Roxbury, Boston, Majo 15, fune 21 2 1885 To hir W Daw Jow, bear Sir, you have the goodness to informe me what weeks & days you may prefer for your Lowell Institute Lectures in Boston the coming season. you can have monday of Thursday evenings after the fourth week in november, or herday & Friday Evenings after the third was (18th) of Secember. The enclosed slip will give you some of the peculianties at the Lowell Institute - I will be much obliged of you will fill up the front of the enclosed blank - making any additions or corrections in that already written There very serfth grobt southe Benj 2. E. Cotting.

LOWELL INSTITUTE.

The Lowell Institute Lectures, founded by Mr. John Lowell, jun. and established 1839-40, are now given in Huntington Hall, Rogers Building, 187 Boylston Street, Boston, Massachusetts.

These lectures are *free*, it being requisite only to obtain a ticket and to show it at the door on the evenings of the lectures.

Numbered tickets are issued for each course, and seats having corresponding numbers are reserved for the holders of these tickets during the course. Also, a limited number of entrance tickets, without reserved seats, are given out at the same time; and, usually, slip tickets for a single lecture, to be taken up at the hall-door, may be obtained in the anterooms at Rogers Building, a few moments before the beginning of the lecture.

No one will be admitted without a ticket; and tickets must be shown at the hall-door every lecture.

The time, place, and conditions for obtaining tickets, the subjects and dates of the several courses, the names and titles of the lecturers, the time of opening and closing the hall-doors, and other particulars, are given in public advertisements or on admission tickets.

SOME PECULIARITIES AT THE LOWELL INSTITUTE.

There are no seats on the platform, nor is there any formal introduction of the lecturer to the audience; on the contrary, at the precise time stated on the admission ticket, the lecturer, being notified, enters the hall unattended from a little private room in the rear of the platform, and goes to the desk to begin at once his discourse, at which time the hall-doors are closed, and no one is admitted during the lecture.

The lecture should occupy exactly an hour in delivery. References to diagrams, etc., etc., should follow the lecture as far as practicable; stereopticon views should be given only after the close of the lecture.

There is ample space (say, fifteen feet in height by forty feet in width) on the wall in rear of the platform for display of maps, diagrams, etc. These can be put up on the day or afternoon of the lecture, an assistant being at call. The platform itself is large enough for extra tables and all requisite apparatus. Usually the Lowell Institute will defray any moderate expense to ward cost of illustrations, their transporation, etc.

When necessary the Institute provides a stereopticon, but the lecturer should furnish the requisite "slides."

The Boston address of the lecturer should be sent to the Curator of the Institute as early as practicable.

Unless previously acquainted with the apartments, the lecturer, on arriving at the hall on the evening of the lecture, will please ask the janitor to conduct him to the lecturer's private room at the head of the stairway. A preparatory visit, however, to the hall is advised,— to see the rooms, and to ascertain whether arrangements as to desk, illustrations, etc., are satisfactory. [Evening dress.]

If he requests it in season, a few tickets will be retained for the lecturer for his own disposal.

