

6. Do not drag your rings; give quick strong ones.

7. You know your own ring, answer it and leave other rings alone.

8. Be patient with Central, they are often busy.

9. Put your mouth about one-half inch from mouth-piece when talking.

10. A wait of ten seconds at a telephone seems like ten minutes: **BE PATIENT.**

11. Always hang receiver on hook with ear down, this keeps dust and dirt out of the receiver, and always replace the receiver on the hook as soon as you are through talking; this saves the batteries.

12. **DO NOT EXPERIMENT WITH THE TELEPHONE.**

13. Any person using the lines owned or controlled by this Company, who is not a subscriber, shall be charged a fee of fifteen cents, to be collected by the subscriber of the phone from which the message is sent as this fee will be charged to the account of such subscriber.

14. Death and funeral messages are free.