

Scholastic Bank*St. John, N.B., July, 3, 19-**Required, a draft on Toronto*~~~~~*In favour of The Dominion Plating Co.*~~~~~*For the sum of One Hundred*~~~~~*Dollars.**Applicant J. Preder.*~~~~~No. *Par \$100.00*Exchange $1\frac{1}{4}$ per c. *8* *.25**\$100.25***102. Bank Drafts Transactions Journalized.**

(1). Sent D. R. Graham on a/c, a bank draft purchased with cash \$100. Exchange 25c.	<table><tr><td>D. R. Graham</td><td>100</td><td></td><td></td></tr><tr><td>Expense</td><td></td><td>25</td><td></td></tr><tr><td>Cash</td><td></td><td></td><td>100</td></tr><tr><td></td><td></td><td></td><td>25</td></tr></table>	D. R. Graham	100			Expense		25		Cash			100				25
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(2). Received from D. R. Graham on a/c, bank draft for \$100.	<table><tr><td>Cash</td><td>100</td><td></td><td></td></tr><tr><td>D. R. Graham</td><td></td><td></td><td>100</td></tr></table>	Cash	100			D. R. Graham			100								
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108. Remitting Cash.

1. *By Registered Letter.*—Registered letters are numbered and entered in special books so that they may be traced along the mail routes. Should a registered letter be lost or stolen, the post office authorities make a search for it, but if unsuccessful, the sender has himself to bear the loss.

2. *By Postal Note.*—Postal Notes are orders issued by one post office on another post office, requesting it to pay the desired amount. They are used for sending any amount up to \$10, to any place in Canada or the United States. They are made for set amounts, 20c., 30c., etc.; for odd cents, from one to nine, postage stamps may be affixed to the face of the Postal Note. If a Postal Note or any of the following forms be lost, after being properly filled in, a duplicate can be obtained.

3. *By Post Office Money Order.*—These are orders by one post office on another post office and are used for sending any amount up to \$100, to any country in the postal union.

4. *By Express Money Order.*—These are orders by one express office on another express office.

5. *By Bank Cheque.*—Since Bank Cheques are drawn by a depositor on funds in the home bank, they are intended for making local payments only. Should a cheque be sent to a person in another town he would have to pay exchange to any bank cashing it for him. Occasionally, however, a firm arranges to have its cheques payable at par in other towns.

6. *By Bank Draft.*—These are orders by one bank on another bank at a distance. A person wishing to send money by this method, buys a Bank Draft; for this he pays the face amount and a small sum ($\frac{1}{4}$ or more) for the banker's trouble. A small sum is charged as commission or exchange, in the other cases also.