

(5) Acceptance may be indicated by acts, but the contract is not complete and binding until knowledge of the acts is conveyed to the person who made the offer. The offer may be revoked at any time before this knowledge is so conveyed.

(6) When making an offer by letter or telegram you may protect yourself by stating that it shall not be binding until you have received notice of acceptance. The same result may be accomplished by limiting the time for acceptance.

By keeping these few points in mind, a time may come when considerable trouble will be averted. A lawsuit is very disagreeable in any business, and is sure to drive away trade. A little care is all that is necessary.

GUARANTEE AND SURETYSHIP.

To guarantee a debt when the debt is already incurred, there must be a *consideration*, unless made under seal. For example:

In consideration of One Dollar, the receipt of which is hereby acknowledged, I guarantee that the debt of Ninety-Two Dollars now owing to John Clements by Arthur Ford shall be paid at maturity.

Belleville, Ont., March 4th, 1921.

William Morton.

The above may be addressed to John Clements, or in the form of a letter, closed with "Yours truly," etc. The latter is equally binding.