

Instructions to Pupil.—Write a letter answering the following advertisement, carefully observing the structure of the Model on page 14.

Wanted—Boy or Girl, to make change at the cash wicket. State qualifications and give references. R. E. Wilkes & Co., 59 Dundas St., Windsor, Ont.

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R. E. Wilkes & Co.,
59 Dundas St.,
Windsor, Ont.

Gentleman:— Seeing your ad. in the Montreal Star I think I would like the job. My services are:— I have been working a year at B. & R. as cash girl. I am twelve yrs. old and if this state-
pleases you I remain, Yours truly,
Annie Nicholson

F. A. Scott, B. A.,
15 Somer Ave.,
Montreal,
Que.