

WESTERN VISITORS.

It is expected that the members of the Western Press Association, who leave Winnipeg May 24, will pass through Toronto about June 4 or 5, and the executive of the Canadian Press Association have decided to look after their entertainment during their journey from Niagara to Toronto and during their stay in that city. For this purpose \$50 was voted. It is proposed to form a committee, consisting of President Willison, Secretary Cooper, Messrs. Dingman, J. T. Clark, A. W. Law and other members, and the visitors will be met when they reach the Niagara boat at Lewiston. They will be entertained on board, and the programme during their stay in Toronto will include a trip on the electric cars to Munro Park, a drive in carriages around the city, and a special entertainment by Mr. J. T. Johnston, of the Toronto Type Foundry Co., at the Royal Canadian Yacht Club at Toronto Island. The arrangements for this are already in hand. Mr. Walter Scott, editor of The Regina Leader, has gone over the route so as to make all necessary arrangements for the party, and they will be cordially welcomed at various places. The kindness shown to the Eastern newspapermen on their trip to the Pacific Coast last Summer call for the greatest cordiality in return for the genial hospitality and welcomes of the West. The president of the Western Association is Mr. G. D. Wilson, of Brandon, and the secretary, Mr. G. H. Sault, Winnipeg.

TO KEEP TRACK OF CUTS.

How do you keep track of cuts? Have you a system? you could recommend to a brother who has lost many hours hunting a cut which had been "on the shelf" weeks or months after having been used?

The following method is suggested by J. E. C. in The Practical Printer: "When a cut comes in for a job a proof should be taken, on which should be endorsed the name, date and address of the customer. After the job is printed, the cut should be placed in a drawer of the cabinet and the cabinet letter and drawer number written on the proof and should then be placed in a letter file used for that purpose only. When the cut is returned this proof should be taken from the special file, endorsed with the date of delivery, the name of the person to whom the cut is given, also any other desirable information, and then placed in the regular correspondence file. It will be seen that the special drawer will contain nothing but proofs of cuts then in the office, while any question as to the delivery of any cut can easily be settled by reference to the correspondence file, where the proof will be found with complete information regarding it. Is your system similar, as good as, or better than this? If so, the brethren wait to hear from you?"

Buntin, Gillies & Co., Hamilton, are offering round-cornered milk tickets made from heavy, tough check board in different colors.

F. W. Clearwater, of The Forester, has been appointed postmaster at Huntsville. For 20 years he was editor and proprietor of that paper.

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