



# Centre for Adolescent Health

2034

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28th April, 1993.

To Whom It May Concern,

I am writing this letter to acknowledge that Alan Smith, owner of Cape Bridgewater Camp at Portland, experiences extreme difficulties with his current telephone system.

A group from the Centre for Adolescent Health (Royal Children's Hospital) in Melbourne, recently spent a week from Monday 19th April to Friday 23rd April at the campsite. Two of our leaders attempted to make phone calls at 6.25 pm on Tuesday evening and experienced a dead line when trying to ring out. A number of our campers attempted to make calls on the Gold phone during the week and were unsuccessful.

Many of our campers and leaders had chronic illnesses, therefore it was vitally important that our group had easy access to an operating telephone system 24 hours a day, in the event of a medical emergency. We would require a guarantee that the telephone system was fully operational before considering Cape Bridgewater Camp as a future venue.

Yours sincerely,

*Louise Rolls*

LOUISE ROLLS.

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions.

2. It is essential to ensure that all entries are supported by appropriate documentation and receipts.

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