

than three large voluminous ledgers, numbering from 2,000 to 3,000 pages were in daily use for entering the accounts of consumers. Reform in this part of the system of keeping the Company's accounts I considered was much needed, and with your approbation, I planned and introduced a Rent Ledger of a different description, 54 pages of which is amply sufficient for the year's business, and possessing the great advantage of exhibiting at a glance the number of consumers in each street, amount of gas consumed, discount allowed, rent of Meters, and the parties whose payments are in arrears—an advantage which saves many long and tedious days of labour every quarter. Another book has also been opened, in which the Collector of the Company every evening enters a report of the answers received from parties in arrears, and is found to be very useful as a reference in following up and looking well after the accounts. Instead of keeping as formerly open accounts with parties furnishing supplies to the Company, and allowing their gas rents to stand open and go in settlement of same, pass-books have recently been opened with all of them, and they will be submitted monthly for audit and examination to the Finance Committee, and the respective amounts immediately paid, effecting thereby a saving of 5 per cent discount for cash, and at the same time enabling the Company regularly to collect their accounts for gas rents as from other consumers. It had been the practice heretofore to sell coke on credit, a large amount for which has been owing for some years, part of which is now in dispute and a large portion a total loss, besides the immense trouble and time attending the keeping and collecting of such petty accounts. To remedy this, the system of cash sales has been introduced and successfully carried out for the last six months. The plan has been found to work well, while at the same time it guards the Company against bad debts.