concerning services you rendered to the deceased, and that you have sought monetary recompense in relation thereto. We advised the Trustee that our legal advice was that the Trustee was under no duty to make any payment to you, and we instructed it to inform you that were you to issue proceedings we would require the Trustee to strenuously oppose your claim.

We understand that you have not pressed your claim further.

We further understand that you and your wife each received a pecuniary legacy out of the Estate.

The Finance Committee has given consideration to the legacies provided by the deceased, and to the services volunteered by you to the deceased, and has resolved that those services should be recognised in a meaningful way, by offering to you an ex gratia sum. The amount offered is \$2,500.

Having regard to your request to the Trustee for recompense, we are advised it would be prudent to make our offer on a "without prejudice" basis, and further to make it conditional upon you agreeing not to take any further steps for compensation against the Estate.

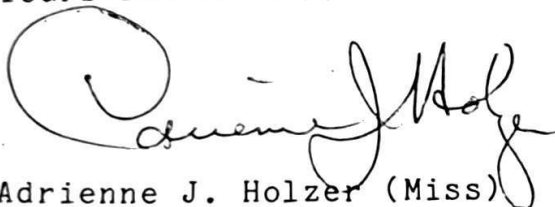
Mr. F. Wheller,
July 9, 1984
Page 2

Accordingly, if you would care to sign the enclosed Deed, and return it to us, we shall attend to payment of the above amount promptly.

The activities of the Anti-Cancer Council of Victoria are almost wholly funded from public donations and bequests, and we are most grateful for the moneys left to us by the late Mrs. Politz. We are enclosing a brochure of our activities which you might find of interest.

We look forward to hearing from you at your convenience.

Yours faithfully,

A handwritten signature in cursive script, appearing to read "Adrienne J. Holzer". The signature is written in dark ink and is positioned above the typed name and title.

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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MB, BS, FRACP, FRACMA.

July 9, 1984

11-DN-004

Mrs. M. Rainsbury,
40 Cathcart Street,
MAIDSTONE. 3012.

Dear Mrs. Rainsbury,

Thank you so much for your recent generous donation towards the work of the Council.

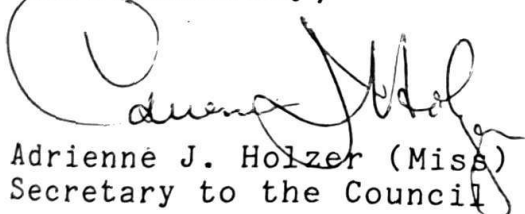
The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

The Council would like to recognise your gift in some way, and we do have special research awards which are named after donors who give the Council \$1,000 or more in one year. This means that one of our research workers would be named, for instance, the recipient of the "M. RAINSBURY RESEARCH AWARD" for 1984.

If you would like to have your gift recognised in this way, please let me know and we will name the award as soon as possible.

Our official receipt is enclosed together with a copy of our last Annual Report which we hope you will find of interest.

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

on in Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Hon. Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
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MB, BS, FRACP, FRACMA.

July 9, 1984

11-DN-002

Mr. B.C. Fitzpatrick,
21 Carawatha Road,
DONCASTER. 3108.

Dear Mr. Fitzpatrick,


Thank you very much for your recent generous donation towards the work of the Council. We are so grateful to have your continuing support.

We note that in previous years you have expressed a desire for your gift to remain anonymous and we will certainly adhere to your wishes. However, if at any time you change your mind please do not hesitate to let me know and we will arrange for a research award to be named immediately.

Our official receipt is enclosed together with a copy of our last Annual Report which we hope you will find of interest.

Best wishes,

Yours sincerely,


Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

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MB, BS, FRACP, FRACMA.

July 9, 1984

11-DN-005

Mr. L.M. Jenz,
30 Tyers Street,
PORTLAND. 3305.

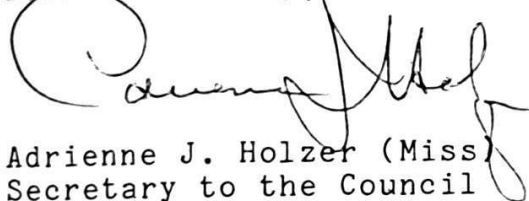
Dear Mr. Jenz,

Thank you very much for your interesting letter and kind donation towards the work of the Council. Our official receipt is enclosed.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

Best wishes,

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 9, 1984

11-DN-003

Mrs. P. Osborne,
208 Mountjoy Parade,
LORNE. 3232.

Dear Mrs. Osborne,

Thank you so much for your recent generous donation towards the work of the Council. We are so grateful to have your continuing support.

The Council would like to recognise your gift in some way, and we do have special research awards which are named after donors who give the Council \$1,000 or more in one year. This means that one of our research workers would be named, for instance, the recipient of the "P. OSBORNE RESEARCH AWARD" for 1984.

If you would like to have your gift recognised in this way, please let me know and we shall name the award as soon as possible.

Our official receipt is enclosed together with a copy of our last Annual Report which we hope you will find of interest.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

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Anti-Cancer Council of Victoria



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MB, BS, FRACP, FRACMA.

July 6, 1984

10-AP-035

Mrs. K.J. Mapperson,
29 Stoda Street,
HEATHMONT, 3135

Dear Kathy,

I have pleasure in confirming your appointment to the staff of the Anti-Cancer Council of Victoria for a period of twelve months as Executive Officer to the Ministerial Review Committee on Cancer Services.

As discussed with you, your salary will be \$24,500. As you will be on the staff for the twelve-month period you will also be entitled to sick leave and four weeks leave with 17½% loading. The Council pays its staff on a monthly basis on the 15th of each month - two weeks in arrears and two weeks in advance.

I realise you have a commitment which prevents you from starting full-time with us until Monday 13th August, although I understand you may spend some time with us in the late afternoons before then.

As Executive Officer to the Committee, you will be directly responsible to the Chairman, Professor R.R.H. Lovell.

I would like to take this opportunity of welcoming you to the Council and hope you enjoy your time with us.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

His Excellency Sir Brian Murray, KCMG, AO, Governor of Victoria
Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 5, 1984

11-LR-002

Mr. L.B. Muir,
Trust Officer,
ANZ Executors & Trustee Co. Ltd.,
GPO Box 389D,
MELBOURNE. 3001.

Dear Mr. Muir,

ESTATE OF LESLIE GRANT MARRABEL DECEASED

Thank you for your letter LBM:KR, dated 26th June, 1984 enclosing a cheque for \$220 which represents the Council's one-fifth of one-half share of income of funds in hand.

We enclose our official receipt.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl.

His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
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MB, BS, FRACP, FRACMA.

July 5, 1984

11-LR-001

John Keesing & Associates,
Photographers,
18 Winton Street,
BURWOOD. 3125.

John
Dear Mr. Keesing,

Please find the enclosed cheque for \$44.00 which is in payment for the 11 photographs we recently obtained from you.

Yours sincerely,

Adrienne J. Holzer
Adrienne J. Holzer (Miss)
Secretary to the Council

Chief His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D Sc. Punjabi (Hon.)
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

3rd July, 1984

11-DN-014

Mrs. L. Membrey,
112 Princes Street,
TRARALGON. 3844.

Dear Mrs. Membrey,

I am writing to inform you that Mr. W.J. Johnson of Monash University, Department of Surgery, (Alfred Hospital) has been awarded the "L. & B. MEMBREY RESEARCH AWARD" for 1984.

Mr. Johnson's group has had a lot of expertise in evaluating prognostic factors in colorectal cancer. They will do a prospective study of all new patients treated at the Alfred Hospital to refine their data and develop a predictive tool to define prognosis using all available data.

With best wishes,

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Encl:

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Chairmen
Executive Committee: Dr. T. H. Hurley, OBE, MD, FRACP
Finance Committee: Mr. D. H. Hume, B.Com.
Medical & Scientific Committee: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Appeals Committee: Mr. J. T. Ralph, F.A.S.A.

KEOGH HOUSE
1 RATHDOWNE STREET,
CARLTON SOUTH
AUSTRALIA, 3053

TELEPHONE: 662 3300
Cables: ACCOVIC MELBOURNE

Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



11-DN-001

July 3, 1984

Mr. W.J. Johnson,
Monash University,
Department of Surgery,
Alfred Hospital,
PRAHRAN. 3181.

Dear Mr. Johnson,

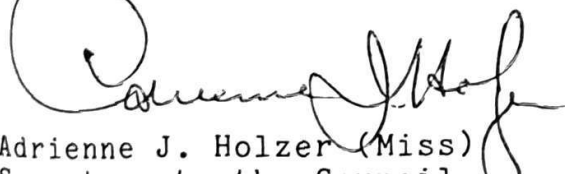
As you are aware the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "L. & B. MEMBREY RESEARCH AWARD" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Lieutenant Colonel The Honourable Sir Brian Murray, KCMG, AO, Governor of Victoria
 President of the Royal Australian College of Surgeons (RACS) OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
 President of the Australian Cancer Society (ACS) OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
 President of the Australian Cancer Society (ACS) OBE, MS, FRCS, FRACS, FACS, D.Sc. (Hon.)
 Vice President Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
 Chairman
 Executive Committee Dr. T. H. Hurley, OBE, MD, FRACP
 Finance Committee Mr. D. H. Hume, B.Com.
 Research & Scientific Committee Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
 Appeal Committee Mr. J. T. Ralph, F.A.S.A.

Anti-Cancer Council of Victoria



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 AUSTRALIA, 3053

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 Telex: VCCG AA 34158

 Director: Dr. Nigel Gray A.M.
 MB, BS, FRACP, FRACMA.

2nd July, 1984

11-LR-141

Mr. R.A. Lever,
 Lot 12, Emerald & Monbulk Road,
 MONBULK. 3793.

Dear Mr. Lever,

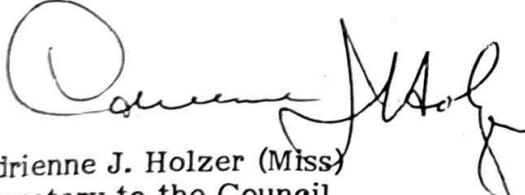
Thank you very much for your recent donation towards the work of the Council. We are very grateful for your support.

The fight against cancer can continue only with the generous assistance of our many friends, and we are grateful for the support you have given.

I was most interested to read of the Tennis Days organised by the Patch Tennis Club to raise funds for the Council. I have passed your letter on to our Appeals Officer so that she may consider your suggestions for fundraising.

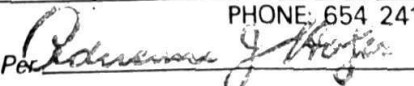
Best wishes,

Yours sincerely,


 Adrienne J. Holzer (Miss)
 Secretary to the Council

21/ 6/84	884801	MR R A LEVER			\$10 00
DATE	REC. No.	RECEIVED WITH THANKS	CASH	CHEQUE	

ANTI-CANCER COUNCIL OF VICTORIA
 Donations of \$2.00 and over are tax deductible.
 217658

PHONE: 654 2411
 Per 

Chairman: His Excellency Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
Honorary Secretary: Sir Edward Dunlop, CMG, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjabi (Hon.)
President: Mr W. A. Dick, B.Com., FCA
Vice-President: Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Chairmen
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

Anti-Cancer Council of Victoria



July 2nd 1984

11-LR-147

Mr. J.J. Pribaz,
Microsurgery Research Unit
St. Vincent's Hospital,
Victoria Parade,
FITZROY. 3065.

Dear Mr. Pribaz,

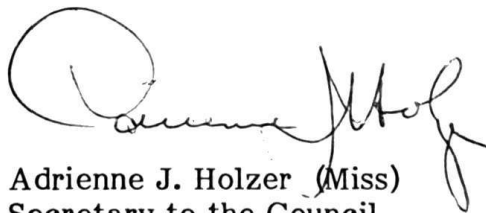
As you may be aware, the Anti-Cancer Council has a policy of naming a special research award after its major donors.

I am pleased to inform you that you have been named the recipient of the "ELIZABETH E. ANDERSON MEMORIAL FUND" for 1984. This means that in any of the Council's publications this award will be placed after your name. Throughout the year we may need to add another award to your name, and this will be done automatically in our publications.

As you know, some of our donors like to meet the research workers and it is felt that our Annual General Meeting provides such an opportunity. We hope you will be able to attend the meeting which will be held on Tuesday, 18th September, 1984 at 4.30 p.m. A notice will be circulated nearer this date.

With kind regards,

Yours sincerely,



Adrienne J. Holzer (Miss)
Secretary to the Council

Patron: His Excellency Rear Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
Patron: Sir Edward Dunlop, CMB, OBE, MS, FRCS, FRACS, FACS, D.Sc. Punjab (Hon.)
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Anti-Cancer Council of Victoria



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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 2, 1984

Mr. J.F. Fullerton,
Gillotts,
Solicitors,
500 Collins Street,
MELBOURNE. 3000.

Dear Mr. Fullerton,

ESTATE OF M. KURDIAN DECEASED

Following a decision taken at our last Finance Committee meeting, I am writing to advise that the Council agrees with your proposal of trying to reach an agreement whereby both the National Heart Foundation and ourselves accept \$15,000 each.

The Council would appreciate your negotiating the above on our behalf.

Yours sincerely,

Adrienne J. Holzer (Miss)
Secretary to the Council

Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria
OBE, MS, FRCS, FRACS, FAUS, D.Sc. Punjab (Hon.)
Mr. D. H. Hume, B. Com, FCA
Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Dr. T. H. Hurley, OBE, MD, FRACP
Mr. D. H. Hume, B. Com
Committee Professor B. W. Holloway, Ph.D., D.Sc., F.A.A.
Mr. J. T. Ralph, F.A.S.A.

Cancer Council of Victoria



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Telex: VCCG AA 34158

Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.

July 2, 1984

K. Collins,
Trust Officer,
The Union-Fidelity Trustee Company
of Australia Limited,
GPO Box 888G,
MELBOURNE. 3001.

Dear Sir,

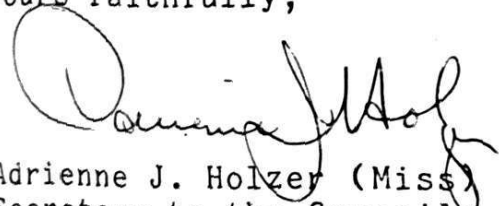
ESTATE OF THE LATE ALFRED REID

Thank you for your letter 214:GN dated 25th June, 1984 informing us that the above Estate will be administered directly from your Melbourne Office.

Please note that the Council's new address is:

1 Rathdowne Street,
CARLTON SOUTH. 3053.

Yours faithfully,


Adrienne J. Holzer (Miss)
Secretary to the Council

ANTI-CANCER COUNCIL OF VICTORIA

Memorandum to: Unit Heads
From: A.J. Holzer

11-ME-030

Re: Use of Courier Services

In order to avoid a recurrence of a recent unfortunate experience concerning a courier service, would you please ensure that the appropriate staff in your section are aware of the following procedures:

1. For metropolitan daily service - see Rick, he has the appropriate pre-paid bags.
2. For country and interstate 24 hour delivery - see Rick. He has pre-paid 3kg and 7kg bags available. For larger items he also has a despatch consignment note book.
3. Emergency situations can, of course, arise and alternative methods need to be used. In these circumstances, the consignment note must be authorised by the Unit Head concerned.



Adrienne J. Holzer
29th June, 1984

N.J.G.
D.H.
D.B.
S.B.
B.L.
J.W.
G.G.
R.L.

Anti-Cancer Council of Victoria
Rear-Admiral Sir Brian Murray, KCMG, AO, Governor of Victoria.
CMG, OBE, MS, FRCS, FRACS, FACS, D Sc Punjabi (Hon.)
M. W. A. Dick, B Com, FCA
Professor B. W. Holloway, Ph.D., D Sc., F.A.A.
Dr. T. H. Hurley, OBE, MD, FRACP.
Mr. D. H. Hume, B Com.
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Director: Dr. Nigel Gray A.M.
MB, BS, FRACP, FRACMA.



July 2, 1984

Ms. J. Colbeck,
The Union-Fidelity Trustee Company
of Australia Limited,
GPO Box 888G,
MELBOURNE. 3001.

Dear Madam,

ESTATE OF THE LATE MISS EVELYN JESSIE HENDERSON

Thank you for your letter 223:KJ dated 6th June, 1984 enclosing statement of assets and liabilities related to the above estate.

I have passed your brochures on investment services to our Accountant for his information.

Yours faithfully,

Adrienne J. Holzer (Miss)
Secretary to the Council