

COMPLETE COMMERCIAL OR SHORTHAND STUDENTS' OUTFITS



At the request of many business college principals, we have established the plan of making up and packing carefully in a strong box a complete set of books and supplies for the commercial or shorthand student. These sets are ready to deliver to the student upon registration. This plan saves the principal or his teachers the labor and annoyance of making up sets of books and supplies for pupils when they register. It also saves the expense which results from broken parcels of books and stationery lying around the stationery room. When sets of books are ordered from us in this way, it is necessary for the principal of the school to keep on hand only such books and stationery as may be required for students who combine two courses, for night school, and for general sale to pupils during the course.

Sets of books will be made up and kept on hand especially for each school, and only those books and supplies required and used in such school will be included in the set.

In making up sets we follow the plan of placing all supplies on our shipping table in proper order and counting in lots of 10. The count is checked three times, and every ten sets must come right. We go to a great deal of trouble to have sets made up accurately.

Sample Sets, for both commercial and shorthand departments, are outlined on the enclosed pamphlet. Each customer may include in his sets only those books and supplies which he requires.

The cost of sets will depend entirely on the books and supplies selected. No charge is made for making up sets.