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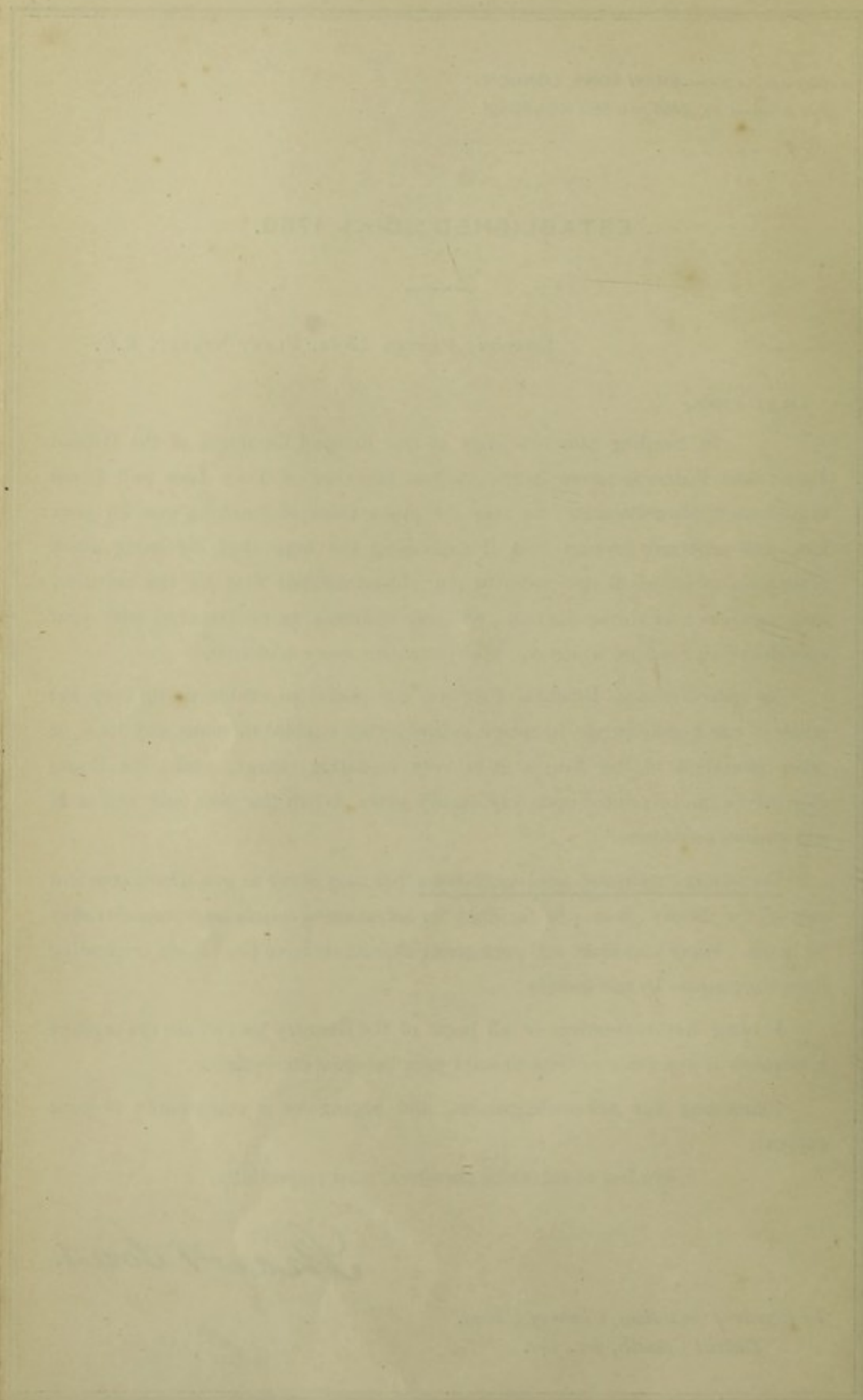
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18	525 ...	4	0	3	2145 ...	9	6
1	quire for 705 Names, <i>limp or</i>			4	2865 ...	12	6
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2	3420 ...	19	0				

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2	3420	...	12	6	5	8604	...	25 0

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10	285	...	2	3				
14	405	...	2	9	2½	1785	...	6 6
18	525	...	3	0	3	2145	...	7 6
1	quire for 705 Names, <i>limp</i>	...	3	6	4	2865	...	9 0
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1½	1065	...	4	9				

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2	3420	...	13	6	5	8604	...	30 0
2½	4286	...	15	9				

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10	285	...	2	9				
14	405	...	3	3	2	1425	...	7 6
18	525	...	3	9	3	2145	...	10 0
1	quire for 705 Names, <i>limp or half-bound</i>	...	4	6	4	2865	...	12 6
					5	3585	...	15 0

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Poor and Special Expenses Rates, page 12.

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200 „ ...	6	9	200 „ „ ...	10	9
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A 2 [*] Do.	do. for use where Rate is payable by Instalments	6	0

OVERSEERS' BALANCE SHEETS.

In accordance with the Order of the Local Government Board, 8th September, 1903.

No.		s.	d.
A 3R	Overseers' Balance Sheet, for <u>RURAL</u> PARISHES, in the prescribed form, 4 pages, with Title-page and Endorsement <i>per 24 copies</i>	3	0
Do.	do. <i>per 12 copies</i>	1	6
Do.	do. Duplicate Copies, bound in books, for permanent records 1 quire book	6	0
A 3R [*] Do.	arranged on one opening, for <i>small</i> Parishes, <i>per quire</i>	3	0
A 3U	Overseers' Balance Sheet, for <u>URBAN</u> PARISHES, in the prescribed form, 4 pages, with Title-page and Endorsement <i>per 24 copies</i>	3	0
Do.	do. <i>per 12 copies</i>	1	6
Do.	do. Duplicate Copies, bound in books, for permanent records 1 quire book	6	0

In Ordering please be sure to state whether required for an URBAN or RURAL Parish.

A 4	Rate Receipt Check Books, without Demand Note ... 50 each	0	6
Do.	do. 100 „	1	0
Do.	do. 150 „	1	6
A 4 ^a Do.	do. with Demand Note, <i>see</i> p. 6.		
A 5	General Receipt Check Books, same prices and sizes as above.		
A 6	Terrier of Parish Lands and Tenements, <i>half-bound</i> , 15 in. by 9½ in.	4	0
Do.	do. 9½ in. by 6½ in.	2	6
Do.	do. in sheets, <i>per quire</i>	1	6

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No.		s.	d.
A 7	Inventory of Stock, Moneys, and Effects, 15 in. by 9½ in., half-bound	4	6
	Do. do. in sheets, <i>per quire</i>	2	0
A 8	Collecting and Deposit Book, octavo size, 6½ in. by 9½ in., bound limp, 20 Lines on a Page 1 quire	3	6
	Do. do. 2 quires	5	0
	Do. do. 3 „	6	6
	Do. do. 4 „	8	0
A 8c	Collecting and Deposit Book, octavo size, arranged for use where the Consecutive Numbering System is in operation ... 1 quire	3	6
	Do. do. ... 2 quires	5	0
	Do. do. ... 3 „	6	6
A 8a	Collecting and Deposit Book, 13 in. by 10 in., 30 Lines on a Page 1 quire	5	0
	Do. do. 2 quires	7	6
	Do. do. 3 „	10	0
A 8a*	Do. do. for use where the Consecutive Numbering System is in operation 1 quire	5	0
	Do. do. 2 quires	7	6
	Do. do. 3 „	10	0
A 8b	Collecting and Deposit Book, foolscap, 36 Lines on a Page half-bound 1 quire	8	0
	Do. do. 2 quires	10	6
	Do. do. 3 „	13	0
A 9	Collectors' Monthly Statement, foolscap, loose sheets <i>per quire</i>	2	0
	Do. do. in books of 1 quire	6	0
	Do. do. „ 2 quires	8	0
	Do. do. „ 3 „	10	0
A 9a	Collector's Monthly Statement, oblong forms ... <i>per quire</i>	2	0
	Do. do. in books of 1 quire	6	0
A 9c	Collectors' Memorandum Books, bound in cloth 1 quire	1	0
A 10	Collectors' Unpaid Rates Statement, foolscap ... <i>per quire</i>	2	0
	Do. do. in books of 1 quire	6	0
	Do. do. „ 2 quires	8	0
	Do. do. „ 3 „	10	0
A 11	Register of Rate Summons and Costs, drawn by a District Auditor, half-bound 1 quire	9	0
	Do. do. 2 quires	12	0
No.		s.	d.
A 12	Collectors' Abstract of Rate Book, bound in cloth	3	0

Useful for Collecting purposes, shewing the amounts due and paid.

Overseers' and Collectors' Books.

9

No.			s.	d.
A 10a	Notice of Deposit of Books previous to Audit	... per quire	1	0
A 56	Notice of having called for Rates	... 192 forms	3	0
A 56a	Do. do. (last application)	... in book, 100	1	0
A 56a*	Do. do. (") loose forms	per quire	3	0
99*	Excused List, Justices' Order for Excusal of Poor Rates on the ground of Poverty	... per quire	3	0
99**	Do. do. another kind	... "	3	0

For Accounts for Collecting Combined Rates see pages 10-13 and 96.

Valuation Lists, see Assessment Committees, pages 76 et seq.

Registration of Voters Forms, see pages 183-187.

PARISH NOTICES.

1	Notice for calling a Meeting of Inhabitants to make a Rate for the Necessary Relief of the Poor	... books of 50	2	6
	Do. do.	... " 100	4	0
2	Notice of Magistrates' Allowance of a Poor Rate	in books of 50	2	6
	Do. do.	... " 100	4	0
30	Notice of Special Expenses Rate under the Public Health Act	per quire	2	0

POOR RATE ASSESSMENT AND COLLECTION ACT, 1869

(32 & 33 Vict. c. 41).

2	Agreement of Owner to pay Poor Rates for Hereditaments whether occupied or not, and be allowed a Commission (s. 3)	per quire	3	0
3	Notice of Owner to Overseers that he is willing to be rated for a Term of Years in respect of one or more Rateable Hereditaments (s. 4)	per quire	3	0
4	Notice from Overseers to Owners to supply List of Occupiers of Premises (s. 9)	per quire	3	0
5	Register of Agreements, foolscap	in books, 1 quire	8	0
	Hotson's Rate Calculator for showing the Amount to be deducted under the above Act at the rate of 15, 25 and 30 per cent. and the actual amount payable by Owners on Sums from 1d. to £500 printed on card, post free		0	8

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LIGHTING RATES.

No. 1 Lighting Rate Book, 15 Lines on a Page.

		s.	d.			s.	d.
6 sheets for 165 Names, <i>limp</i> ...	2	3		1 quire for 705 Names, <i>half-bound</i>	4	6	
10 285 	2	9		2 1425 	6	6	
14 405 	3	3		3 2145 	8	6	
18 525 	3	9					

No.

1a Lighting Rate Book, 36 Lines on a Page.

		s.	d.			s.	d.
1 quire for 1692 Names, <i>half-bound</i>	10	0		3 quires for 5148 Names, <i>half-bound</i>	18	0	
2 3420 	14	0					

2	Lighting Rate Receipt and Payment Book.	Folio foolscap	1 quire	6	0
	Do.	do.	2 quires	8	6
3a	Lighting Rate Receipt Check Book, with Demand Note				
			<i>in books of 100 each</i>	1	6
	Do.	do.	200 "	2	6
	Do.	do.	300 "	4	6
4	Lighting Rate Collecting and Deposit Book, circuit, 6½ in. by 10 in.,				
	pocket size	...	1 quire	4	0
	Do.	do.	2 quires	6	0
	Do.	do.	3 "	7	6
5	Lighting Rate, Collectors' Monthly Statement, foolscap folio	<i>per quire</i>		3	0
	Do.	do.	<i>in books, 1 quire</i>	6	0
	Do.	do.	" 2 quires	8	0
6	Lighting Rate, Collectors' Unpaid Rates Statement...	<i>per quire</i>		3	0
	Do.	do.	<i>in books, 1 quire</i>	6	0
	Do.	do.	" 2 quires	8	0
8	Overseers' Notice of Deposit of Books previous to Audit	<i>per quire</i>		1	0

POOR AND LIGHTING RATES.

N.B.—IMPORTANT.—By using S. & S. form of Combined Rate Book it is unnecessary to obtain the sanction of the Local Government Board for its use.

1c Poor Rate and Lighting Rate Book combined, for the collection of the Two Rates made at the same time.

36 Lines on a Page.

		s.	d.			s.	d.
1 quire for 1728 Names ...	12	6		3 quires for 5184 Names...	18	6	
2 3456 	15	6					

SHAW & SONS, Stationers and Lithographers,

Poor and Lighting, and Special Expenses Rate Books. 11

No.		s.	d.		s.	d.
10 ⁶	Poor Rate and Lighting Rate Book combined, for the collection of the Two Rates made at the same time.					
	15 Lines on a Page.					
1	quire for 650 Names ...	6	0	3 quires for 2000 Names...	11	0
2	1330 ...	8	6			
12	Poor and Lighting Rate Receipt Book, with Demand Note, for use where the two rates are collected at the same time					
				<i>in books, 100 leaves</i>	3	0
	Do. do. ...			" 200 "	4	6
13	Collecting and Deposit Book for Poor and Lighting Rates			1 quire	9	0
	Do. do. ...			2 quires	11	6
14	Collectors' Monthly Statement for Poor and Lighting Rates			<i>per quire</i>	3	0
	Do. do. ...			<i>in books, 1 quire</i>	8	0
15	Collectors' Unpaid Rates Statement for Poor and Lighting Rates			<i>per quire</i>	3	0
	Do. do. ...			<i>in books, 1 quire</i>	8	0
15a	Receipt and Payment Book for Poor and Lighting Rates, half-bound				12	0
	<i>For Poor, Lighting, and Special Expenses Rates, see page 13.</i>					
	<i>For Poor and General District Rates see page 96.</i>					

SPECIAL EXPENSES RATES.

29	Special Expenses Rate Book, 13 by 7½ inches,					
	15 Lines on a Page.					
1	quire for 705 Names, half-bound	4	6	2½ quires for 1785 Names, half-bound	8	6
2	1425 ...	6	6	3 2145 ...	10	0
29a	Special Expenses Rate Book, 13 by 15 inches,					
	36 Lines on a Page.					
1	quire for 1692 Names, half-bound	10	0	3 quires for 5184 Names, half-bound	18	0
2	3420 ...	14	0			
28a	Special Expenses Rate Receipt Check Book, with Demand Note					
				<i>in books of 100 each</i>	1	6
	Do do. ...			" 200 "	2	6
30	Notice of Special Expenses Rate, made under Public Health Act, 1875 ...			<i>per quire</i>	2	0
31	Collecting and Deposit Book ...			1 quire	4	0
	Do. do. ...			2 quires	6	0
	Do. do. ...			3 "	7	6

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BYELAWS, FACTORIES, & ELLIOTMENTS.

PUBLIC HEALTH.

No.						s.	d.
32	Collectors' Monthly Statement 1 quire	6	0
	Do.	do. 2 quires	8	6
	Do.	do. per quire	3	0
33	Do. Receipt and Payment Book 1 quire	6	0
	Do.	do. 2 quires	8	6

POOR AND SPECIAL EXPENSES RATES.

N.B.—IMPORTANT.—By using S. & S. form of Combined Rate Book it is unnecessary to obtain the sanction of the Local Government Board for its use.

No.	
1b ^a	Poor Rate and Special Expenses Rate Book combined, for the collection of the Two Rates made at the same time.

15 Lines on a Page.

		s.	d.		s.	d.
✓ 1	quire for 650 Names	6 0	3	quires for 2000 Names...	11 0
2	1330	8 6			

36 Lines on a Page.

		s.	d.		s.	d.
1	quire for 1728 Names	12 6	3	quires for 5184 Names...	18 6
2	3456	15 6			

16	Poor and Special Expenses Rates Receipt Book , with Demand Note, for use where the Two Rates are collected together					
				<i>in books, 100 leaves</i>		3 0
	Do.	do.	...	200 ,,		4 6
17	Collecting and Deposit Book for Poor and Special Expenses Rates					
				<i>1 quire</i>		9 0
	Do.	do.	...	<i>2 quires</i>		11 6
17a	Receipt and Payment Book for Poor and Special Expenses Rates					12 0
18	Collectors' Monthly Statement for Poor and Special Expenses Rates					
				<i>in books, 1 quire</i>		8 0
	Do.	do.	...	<i>per quire</i>		3 0
19	Collectors' Unpaid Rates Statement for Poor and Special Expenses Rates	<i>per quire</i>		3 0
	Do.	do.	...	<i>in books, 1 quire</i>		8 0

For Poor and Lighting Rates, see page 10.

For Poor and General District Rates, see page 96.

POOR, LIGHTING, AND SPECIAL EXPENSES RATES.

N.B.—IMPORTANT.—By using S. & S. form of Combined Rate Book it is unnecessary to obtain the sanction of the Local Government Board for its use.

No.			s.	d.
20	Poor, Lighting, and Special Expenses Rates Book, for collecting the Three Rates together, <i>15 Lines on a Page</i>	1 quire	14	0
	Do. do.	2 quires	20	0
20*	Do. do. <i>36 lines on a page</i> ...	1 quire	20	0
	Do. do.	2 quires	28	6
NOTE.—In order to reduce the size of this Rate Book and to render it more convenient, S. & S. can supply it arranged on the long and short leaf principle. In this form it makes a smaller book, and provides plenty of space in every column.				
21	Poor, Lighting, and Special Expenses Rates Receipt Book, with Demand Note in books, 100 leaves		4	6
	Do. do. „ 200 „		7	0
22	Collecting and Deposit Book for Poor, Lighting, and Special Expenses Rates	1 quire	10	0
23	Collectors' Monthly Statement for Poor, Lighting, and Special Expenses Rates per quire		4	0
	Do. do. in books, 1 quire		10	0
24	Collectors' Unpaid Rates Statement for Poor, Lighting, and Special Expenses Rates per quire		4	0
	Do. do. in books, 1 quire		10	0
25	Receipt and Payment Book for Poor, Lighting, and Special Expenses Rates	1 quire	12	0

DISTRAINING FOR POOR RATES.

(12 Vict. c. 14.)

A 1	Complaint of the Overseers against one Ratepayer ...	per quire	3	0
A 2	Do. do. against several Ratepayers...	„	3	0
B	Summons	„	3	0
C 1	Warrant of Distress against one Ratepayer ...	„	3	0
C 2	Do. against several Ratepayers ...	„	3	0
D	Warrant of Commitment in default of Distress ...	„	3	0
E	Inventory of Goods Distrained	„	3	0
99*	Excused List, Justices' Order for Excusal of Poor Rates on the ground of Poverty	per quire	3	0
99**	Do. do. another kind	per quire	3	0

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PUBLIC HEALTH.

THE OVERSEERS' HANDBOOK, for the use of Overseers, Assistant Overseers, Collectors of Poor Rates, Vestry Clerks, and other Parish Officers, together with a Calendar of Overseers' Duties. By WILLIAM W. MACKENZIE, M.A. (Editor of "Pratt and Mackenzie's Law of Highways," etc.), and HENRY J. COMYNS, Barristers-at-Law. *Sixth Edition*, 1906. Price 5s. net; postage 5d. extra.

RATES AND TAXES: A PRACTICAL GUIDE, by E. M. KONSTAM, of the Inner Temple, Barrister-at-Law; Joint Editor of "Ryde and Konstam's Rating Appeals, 1894—1904." States concisely and clearly—(1) The Nature of each Rate or Tax; (2) the Authority under which it is Levied; (3) the Remedies which are open to the Person Assessed. Price 5s. net; postage 4d.

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HOTSON'S GENERAL READY RECKONER, for calculating and making Poor Rates and other Rates, and for General Purposes. *Ninth Edition*. By W. C. HOTSON, Esq., Barrister-at-Law, and District Auditor.

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	8	6	net.
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SHAW'S POOR RATE DISCOUNT TABLES, showing at a glance the Amount of Rates on Assessments varying from 10s. to £100, and the net Amount of such Rates, with the Discount at 15, 25, and 30 per cent. respectively deducted. In 24 Tables of from 1d. to 2s. in the Pound. *Sixth Edition*. Cloth boards, price 2s. 6d. net.

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PAROCHIAL VALUER'S ASSISTANT, for the use of Union Assessment Committee, Overseers of the Poor, Collectors of Rates, and other persons engaged in Valuing Property for Rate purposes. Comprising a Series of Calculation Tables, showing the Gross Estimated Rental of Weekly and Yearly Tenements, after deducting the Rates paid by Landlords, at 1s. to 10s. in the Pound; and also the Rateable Value of the various kinds of Property Assessable to the Poor Rate, allowing the Deductions for Repairs, Insurance, &c., in accordance with the Parochial Assessment, Union Assessment Committee, the Valuation (Metropolis), 1869, and other Rating Acts, based upon Rentals from £1 to £10,000. By JOHN DOLBY.

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ELECTION FORMS.

Special Lists upon application.

No.		s.	d.
13b	Declaration of Parish Councillor on Acceptance of Office, in books, half-bound 1 quire	6	0
MC 2	Notice convening Annual Parish Meeting in Parish having a Parish Council per dozen	1	0
C 1	Form for convening Annual Meeting of Parish Council ... per 100	4	0
C 2	Form for convening Ordinary Meeting of Parish Council by Chairman per 100	4	0
C 3	Requisition to Chairman to convene Meeting ... per dozen	1	0
C 4	Notice as to use of Room in School-house, &c., being required for Meeting per dozen	1	0
1d	Minute Book, foolscap, with Rules as to Parish Councils and Committees printed in front, half-bound ... 3 quires	7	6
1e	Do. do. ... 5 "	12	6
1g	Do. do. hand-made paper, half-bound 3 "	10	6
1h	Do. do. do. do. 5 "	15	0
1k	Do. do. do. bound rough calf ...	21	0
NOTE.—All the above have the Rules printed at the commencement of the book.			
3	Attendance Book for recording Attendances	7	0
C 3a	Standing Orders of Parish Council 6d. each ; per dozen	4	0

ACCOUNTS.

Financial Statement, as prescribed by the Local Government Board, with full instructions as to the books, &c., required by the Auditor, printed inside of cover per copy, 6d. ; per dozen				4	0
Duplicate copies, strongly bound in books, consisting of 12 Financial Statements per book				9	0
1	Notice of Audit for posting on church doors, &c. 2d. each ; per dozen			1	0
2	Certificate Forms—Notice of Audit 2d. each ; per dozen			1	0
4a	Receipt and Payment Book, for small Parishes where no Adoptive Acts in force in books, ½-quire			4	6
	Do. do. " 1 "			7	0

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No.		s.	d.
4 ^b	Receipt and Payment Book, for Parishes with Adoptive Acts, arranged for General Account and Adoptive Acts Account, in books, $\frac{1}{2}$ -quire	6	0
	Do. do. " 1 "	8	0
4 ^c	Do. do. for larger Parishes, containing Forms of General Account, Adoptive Acts Account, and Loan Account	9	0
5	Precept upon Overseers ... in books of 20 each, with counterpart	2	0
	Do. do. ... " 50 " "	4	0
5 ^a	Do. do. under the Adoptive Acts ... book of 20	2	0
6	Clerk's Cash Book, quarter-bound $\frac{1}{2}$ -quire	3	0
7	General Receipt Book in books of 100 each	1	6
8	Treasurers' Book, foolscap, half-bound 1 quire	7	6
8 ¹	Treasurers' Pass Book, vellum tuck 1 "	5	0
12	Order Check Book in books of 50 each	2	6
	Agenda Book, foolscap... .. 1 quire	6	0
	Cheque Books, from Engraved Plate... bound in book of 50	2	0
	Do. do. 100	4	0
	Do. do. 300 Cheques, with name of Council, Treasurer, &c.	25	0
106	Charity Account Forms per dozen	1	6

APPOINTMENT OF OVERSEERS.

C 13	Appointment of Overseers by Parish Council ... per dozen	1	0
C 14	Do. do. with instructions as to Duties, 4d. each; per dozen	3	0
C 15 ^a	Notice to Guardians of Appointment of Overseer or Overseers (prescribed) at Annual Meeting in book of 20	2	0
	Do. do. loose sheets, per dozen	1	0
C 15 ^b	Appointment of Overseers by Board of Guardians ..	1	0
C 16	Appointment of Assistant Overseer by Parish Council ..	1	0
C 17	Do. do. with Instructions as to Duties, 4d. each; per dozen	3	0
C 18	Assistant Overseer's Bond each	0	6

CONSTABLES.

No.		s.	d.
3a	Notice by Overseers to convene Meeting of Parish Council or Parish Meeting <i>per quire</i>	3	0
4	List of Persons nominated by Parish Council or Parish Meeting to serve as Constables. Original List. <i>per quire</i>	3	0
7b	Appointment of Constable on Resolution of Parish Council ..	3	0

SMALL HOLDINGS AND ALLOTMENTS ACT, 1908.

1	Public Notice inviting those desirous of obtaining Allotments to make application <i>per 100</i>	6	0
3	Notice that Schoolroom required for Allotments Meeting <i>per doz.</i>	1	0
4	Application for Allotment (Official Form) <i>per 50</i>	3	0
5	Register of Applications	8	6
6	Agreement for Letting (Official Form) <i>per doz.</i>	2	6
7	Agreement to Let to Persons working on Co-operative System <i>per doz.</i>	2	6
9	Register of Allotments, with columns for particulars of Tenancy, Acreage, Rent, &c.	10	6
9*	Certificate Apportioning Rates, &c. <i>book of 50</i>	2	0
10	Notice determining Tenancy <i>per 50</i>	3	0
11	Notice of Application to Justices to Recover Possession ..	3	0
12a	Allotment Rent Receipt Book <i>in books of 100</i>	2	0
C 28	Form of Agreement for Hiring by Parish Council of Land for Allotments <i>each</i>	0	6

MISCELLANEOUS FORMS.

C 19	Complaint of Parish Council as to Unhealthy Dwellings <i>per dozen</i>	1	0
C 20	Representation of Parish Council as to Obstructive Buildings <i>per quire</i>	3	0
C 22	Draft Bye-laws as to Village Green, &c. <i>each</i>	0	6

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No.		s.	d.
C 32	Application of Parish Council to County Council to approve a Loan <i>per dozen</i>	2	0
C 33	Application of Parish Council to Local Government Board to approve a Loan <i>per dozen</i>	2	0
C 35	Form of Transfer of Mortgage.		
C 35a	Appointment by Parish Council of Trustees of Parochial and other Charities <i>per dozen</i>	1	6
C 37	Appointment of Clerk of Parish Council „	1	0
C 37a	Clerk's Bond <i>each</i>	0	6
C 38	Appointment of Treasurer of Parish Council ... <i>per dozen</i>	1	0
C 38a	Treasurer's Bond <i>each</i>	0	6
C 39	Application of Parish Council to County Council to divide Parish into Wards <i>per dozen</i>	1	0
C 40	Representation of Parish Council to District Council as to Stopping, &c., of Rights of Way or as to Encroachments <i>per dozen</i>	1	0
C 42	Notice to Parish Councillor of intention to declare his office vacant <i>per dozen</i>	1	0
C 43	Form of Resolution declaring office of Parish Councillor vacant <i>per dozen</i>	1	0
C 44	Notice of Office having become vacant <i>per dozen</i>	1	0

PARISH MEETINGS.

MC 2	Notice convening Annual Parish Meeting in Parish having a Parish Council <i>per dozen</i>	1	0
M 2	Notice of Annual Meeting in Parish <i>not</i> having a Parish Council <i>per dozen</i>	1	0
M 3	Notice of Ordinary Parish Meeting „	1	0
M 4	Notice convening Parish Meeting to consider question of establishment of Parish Council <i>per dozen</i>	1	0
M 4a	Notice as to use of Room in School-house, &c., being required for Meeting <i>per dozen</i>	1	0
5	Notice of Adoption of Lighting and Watching Act ..	1	0

ACCOUNTS.

No.				s.	d.
1d	Minute Book.	Foolscap. With Rules as to Parish Councils and Committees printed in front, <i>half-bound</i>	3 quires	7	6
1g	Do.	do. hand-made paper, <i>half-bound</i> 3 ..		10	6
1h	Do.	do. do. do. 5 ..		15	0
1k	Do.	do. do. bound rough calf 5 ..		21	0
11	Precept upon Overseers for Expenses other than those under the Adoptive Acts	<i>in books of 50 each, with counterpart, 4s. ; 20 each</i>		2	0
	Financial Statement 2d. each ; per dozen		1	6
1	Notice of Audit ,		1	0
2	Certificate of Notice of Audit ,		1	0
	Receipt and Payment Book 1 quire		6	0
	Do.	do. for Small Parishes, <i>quarter-bound</i> ... $\frac{1}{2}$ -quire		3	6
	Exemplification of Financial Statement, showing how to fill up the different columns for the Auditor each		0	6

APPOINTMENT OF OVERSEERS.

M 15	Appointment of Overseers by Parish Meeting	... per dozen	1	0
M 15a	Appointment of Overseer by Parish Meeting, with Instructions as to Duties 4d. each ; per dozen	3	0
A	Notice to Guardians of Appointment of Overseers at Annual Assembly, with Duplicate to be returned to Chairman of Parish Council, and Counterfoil for noting Date when Notice sent	<i>in books of 20 each</i>	2	0
	Do.	do. loose in single sheets per dozen	1	0
B	Notice of Appointment of Overseer to fill a Vacancy as above	<i>in books of 20 each</i>	2	0
	Do.	do. in loose sheets... per dozen	1	0
M 16	Appointment of Assistant Overseer per dozen	1	0
M 17	Do.	do. with Instructions as to Duties		
		4d. each ; per dozen	3	0
	Assistant Overseer's Bond	0	6
M 19	Application of Parish Meeting to County Council for Powers of Parish Council per dozen	1	0

Fetter Lane, Fleet Street, London, E.C.

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PUBLIC
HEALTH.

THE HISTORY OF THE
CITY OF BOSTON
FROM THE FIRST SETTLEMENT
TO THE PRESENT TIME
IN TWO VOLUMES
BY NATHANIEL BENTLEY
VOLUME THE SECOND
PUBLISHED BY J. B. BENTLEY
1822

Books and Forms

REQUIRED BY

BOARDS OF GUARDIANS.

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Assessment Committees.....	76-81	Provision Accounts.....	44 & 45
Births and Deaths in Workhouse	51	Stationery	53
Boarding-Out Forms.....	66-68	Medical Books.....	49
Bonds and Contracts	37	Medical Officers	59-61
Casual Paupers	52	Non-resident Poor	31 & 32
Cheques.....	38	Notices for Workhouse	50
Claims for Repayments.....	35	Official Returns, Forms A, B, &c.	26 & 27
Clerks to Guardians Accounts.....	23-41	Orders upon Overseers	31
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Creed Register	44	Vaccination Forms	72 & 73
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Books and Tracts

BOARDS OF CHARITY

1844

Clerk to the Guardians.

SCHEDULE B.

No.			s.	d.
	Letter Copying Books, <i>see pp. 254-256.</i>			
B 1	Minute Book, FIRST QUALITY, hand-made. Demy. Ruled faint, and margin; bound in <i>rough calf</i> , with Index, and paged	5 quires	30	0
	Do. do.	6 "	34	0
	Do. do.	7 "	38	0
	Do. do.	8 "	42	0
	Do., printed with Dr. and Cr. columns	5 "	32	6
B 1*	Rough Minute Book, azure-laid. Demy. Paper ruled as above and <i>half-bound</i>	3 quires	12	6
B 1b	Minute Book, FIRST QUALITY, hand-made. Foolscap. Bound in <i>rough calf</i> , with Index, and paged	5 quires	21	0
	Do., printed with Dr. and Cr. columns	5 "	24	0
B 1b*	Rough Minute Book, azure-laid. Foolscap. <i>Half-bound</i>	3 "	7	6
	Do. do. do. <i>Quarter-bound</i>	2 "	4	6
	Minute Books with outline of the usual business printed (<i>letterpress or lithographed</i>) to order.—Specimens on application.			
B 2	General Ledger, FIRST QUALITY, hand-made paper; bound in <i>rough calf</i> , with Index, and folioed. Demy... ..	5 quires	32	6
	Do. do.	6 "	36	6
	Do. do.	7 "	42	0
	Do. do.	8 "	48	0
B 2b	Do. do. Medium	5 "	42	0
	Do. do.	6 "	48	0
	Do. do.	7 "	54	0
	Do. do.	8 "	66	0
B 2a	Rough General Ledger, azure-laid paper. Demy. <i>Quarter-bound</i>	3 quires	10	6
B 3	Non-settled Poor General Ledger, of the same quality. Thickness and price as No. B 2.			
B 3*	Ditto, printed with 4 accounts on a page	3 quires	25	0
B 3a	Non-resident Poor Account Ledger, of the same quality and price as No. B 2.			
B 3b	Non-resident and Non-settled Poor Account Ledger, combining 3 and 3a	5 quires	32	6

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No.							s.	d.
B 4	Parochial Ledger, FIRST QUALITY, hand-made paper.	Demy.						
	Bound in calf, with Index, and paged	5 quires	32	6				
	Do. do.	6 „	36	6				
	Do. do.	7 „	42	0				
	Do. do.	8 „	48	0				
	Do. do.	10 „	60	0				
	Loose Canvas Covers for ditto		10	6				
B 4	Rough Parochial Ledger, azure-laid paper. Demy. Quarter-bound							
		3 quires	11	6				
B 4*	Parochial Ledger, hand-made, TWO HALF-YEARS on a page.							
	Demy	5 quires	36	0				
	Do. do.	6 „	42	0				
B 4c	Do. do. Medium	5 „	50	0				
	Do. do.	6 „	55	0				
B 4f	Do. do. Foolscap	5 „	27	6				
	Loose Canvas Covers for ditto	from	6	6				
B 4e	General and Parochial Ledger, FIRST QUALITY, with Non-settled and Non-resident Poor Account, hand-made. Demy. Bound in calf, with Index, &c. Same prices as Parochial Ledgers.							
B 4s	Parochial Ledger, designed to show the state of various Parochial Accounts in any half-year, and provide for 25 Parishes on an opening, whole-bound, hand-made paper	2 quires	30	0				
	Do. do. half-bound, azure laid paper	2 „	21	0				
B 4g	Loan Ledger, with Summary		21	0				
B 5	Relief Order Book. Foolscap. Half-bound extra	3 quires	10	0				
	Do. do.	5 „	15	0				
B 6	Order Check Book, marble covers	in books of 100	4	0				
B 6*	Do., with extra column for reference to Inventory or Clothing Book, and with Table for dissecting	in books of 100	4	6				
	When Six Books are ordered the Name of Union can be printed in without extra charge.							
B 6a	Do., with counterfoil arranged for carbon paper	in books of 100	5	0				
	Do. do., 6 Books, with Name of Authority printed in each		5	6				
	Do. do., 12 do. do. „		5	0				

No.			s.	d.
B 7	Pauper Classification Book, 14 in. by 10 in., half-bound	2 quires	7	6
Do.	do.	3 "	10	0
Do.	do.	5 "	16	0
B 7b	Pauper Classification Book, TWO HALF-YEARS on a page, 15 in. by 11 in.	1 quire	8	0
Do.	do.	2 quires	12	0
B 9	Financial Statement of Receipts, Expenditure and Balances <i>per quire</i>		8	0
Do	do., half-bound	<i>in books</i>	16	0
Do.	do., smaller form for Unions with 20 parishes or under	<i>per quire</i>	6	0
Do.	do., half-bound	<i>in books</i>	12	0
B 9a*	Union Financial Statement (Form A (Statutory)) in accordance with the Order of the Local Government Board, arranged for Unions whose School Attendance Committees have, in consequence of the Education Act, 1902, ceased to exist prior to September 29th, 1903. Super royal 4to	<i>per doz.</i>	12	0
	Financial Statement and Loan Account, bound in books for Duplicate Copies sufficient for 5 years, half-bound	<i>in books</i>	18	6
B 9b	Loan Account, Form B. separately	<i>per quire</i>	6	0
	Loan Account, separately, half-bound	<i>in books, 1 quire</i>	14	0
N.B.—The above Forms of Financial Statement B 9a*, and Loan Account (Statutory) B 9b, are prepared in the particular size as requested by the Local Government Board.				
B 10	Clerk's Statement of Account, 15 in. by 11 in.	<i>per 25</i>	2	6
B 10*	Do., smaller form, oblong, 13 in. by 8 in.	"	2	0
B 10a	Parochial List of In-door Poor, for 93 names	"	1	6
B 10b	Do. do., double length, for 228 names	"	2	6
B 10c	Do. of Out-door Poor, for 30 names	"	1	6
B 10d	Do. do., double length, for 76 names	"	2	6
B 10e	Do. of In-door and Out-door Poor, for 30 names	"	1	6
B 10f	Do. do., and Statement of Account at oot	"	2	0

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No.		s.	d.
B 10g	Parochial List of In-door Poor, with Statement of Account at foot per 25	2	0
B 10h	Do. of Out-door Poor, with Statement of Account at foot	2	0
B 11	Petty Cash Book, octavo form 2 quires	7	0
B 11*	Do., prepared by a District Auditor, with separate columns for the several Accounts Charged 1 quire	10	0
B 11a	Postage Book, Clerk's, half-bound, with separate columns for the different Accounts 2 quires	6	6
B 12	Notice of Audit, Clerk's Union Accounts per quire	1	0
B 12*	Do. do. and Rural District Council Accounts per quire	1	0
B 8b	Admission to Workhouse signed by Clerk ... in books of 100	2	0
B 8b*	Do. do. Chairman... ..	2	0
B 8bb	Discharge from Workhouse signed by Chairman ..	2	0

OFFICIAL RETURNS.

A	(Form A.) Weekly Return from Clerk to Guardians to Poor Law Inspector per quire	3	0
	Do. do., strongly bound in books for 2 years ...	14	0
A	Do. Fortnightly Return from Clerk to Guardians to Poor Law Inspector per quire	3	0
	Do. do., strongly bound in books for 4 years ...	14	0
A(e)	Weekly Return from Master of Workhouse to Clerk of Union 48 forms	3	0
A(f)	Do. from Relieving Officer to Clerk of Union	3	0
A303	(Form A.) from Clerk of Union to Poor Law Inspector, for Two Workhouses per quire	3	0
	Do. do., strongly bound in books for 2 years ...	14	0
B	(Form B.) Weekly Return from Clerk of Union to Local Government Board in accordance with the Order of the Local Government Board dated 28th December, 1904 50 forms	3	0
	Do. do., strongly bound in books for 2 years	8	0
B*	Do. do., in books with counterfoil ... 50 forms	4	6
B(e)	Do., from Master of Workhouse to Clerk of Union (revised form) 50 forms	3	0
	Do. do. in books, 2 years	8	0
B(e*)	Do. do. in books with counterfoil ... 50 forms	4	6

No.	s.	d.
B(f) (Form B.) Weekly Return from Relieving Officer to Clerk of Union (revised form) 50 forms	3	0
Do. do. in books, 2 years	8	0
B(f*) Do. do. in books with counterfoil ... 50 forms	4	6
E 4* Return from Master to Clerk for making up the JANUARY and JULY RETURNS to the Local Government Board <i>per quire</i>	3	0
F 3* Return from Relieving Officer to Clerk for making up the JANUARY and JULY RETURNS to the Local Government Board <i>per quire</i>	3	0
<hr/>		
B108 Register of Young Persons under 16 hired from Workhouse 2 quires	10	0
B108a Register of Children deserted by their parents (under the Control of the Guardians), revised in accordance with the Poor Law Act, 1899, s. 1, with Index in books	10	6
B109 Clerk's Notice as to Young Persons hired or bound apprentice <i>per quire</i>	2	0
B110 Form of Submission to Arbitration of Questions affecting the Settle- ment of a Pauper. 14 & 15 Vict. c. 105, s. 12 <i>per quire</i>	4	0
B111 Extracts from Minutes of the Board of Guardians "	3	0
C 15b Appointment of Overseers by Board of Guardians under 56 & 57 Vict. c. 73, s. 50 (with Notice of Appointment attached) <i>per dozen</i>	1	0
B 62 Register of Overseers, giving the Names and Addresses of the Overseers of the various Parishes comprised in the Union. Foolscap size in books of 1 quire	7	6
B 63 Contracts, Book, oblong, half-bound I "	8	0
B 64 Guardians' Attendance Book, half-bound I "	7	0
B244 Day Book of Appointments and Resignations I "	10	0
B245 Forms of Application for Situation, with extra sheet inserted for Copies of Testimonials <i>per quire</i>	4	0
B246 Certificate of Character given by Guardians, for use with Carbon <i>in books of 50 each</i>	4	6
B247 Register of Annual Subscriptions and Rent Payable by Guardians 1 quire	7	6
B248 Register of Officers' Salaries, Superannuation Allowances, Annual Subscriptions and Rents Payable, and Rents Receivable, four Forms divided by vellum tabs, made to order with quantity of each Form required in books of 1 quire	11	0
Do. do. " 2 quires	15	0

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No.		s.	d.
B312	Register of Guarantees of Officers, <i>half-bound</i> 1 quire	8	6
B305	Local Loan Acts, Return as to Sinking Fund <i>per quire</i>	4	0
B162	Clerks' Estimates, Form of, for Orders for Contributions from Parishes to Union Funds, revised in accordance with the Agricultural Rates Act <i>in books of 1 quire</i>	6	6
Do. ,, 2 quires	8	6
Do. ,, 3 ,,	10	6
Do. <i>loose sheets, per quire</i>	4	0
B310	Weekly Report to Local Government Board of Out-Door Relief to Able-Bodied Paupers 1 quire	4	0
B311	Register of Securities under 45 & 46 Vict. c. 58, s. 14 ... 1 ,,	14	0
Do. 2 quires	18	0
314	Rent Account for Relief Stations. Foolscap <i>per quire</i>	3	0
B315	A List of the Names and Addresses of all persons who have received out of the Rates either Parochial Relief or Outdoor Parochial Relief, pursuant to 48 Vict. c. 15, s. 16 <i>per quire</i>	4	0
B 41	Motion Book, for entering the Notices of Motions to be made at the Meetings of the Board of Guardians. Foolscap 1 quire	8	0
B 59	Case of Urgent Necessity, Order from the Overseer to the Medical Officer <i>in books</i>	2	0
B 76	Order of Removal Book, containing columns for entering full particulars of Paupers removed	8	0
B76*	Register of Removals. Oblong 1 quire	8	6
B76a	Removal Officer's Note Book, neatly bound in leather 2 quires	3	0
B 77	Loan Book, for entering Money advanced by way of Loan. Oblong 1 quire	6	0
B 78	Blotting Cases, lettered "Chairman and Vice-Chairman;" those for the Guardians are numbered consecutively. Medium folio, black roan <i>each</i>	7	6
B 79	Guard Invoice Books, for pasting Invoices, extra strong, <i>half-bound</i> , royal paper, double guarded and paged	15	0
B 80	Agenda Book, quarto, <i>half-bound</i> 2 quires	5	0
	Clerk's Compliment Forms, Upright Form, lithographed to order <i>per 500</i>	14	6
Do.	do. ,, 1,000	17	6

No.							s.	d.
	Names and Addresses of Guardians and Officers, printed on Gummed paper and perforated, for use in sending out Agendas, &c.							
	25 Names, 100 copies	9	6
Do.	do.	50	100	15	0
Do.	do.	75	100	19	6
Do.	do.	100	100	24	0
	Form of Acknowledgment of Letters, lithographed, with Customer's own Heading							
	per 100	8	6
Do.	do.	250	12	6
Do.	do.	500	17	6

REGISTER OF PAUPERS.

In accordance with the Circular of the Local Government Board, dated the 18th September, 1906.

A	Single Individuals, printed on single sheets of foolscap	per 100	5	0
Do.	do.	500	15	0
Do.	do.	1,000	24	0
A*	Continuation Sheets, for use in cases where single individuals have frequent resort to Poor Law Relief	per 100	5	0
Do.	do.	500	15	0
Do.	do.	1,000	24	0
B	Heads of Families, printed on single sheets of foolscap	100	5	0
Do.	do.	500	15	0
Do.	do.	1,000	24	0
B*	Continuation Sheets, for use in cases where heads of families have frequent resort to Poor Law Relief	per 100	5	0
Do.	do.	500	15	0
Do.	do.	1,000	24	0
A2	Single Individuals, based upon the Board's Form, but arranged to show the New Cases only relieved during the week or period	per 100	5	0
Do.	do.	500	15	0
Do.	do.	1,000	24	0

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No.						s.	d.
A3	Single Individuals, as above, but showing the Cases Discharged during the period	per 100	5	0
	Do.	do.	per 500	15	0
	Do.	do.	per 1,000	24	0
A4	Single Individuals, for smaller Unions, showing both New Cases and Cases Discharged on the one Form	per 100	5	0
	Do.	do.	per 500	15	0
	Do.	do.	per 1,000	24	0
B2	Heads of Families, based upon the Board's Form, but arranged to show the New Cases only relieved during the week or period	per 100	5	0
	Do.	do.	per 500	15	0
	Do.	do.	per 1,000	24	0
B3	Heads of Families, as above, but showing the Cases Discharged during the period	per 100	5	0
	Do.	do.	per 500	15	0
	Do.	do.	per 1,000	24	0

REGISTER OF PAUPERS FORMS OF RETURN.

Circular 19th September, 1907.

Tabulation Sheets (Copyright Form)	...	per quire	3	6
Do.	do.	per 100	10	0
Summary Sheets, in which to insert the Totals of the Tabulation Sheets	...	per quire	3	6

MAINTENANCE OF RELATIVES.

22	Notice to Relative of Chargeability to Union and Notice to Pay Weekly Sums...	...	per quire	2	0
22*	Notice to the Party of the intended Application	...	per quire	3	0
22b	Notice to Relative of Chargeability, with Agreement at foot	..		3	0
22c	Do.	do.	with Note to accompany Agreement in books of 50	4	6
22a**	Agreement by Relative to Maintain, bound in book, with counter-part	...	in books of 100	6	6
22**	Do.	do.	per quire	3	0
	Receipts for Monies received in respect of Maintenance of Relatives, neatly lithographed with Name of Union, &c.	...	per 250	13	6
	Do.	do.	per 500	17	6
B316	Register of Orders upon Relatives to Maintain	in books of 1 quire		7	6
B319	Statement of Arrears due from Relatives of Paupers	in books of 1 quire		7	6

SHAW & SONS, Stationers and Lithographers,

STOW UNION

No.

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Mr.

for Non Settled Poor

from 19

to 19

L

THIS PART TO BE RETAINED BY THE COLLECTOR.



No.

Received of The Guardians of the Union
the sum of Pounds Shillings
and Pence on behalf of the above named Union in
respect of the maintenance of Non Settled Poor

from 19 to 19

L

Stow Union.

day of

19

Union

Shillings

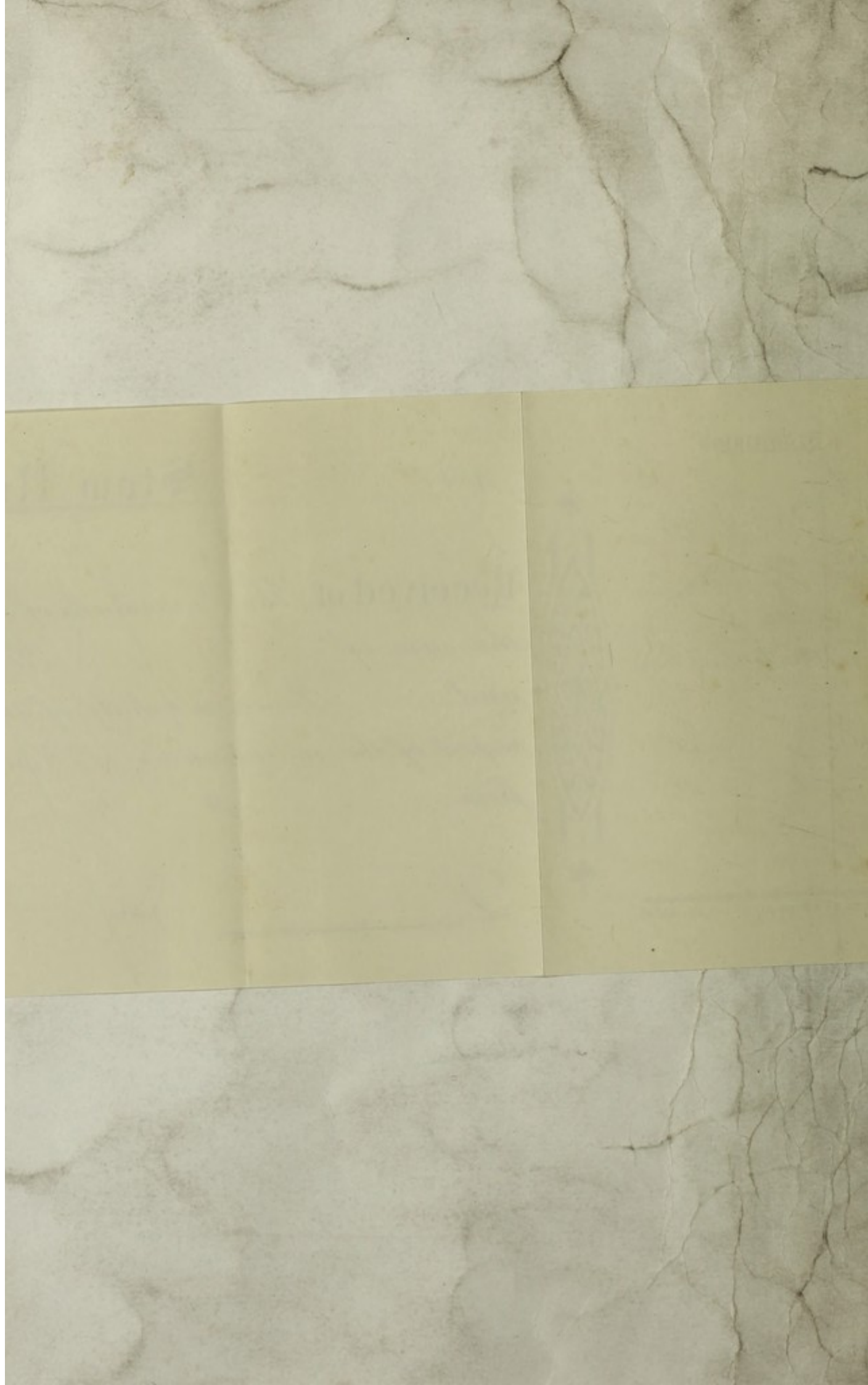
and Pence on behalf of the above named Union in

respect of the maintenance of Non Settled Poor

from 19 to 19

SIGNED

Clerk.



No.		s.	d.
23	Complaint of Guardians against a Relative to found an Order of Maintenance <i>per quire</i>	3	0
23*	Summons "	3	0
24	Order of Maintenance "	3	0
25	Information of the Disobedience of the Order .. "	3	0
25*	Summons "	3	0
25**	Order for Payment of Sums under Disobedience Order .. "	3	0
26	Distress for Non-payment of Sums under Order of Maintenance <i>per quire</i>	3	0
27	Judgment Summons "	3	0
27*	Order of Commitment for Non-payment of Sums under Order of Maintenance <i>per quire</i>	3	0

ORDERS UPON OVERSEERS.

M	Order upon Overseers to pay money to Treasurer, with Treasurer's Receipt indorsed thereon <i>in books of 100</i>	2	6
M 1	Do. for two payments "	5	0
M 4	Do. for four .. " .. " .. "	6	6
169	Orders by Guardians on Overseers for payment for County Rate <i>per quire</i>	1	6
170	Do <i>in book</i>	6	6

NON-RESIDENT POOR.

1	Bill of Costs and Demand for Payment for support of Paupers not belonging to Union <i>per quire</i>	2	0
1a	Do. with counterpart <i>in books of 50 each</i>	4	0
1*	Do. do., arranged for the carbon system .. "	4	6
2	Receipt for Quarter's Remittance of Cost of Relief 100 leaves	2	0
	Do. Another form, neatly lithographed with the name of the Union 250	13	0
	Do. do. 500	17	6
3	Notice to Guardians of Pauper chargeable, with request to Relieve <i>per quire</i>	2	0
4	Guardians' Request to Relieve Non-Resident Poor .. "	2	0
	Do. do., book of 100 with counterpart	5	0
B318	Letter to Guardians requesting Consent to Removal of Pauper, with Grounds of Settlement at foot <i>per quire</i>	3	0
126	Summary of Clerk's Non-settled Poor Account, foolscap, ruled faint and red <i>per quire</i>	3	6

Fetter Lane, Fleet Street, London, E.C.

COLLECTORS
AND
TREASURERS.MASTER'S
ACCOUNTS.RELIEVING
OFFICER.MEDICAL
OFFICER.

LUNACY ACTS

VACCINATION.

ASSESSMENT
COMMITTEES.

REGISTRARS.

URBAN
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS.

GENERAL
DISTRICT
RATES.RURAL
DISTRICT
COUNCILS'
ACCOUNTS.SURVEYORS
(RURAL).BYELAWS,
FACTORIES, &
ALLOTMENTS.PUBLIC
HEALTH.

No.		s.	d.
7	Clerk's Remittance and Receipt Forms, to accompany cheques in books of 100 each	4	0
8	Vouchers, List of Salaries per quire of 24 forms	2	6
9	Clerk's Remittance Book 1 quire	9	0
10	Relieving Officer's Return to Clerk of Non-settled Poor for the quarter per quire	3	0
11	Register of Non-settled and Non-resident Poor, new and improved form, containing half a quire of each form, divided by a vellum tab, half-bound... ..	8	6
	Do. do. 2 quires	12	6
11a	Register of Non-settled Poor in books of 1 quire	8	6
11b	Register of Non-resident Poor " "	8	6
12	Relieving Officer's Report on Non-resident Poor ... per quire	3	0
13	Letter requesting Relieving Officer's Report on Non-resident Poor, with Form of Report attached per quire	3	0
13*	Report Form separate "	3	0

POOR LAW OFFICERS' SUPERANNUATION ACT, 1896

(59 & 60 Vict. c. 50).

1	Form for Superintendent Registrar's Return of Fees and Statutory Declaration. Sec. 17. per quire	3	0
1*	Form for Registrar's Return of Fees and Statutory Declaration per quire	3	0
5	Register of Officers for purposes of the Act, in which to record par- ticulars as to length of services, rate and amount of contribu- tions, &c., &c., in regard to each officer. Strongly bound and indexed 1 quire	10	0
6	Book of Certificates, stating particulars required in connection with the Act, to be given to an officer or servant on leaving the service of a Union. In books with counterpart price	4	6
7	Receipts for Salaries showing deductions under Superannuation Act, lichographed in books of 100	3	0
240*	Salaries Receipt Book (Register of) altered in accordance with Superannuation Act of 1896, with receipts 1 quire	8	6
8	Superannuation Allowances and Gratuities Book 1 quire	8	6

SHAW & SONS, Printers and Publishers,

Ticehurst Union

TICEHURST UNION.

190

190

Rec^d of



Received of the Guardians of the *Specimen London*
the sum of _____ Pounds
my salary as _____ Shillings and _____ Pence
for _____
less deduction therefrom under
Poor Law Officers Superannuation Act 1896.

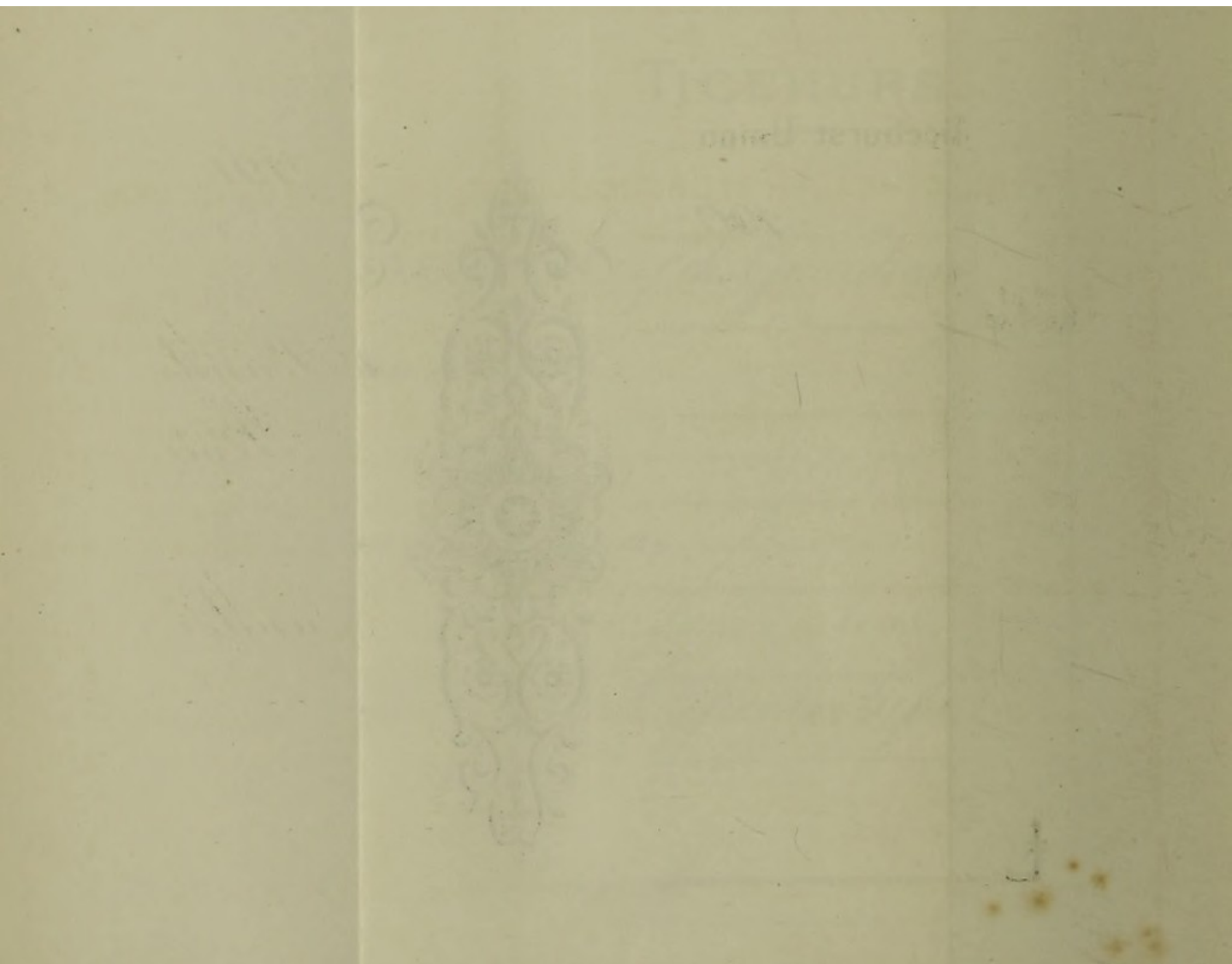
Salary

Deduction

Net Salary

L

L



No.		s.	d.
	Table of Deductions from Salaries and Emoluments, by C. PATRICK, Clerk to the Guardians, Lewes, showing the amount to be deducted off Salaries from 2s. 6d. to £100, and the net amount payable after deduction <i>price</i>	1	0
	(60 & 61 Vict. c. 28, s. 1.)		
9	Notice from Clerk to the Guardians to Nurse enquiring whether she intends to avail herself of the Superannuation Act, 1896, with reply attached, with counterpart <i>per book</i>	2	0
10	Register of Salaries and Deductions, showing 4 quarters on opening in books of 1 quire	10	6

PUBLIC HEALTH (TUBERCULOSIS) REGULATIONS, 1908.

Dated 18th December, 1908.

Form A	Notice by Medical Officer of Poor Law Institution of Poor Person in that Institution suffering from Pulmonary Tuberculosis in books of 50 with duplicate counterfoils	3	6
Form A ₁	Copy of above Notice from Medical Officer to Master in books of 50	2	0
Form A*	Notice , combining Forms A and A ₁ , arranged on the carbon system in books of 50 in duplicate	4	6
Form B	Notice by District Medical Officer of Poor Person in the District suffering from Pulmonary Tuberculosis in books of 50 with duplicate counterfoils	3	6
Form B ₁	Copy of above Notice from District Medical Officer to Relieving Officer in books of 50	2	0
Form B*	Notice combining Forms B and B ₁ , arranged on the carbon system... .. in books of 50 in duplicate	4	6
Form C	Notice by Superintendent of Institution (Master of Work-house) of address of Poor Person after leaving the Institution ... in books of with 50 duplicate counterfoils	3	6
Form D	Notice by Relieving Officer of changed address of Poor Person ... in books of 50 with duplicate counterfoils	3	6
Form E	Account of Fees for Notifications to be sent to the Medical Officer of Health, with Receipt at Foot ... in books of 12	1	0
AR	Register of Cases to be kept by Superintendent (Master) ...	7	6
BR	Register of Cases to be kept by Relieving Officer ...	7	6

Fetter Lane, Fleet Street, London, E.C.

COLLECTORS
AND
TREASURERS.

MASTER'S
ACCOUNTS.

RELIEVING
OFFICER.

MEDICAL
OFFICER.

LUNACY ACTS

VACCINATION.

ASSESSMENT
COMMITTEES.

REGISTRARS.

URBAN
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS.

GENERAL
DISTRICT
RATES.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

CHILDREN ACT, 1908

(8 Edw. 7, Cap. 67).

N ^o .			s.	d.
	Abstract of Part I. of the Act , for posting up	<i>per 100</i>	8	0
	Circular , setting out the Provisions of Part I. of the Act, to be sent to persons receiving Infants for reward... ..	<i>per 100</i>	5	0
	Do. do.	<i>per 250</i>	10	0
A	Register of Infants received by Persons for Reward... ..	<i>per quire</i>	7	6
B	Register of Persons from whom Notice has been received, together with a Record of the number of Infants which may be kept in the dwelling... ..	<i>per quire</i>	7	6
C	Notice to be given to Local Authority by Persons receiving Infants for Reward (s. 1 (1))	<i>per quire</i>	3	0
D	Notice of Change of Address to Local Authority (s. 1 (4))	"	3	0
E	Notice to Local Authority of Death or Removal of Infant (s. 1 (5))	<i>per quire</i>	3	0
1	Information for failing to give Notice (s. 1 (7))	"	3	0
2	Summons for failing to give Notice (s. 1 (7))	"	3	0
3	Conviction, Fine	"	3	0
4	Do. Imprisonment	"	3	0
5	Commitment, Fine, Imprisonment	"	3	0
6	Do. Imprisonment	"	3	0
F	Form of Appointment of Infant Protection Visitor (s. 2 (2))	<i>per doz.</i>	1	0
G	Visitor's Note Book	"	3	0
H	Authorisation by Local Authority of Persons to exercise the Powers of Infant Protection Visitors (s. 2 (2))	<i>per quire</i>	3	0
I	Report to Local Authority upon Child... ..	"	3	0
J	Exemption of Persons from Visitation... ..	"	3	0
7	Warrant authorising Visitor or other Person to enter premises	<i>per quire</i>	3	0
K	Application by Visitor or other Person to Local Authority for an Order of Removal of Infant	<i>per quire</i>	3	0
8	Information for Removal of Infant improperly kept (s. 5 (1))	"	3	0
9	Summons	"	3	0
10	Order for Removal of Infant	"	3	0
11	Information for refusing to comply with Order for Removal of Infant (s. 5 (2))	<i>per quire</i>	3	0
L	Notice to Coroner of Death of Infant	"	3	0
14	Information for failure to give notice to Coroner of Death of Infant (s. 6 (2))	<i>per quire</i>	3	0

N.B.—For Magisterial Proceedings under the different sections of this Act, see Shaws' Special List of Magisterial Precedents.

SHAW & SONS, Stationers and Lithographers,

RELIEF TO SCHOOL CHILDREN ORDER, 1905.

No.		s.	d.
A	Register of Children to whom Relief has been granted on special application <i>in books of 1 quire</i>	8	6
B	Order of Relieving Officer on Tradesman to supply Food to Children <i>in books of 100</i>	2	6
1	Notice by Guardians to Father where case is not of sudden and urgent necessity that Relief to the Child will be given by way of Loan <i>per quire</i>	3	0
2	Notice by Guardians to Father where case is not one of sudden and urgent necessity that Relief given to or on behalf of the Child will be considered as given to himself <i>per quire</i>	3	0
3	Notice by Guardians to Father in case of sudden and urgent necessity that Relief to the Child will be given by way of Loan <i>per quire</i>	3	0
4	Notice by Relieving Officer in case of sudden and urgent necessity that Relief to the Child will be given by way of Loan <i>per quire</i>	3	0

LOCAL GOVERNMENT ACT, 1888

(51 & 52 Vict. c. 41).

REPAYMENTS FROM COUNTY COUNCILS.

B97b	Statement of Salaries paid to Teachers and of the sum claimed in respect of such Teachers under s. 24 (2 (a)) <i>per quire</i>	3	0
Do. <i>in books of 1 quire each</i>	7	6
B97c	Claim for the Costs of the Officers of the Union and of District Schools to which Union contributes under s. 26 <i>per quire</i>	3	0
3b	Claim for Repayment of School Fees of Pauper Children sent from Workhouse, s. 24 (2 (c)) <i>per quire</i>	3	0
Do. <i>in books of 1 quire each</i>	7	6
5b	Claim for Repayment of one-half of Salaries of Medical Officers and Inspectors of Nuisances (Rural and Urban), s. 24 (2 (c)) <i>per quire</i>	3	0
Do. <i>in book</i> „	8	6
B317	Claim for Payment towards Remuneration of Registrar, s. 24 (2 (d)) <i>per quire</i>	3	0
Do. <i>in book</i> „	7	6
113	Statement as to each Pauper Lunatic chargeable to the Union in respect of whom a claim is made upon the County Council for contributions towards his maintenance, s. 24 (2 (f)) <i>per quire</i>	3	0
Do. <i>in books of 1 quire each</i>	7	6
113a	Continuation Sheets of the above <i>per quire</i>	3	0
113b	Summary Form of above containing columns for the totals of the several sheets giving particulars of the Pauper Lunatics <i>per quire</i>	3	0
113d	Preparatory Form, similar to the above, but with additional columns showing the Quarterly Payments to Asylum <i>per quire</i>	4	0
Do. <i>in books, half-bound, 1 quire</i>	10	6

Fetter Lane, Fleet Street, London, E.C.

COLLECTORS
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MASTER'S
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RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACORIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

ARCHBOLD'S REMOVAL PRECEDENTS.

Corrected in accordance with the Union Chargeability Act, 1865 (28 & 29 Vict. c. 79).

Class.	Letter.	Removal of Paupers (NOT Suspended.)				
1	A	Complaint of Chargeability	3s. 6d. per quire, or 12 sets for 6s.
	B	Notice of Chargeability and Grounds of Removal	
	C	Examination	
	D	Order of Removal	
2	B	Notice of Chargeability and Grounds of Removal	At 4s. per quire.
	C	Examination	
	D	Order of Removal	
	E	Containing all the Forms in Class 1, printed on one Sheet large thick Post Paper	
	F	Containing all the Forms in Class 2, printed on one Sheet large thick Post Paper	3s. per quire.
	M	Consent to removal	
	N	Notice of Abandonment	

Suspended Order of Removal.

3	A	Complaint of Chargeability	3s. 6d. per quire, or 12 sets for 6s.
	G	Notice of Chargeability and Grounds of Removal	
	C	Examination	
	H	Order of Removal, with Suspension and subsequent Order to execute the same, and for Costs	
4	G	Notice of Chargeability and Grounds of Removal	At 4s. per quire.
	C	Examination	
	H	Order of Removal, with Suspension, &c.	
	K	Containing all the Forms in Class 3, printed on one Sheet large thick Post Paper	
	L	Containing all the Forms in Class 4, printed on one Sheet large thick Post Paper	

Any one of the Forms A, B, C, D, G, and H, may be purchased separately at 3s. 6d. per quire.

No.		s.	d.
111	Extract from the Minutes of the Board of Guardians, 7 & 8 Vict.		
	C. 101 per quire	3	0
112	Certificate of Chargeability	3	0
113	Special authority to make Application to Justices	3	0
76	Order of Removal Book, containing columns for entering full particulars of Paupers removed	8	0

SHAW & SONS, Printers and Publishers,

BONDS, CONTRACTS AND TENDERS.

No.					
1	Treasurer's Bond, revised in accordance with the Order of the Local Government Board dated 28th Nov., 1903, where Treasurer is not a banker	Settled by W. G. LUMLEY, Esq.	
1a	Treasurer's Bond, where Treasurer is a banker		
2	Relieving Officer's Bond		
3	Contract and Bond for supplying the Poor		
4	District Medical Officer's Contract		
5	Master of the Workhouse Bond		
6	Contract, Workhouse Medical Officer's		s. d.
8	Collectors of Poor Rate Bond		per quire 6 0
210	Collectors of the Guardians' Bond		each 0 4
9	Clerk's Bond		
10	Contracts for the Reception of Children under 16, from one Union into the Workhouse of the other Union (14 & 15 Vict. c. 105, s. 6)		
174	Solvency of Sureties, Certificate of Householders as to	per quire	s. d. 3 0
127	Assistant Overseer's Bond, where security to be given to the Guardians, revised in accordance with the Local Government Act, 1894	each	0 6
129	Form of Security or charge upon Poor Rates. Parchment	"	2 6
V 2	Form of Vaccination Contract, revised in accordance with the Vaccination Order, 21st May, 1907	per quire	6 0
V 3	Vaccination Contract with Medical Officer of Workhouse	each	0 4
For Complete List of Vaccination Forms, see pp. 72-74.					
7a	Notice inviting Tender	per quire	4 0
7a*	Do. do. and Contract	"	6 0
7b	Tender and Contract	"	6 0
7c	Guardians' Acceptance	"	3 0
7*	Bond only	"	6 0
7	Tender, Contract and Bond	"	6 0
B 63	Book for Entering Contracts, oblong, half-bound	"	8 0

Fetter Lane, Fleet Street, London, E.C.

COLLECTORS
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REGISTRARS.

URBAN
DISTRICT
COUNCILS'
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SURVEYORS.

GENERAL
DISTRICT
RATES.RURAL
DISTRICT
COUNCILS'
ACCOUNTS.SURVEYORS
(RURAL).BYELAWS,
FACTORIES, &
ALLOTMENTS.PUBLIC
HEALTH.

ENGRAVED HEADINGS.

		s.	d.
Engraved Heading with Name of Union, Clerk's Name and Address, &c., on superfine foolscap per ream, from	22	6
Do.	do., superfine laid, large post 4to	18	0
Do.	do. large note	7	6

For full particulars of Stationery see pp. 253-305.

ENVELOPES—OFFICIAL.

Addressed to "Local Government Board," "Inspector," or "Board of Education."

Where 500 or upwards are ordered the name of the Union is inserted in address free of charge.

No.		s.	d.
12	9 in. by 4 in., foolscap size, extra high flap	per 100	4 0
12a	9 " 4 " pocket shape	"	4 0
15	11 $\frac{7}{8}$ " 4 $\frac{7}{8}$ draft size "	"	5 0

Addressed to "Registrar General."

12	9 in. by 4 in., foolscap size, extra high flap	"	4 0
12a	9 " 4 " pocket shape	"	4 0
16	13 $\frac{1}{2}$ " 5 for Quarterly Abstract, laid paper	"	8 0
16a	13 $\frac{1}{2}$ " 5 " " pocket shape	"	8 0

Addressed to "The Clerk to the Guardians, Poor Law Offices."

	5 $\frac{1}{2}$ in by 3 in., commercial size	per 250	5 0
	9 " 4 foolscap size	" 100	3 0
26	Printed Covers for Letters to L.G.B., post size		1 3
Do.	do. demy		1 6

ENGRAVED CHEQUES.

Cheques handsomely engraved, with name of Union, Bank, Treasurer, &c., on fine thick post paper, agreeably to Order dated April 7, 1857, perforated, with counterpart, and bound in

10 books of 100 each from 27 6

N.B.—Plates not Charged.

Specimen Book and Quotations on application.

Remittance Form to accompany cheque, with receipt attached, perforated, with counterpart	in books of 100 each	4 0
Do.	do., 5 books filled in with name of Union	25 0

SHAW & SONS, Stationers and Lithographers,

Edmonton Union

No

19

Received of

L



Edmonton Union.

19

Received of
the sum of

in respect of

L

Specimen.
Shaw & Sons, London.

on behalf of the above named Union

CLERK TO THE GUARDIANS.



N^o

EAST WELLINGLY UNION

19

To HAROLD JOHN KERRY, ESQ., Treasurer of the Guardians
the Poor of the East Wellingly Union, in the County of York,

AT THE YORK CITY AND COUNTY BANKING COMPANY, LIMITED,
EAST WELLINGLY.

Pay to
the sum of
and charge the same to the account of the said Guardians.

Countersigned by

Shaw & Sons, London

CLERK TO THE SAID GUARDIANS.

N.B.—THE GUARDIANS REQUEST THAT THIS ORDER MAY BE PRESENTED FOR PAYMENT WITHIN 14 DAYS FROM THE DATE HEREOF
TO THE TREASURER AT HIS HOUSE OR USUAL PLACE OF BUSINESS AND WITHIN THE USUAL HOURS OF BUSINESS.

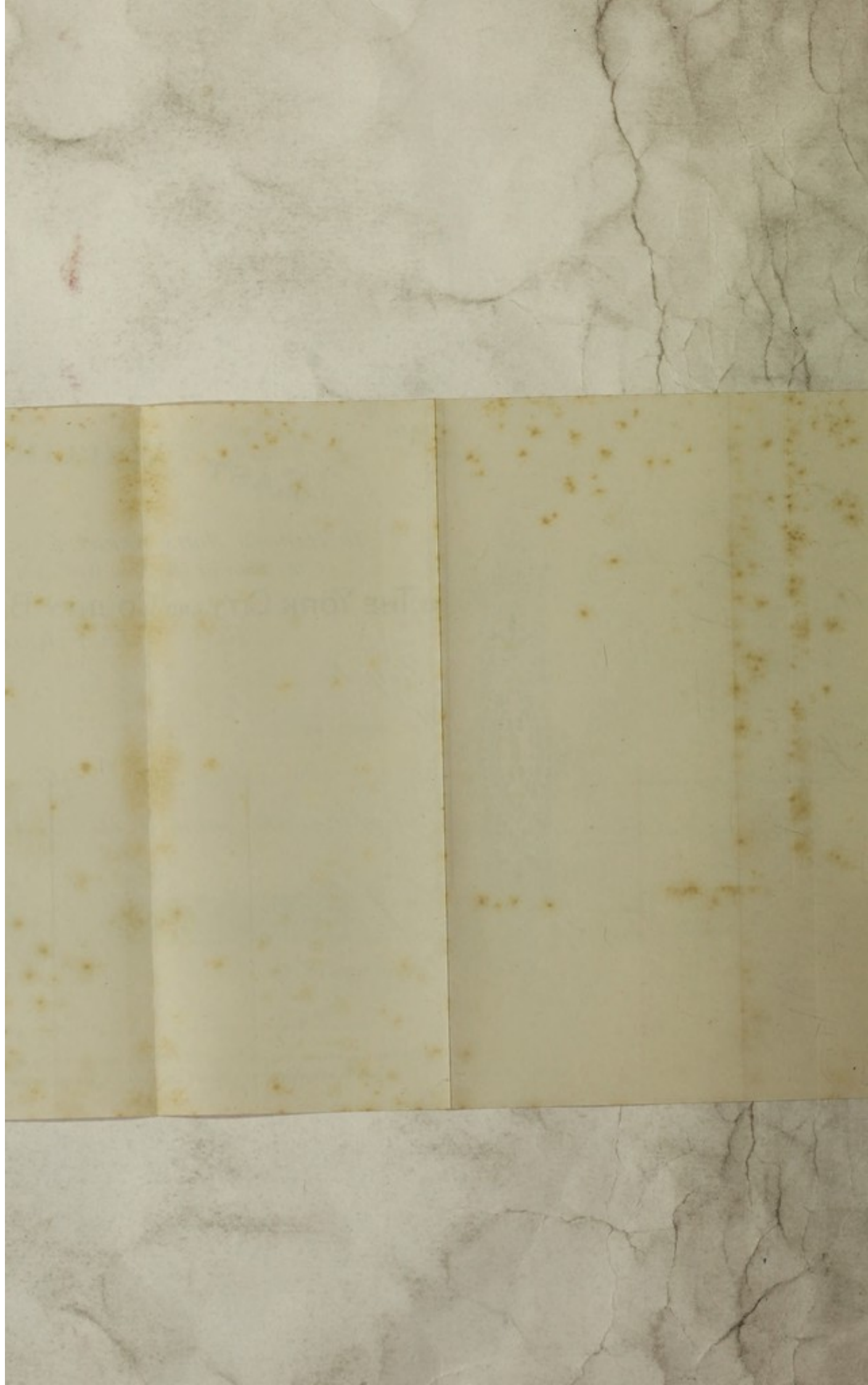
PRESIDING
CHAIRMAN.

GUARDIANS.

CLERK.

PRESIDING CHAIRMAN.

GUARDIANS
OF THE POOR OF THE
SAID UNION.



Edmonton Union

No

19

Received of

L



Received of
the sum of
in respect of

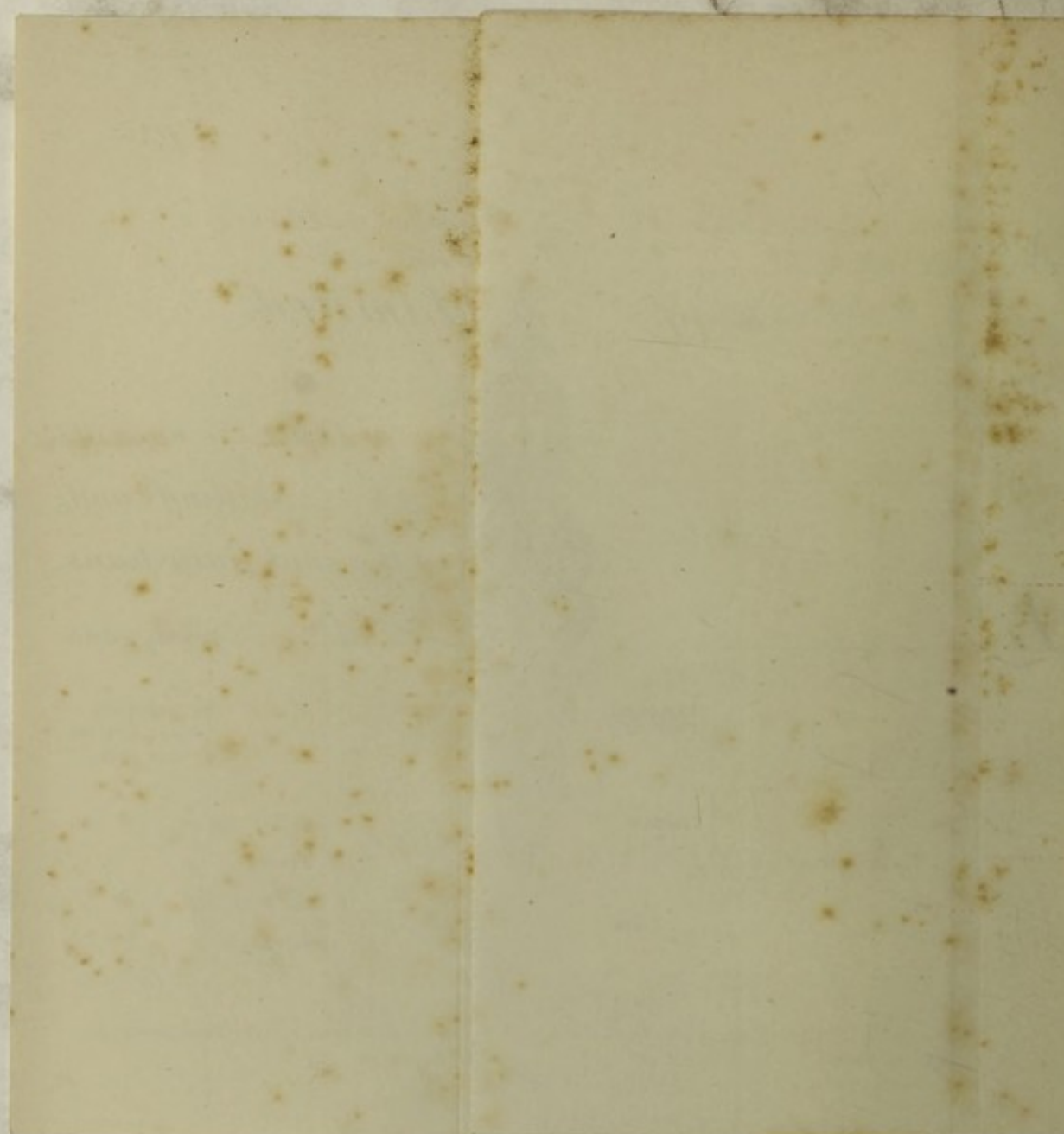
L

Edmonton Union.

19

Specimen.
on behalf of the above named Union
Shaw & Sons London.

CLERK TO THE GUARDIANS.



N^o _____

DORE UNION,

190

N^o _____

190

Name _____

Address _____

£ . s . d

Cheque _____

P.O.O. _____

Stamps _____



Sir

I have the pleasure of enclosing you
value £ _____
being the amount of your Account
against the Guardians of this Union
for _____
and will thank you to send me a
receipt on the accompanying form
Yours faithfully,

SPECIMEN.
SHAW & SONS, LONDON.

CLERK TO THE GUARDIANS.

CLERK.

To _____

190

N^o _____

Received of the Guardians of the Poor of the **DORE UNION**

Pounds

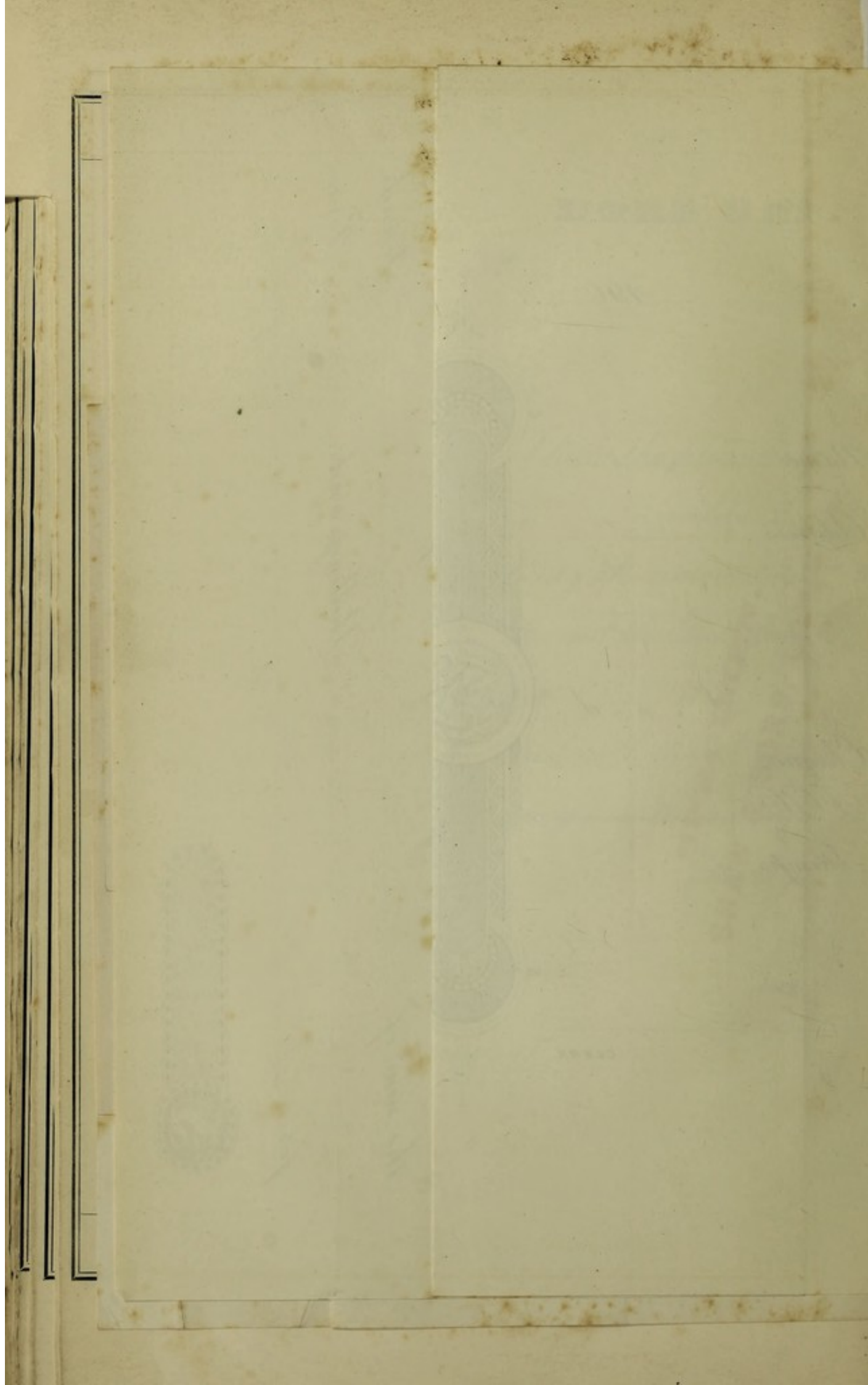
Pence

the sum of

Shillings and

for





ELECTION OF GUARDIANS. **(OUTSIDE LONDON.)**

Forms priced at 1s. per doz. can be supplied in quantities at 3s. per 50, 6s. per 100, 25s. per 500; those at 2s. per doz. 4s. per 50, 8s. per 100, 35s. per 500.

No.		s.	d.
1	Notice of Election per doz.	2	0
1 ^a	Do. do., Casual Vacancy... .. "	2	0
1a	Nomination Paper... .. "	1	0
1b	Do., with Wards "	1	0
1b ^a	Do. do., Casual Vacancy ... * ... "	1	0
2	Statement as to Persons Nominated "	2	0
2a	Notice to Returning Officer for Election of Urban District Councillors as to persons elected as Guardians... .. per doz.	2	0
3	Notice that no Poll will be taken "	1	0
3a	Copy of above Notice, with Circular attached, to be sent to persons elected per doz.	2	0
4	Notice where no Candidates are Nominated "	1	0
5	Notice of Poll for Election of Guardians only "	2	0
6	Do. do., and Urban District Councillors together, to be given by Deputy Returning Officer per doz.	2	0
7	Declaration of Result of Poll "	1	0
8	Notice of Result of Election "	2	0
8a	Circular to accompany Copies of the above Notice, to be sent to the overseers and persons elected or deemed to be re-elected per doz.	1	0
8 ^a	Appointment of Deputy Returning Officer (with general powers) per doz.	1	0
9	Do. do. (with limited powers) "	1	0
10	Notice to Candidate of Decision of Returning Officer as to validity of Nomination per doz.	1	0
13	Notice of Withdrawal of Candidature "	1	0
15	Notice to Returning Officer of Name and Address of Agent to attend Counting of Votes per doz.	1	0

Fetter Lane, Fleet Street, London, E.C.

COLLECTORS
AND
TREASURERS.

MASTER'S
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RELIEVING
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DISTRICT
RATES.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACORIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

FORMS, INSTRUMENTS, ETC., REQUIRED AT THE POLL.

No.			s.	d.
16	Ballot Boxes (<i>see p. 249</i>).			
17	Secret Compartments (<i>see p. 248</i>).			
18	Indelible Pencils for marking the Ballot Papers ...	<i>per doz.</i>	2	0
	Black Lead Pencils	"	1	0
19	Stamping Instruments (<i>see p. 250</i>).			
20	Directions for Guidance of Voters	<i>per doz.</i>	2	0
21	Broadside as to corrupt and Illegal Practices ...	"	3	0
22	Presiding Officer's Sundries (<i>see p. 249</i>)... ..	<i>per set</i>	2	6 and 5 0
23	Ballot Papers printed to order.			
24	Tendered Ballot Papers do.			
25	Tendered Votes List	<i>per doz.</i>	1	0
26	Declaration of Secrecy	"	1	0
27	Appointment of Presiding Officer, with Declaration of Secrecy ..	"	2	0
28	Do. Clerks	"	1	0
28a	Do. Counting Assistants	"	1	0
29	Instructions to Presiding Officers and Clerks...	"	3	0
30	Declaration of Inability to Read	"	1	0
31	List of Votes marked by Presiding Officer	"	1	0
32	Questions, Oaths, and Affirmations to be put to, or made by, Voters	<i>per doz.</i>	2	0
	New Testament to Administer Oaths to Voters	<i>each</i>	0	6
	Old Testament to administer Oaths to Jews	"	0	6
33	Ballot Paper Account, or Presiding Officer's Statement	<i>per doz.</i>	1	0
34	Notice of Time and Place for Counting Votes ...	"	1	0
35	Sheets for Adding up Votes (Shaws' Improved) ...	"	2	0
35a	Do. do., with Candidates' Names printed at top on the shortest notice at an extra charge.			
36	Statement of Returning Officer of Votes rejected and as to verification of Ballot Papers	<i>per doz.</i>	2	0
36a	Report of Deputy Returning Officer to Returning Officer of Votes rejected and as to verification of Ballot Papers ...	<i>per doz.</i>	2	0
37	Appointment of Polling Agent	"	1	0
38	Appointment of Agent to Attend Counting of Votes ...	"	1	0
39	Notice of First Meeting of Board of Guardians ...	"	1	0

SHAW & SONS, Printers and Publishers,

INDIA RUBBER STAMPS.

"AIR CUSHION" STAMPS.

The following Prices are for Stamps only. Box, Pad, Ink, and Brush, 1/- extra.

No. 176

MIDDLE WARD
SUB-COMMITTEE
OF THE
KING'S LYNN
LOCAL PENSION COMMITTEE.

Price 5/6

No. 177

COLWYN BAY
SUB-COMMITTEE OF THE
DENBIGHSHIRE
LOCAL PENSION COMMITTEE.

Price 5/6

No. 1506



Price 8/-

No. 1090



Price 5/-

No. 024



Price 5/-

No. 177

BUNTINGFORD
SUB-COMMITTEE OF THE
HERTFORDSHIRE
LOCAL PENSION COMMITTEE.

Price 5/6

No. 176

KEARSLEY
SUB-COMMITTEE
OF THE
LANCASHIRE
LOCAL PENSION COMMITTEE.

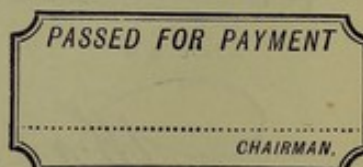
Price 5/6

No. 1507



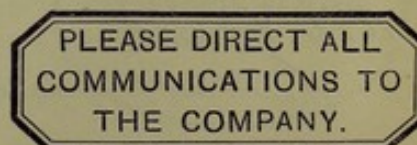
Price 5/-

No. 1644



Price 4/-

No. 511



Price 4/-

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OFFICER.

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OFFICER.

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VACCINATION.

ASSESSMENT
COMMITTEES.

REGISTRARS.

URBAN
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS.

GENERAL
DISTRICT
RATES.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

INDIA RUBBER STAMPS.

GENERAL STAMPS—"AIR CUSHION."

TOLLINGTON DISTRICT COUNCIL	
RECEIVED	
ACK.	
ANS'D	
COMMITTEE	

No. 1502—Price 4/6

Exd	
All'd	
FINANCE COMMITTEE CARDIGAN UNION	

No. 1504—Price 4/6

Approved subject to compliance with the several Statutes and the Bye-Laws and Regulations in force within the Purley Rural District this _____ day of _____ 19

Chairman

Clerk

N.B. No footings or drains to be covered unless seen and approved by the Surveyor.

No. 1501—Price 10/6

BANKING STAMPS.

LONDON & COUNTY BANK LTD
EPSOM BRANCH.
A/c RICHARD W. BARNARD.

A.C. 26—Price 4/6

PAYABLE AT MESSRS
GLYN, MILLS, CURRIE & CO

A.C. 25—Price 3/6

REGISTERED
LONDON JOINT STOCK BANK, LD
PADDINGTON BRANCH.

19

A.C. 27—Price 4/6

"AIR CUSHION" AUTOGRAPH STAMPS.

Frederick W. Perkins

Price 4/6

Wallf

Price 4/6

A. H. Henniker
Lieutenant Adjutant.

Price 6/6

E. G. Dulcken

Price 4/6

J. W. G. Dover

Price 4/6

Graham Gosling

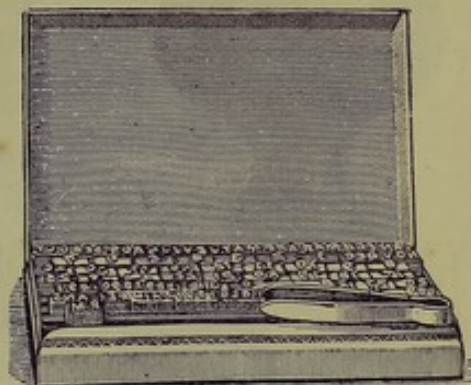
Price 4/6

INDIA RUBBER STAMPS.

PATENT "AIR CUSHION" DATING STAMPS



Produce Clean Impression
on Most Uneven Surface;
are provided with a
Slot to hold Type for
Date Line, and are
supplied complete
with a set of
Solid Rubber Dates,
Pad, Ink, and Brush.



Box of Solid Rubber Dates.

COLLECTORS
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REGISTRARS.

URBAN
DISTRICT
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ACCOUNTS.

SURVEYORS.

GENERAL
DISTRICT
RATES.

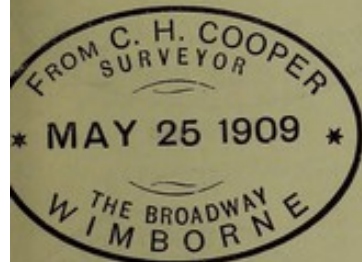
RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

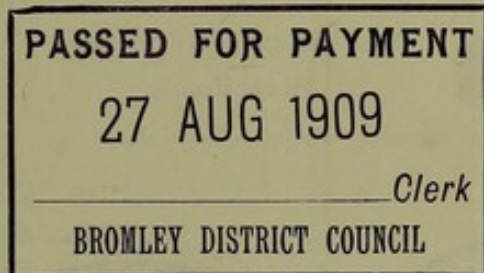
PUBLIC
HEALTH.

No. 1093.



Price 8/-

No. 1115



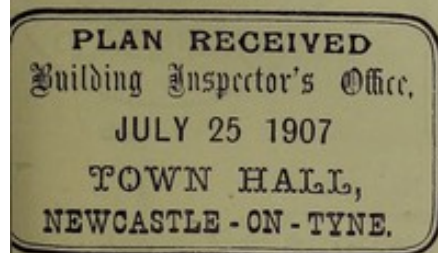
Price 10/-

No. 373½



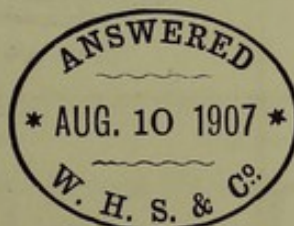
Price 8/-

No. 715



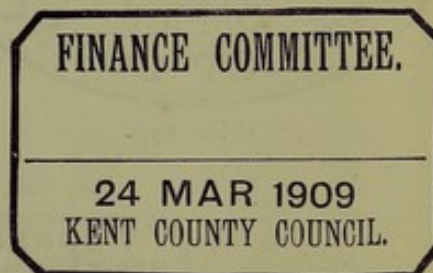
Price 8/-

No. 483½



Price 8/-

No. 506



Price 8/-

No. 015½



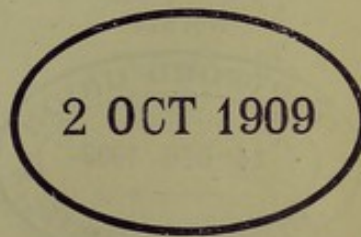
Price 8/-

No. 164



Price 8/-

No. 474½



Price 10/-

INDIA RUBBER STAMPS.

"CLIMAX" DATERS.

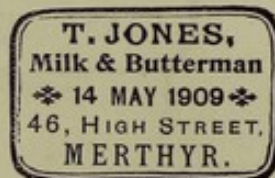


No. 026



Price 17/-

No. 646



Price 9/6

No. 474



Price 9/6

No. 023



Price 9/6

No. 473 1/2



Price 9/6

The following Prices are
for Stamps only.

Box, Pad, Ink, and Brush,
1/- extra.

Solid Nickel Frame,
Highly Polished.

Revolving Date Bands.

Nos. 026 and 1116 in Solid
Brass Frame.

No. 1116



Price 17/-

No. 025



Price 9/6

No. 1118



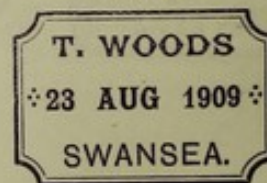
Price 9/6

No. 373 1/2



Price 9/6

No. 163



Price 9/6

NEWMARKET UNION.

No.

19

Mr.

for

(Lunatic) (Indoor) (Outdoor)

from

19

to

19

weeks @

L

THIS PART TO BE RETAINED BY THE COLLECTOR.



No.

Received of

the sum of

and

respect of the maintenance of

from

19

@

L

Newmarket Union.

day of

19

Pounds

Shillings

Pence on behalf of the above named Union in

respect of the maintenance of

from

19

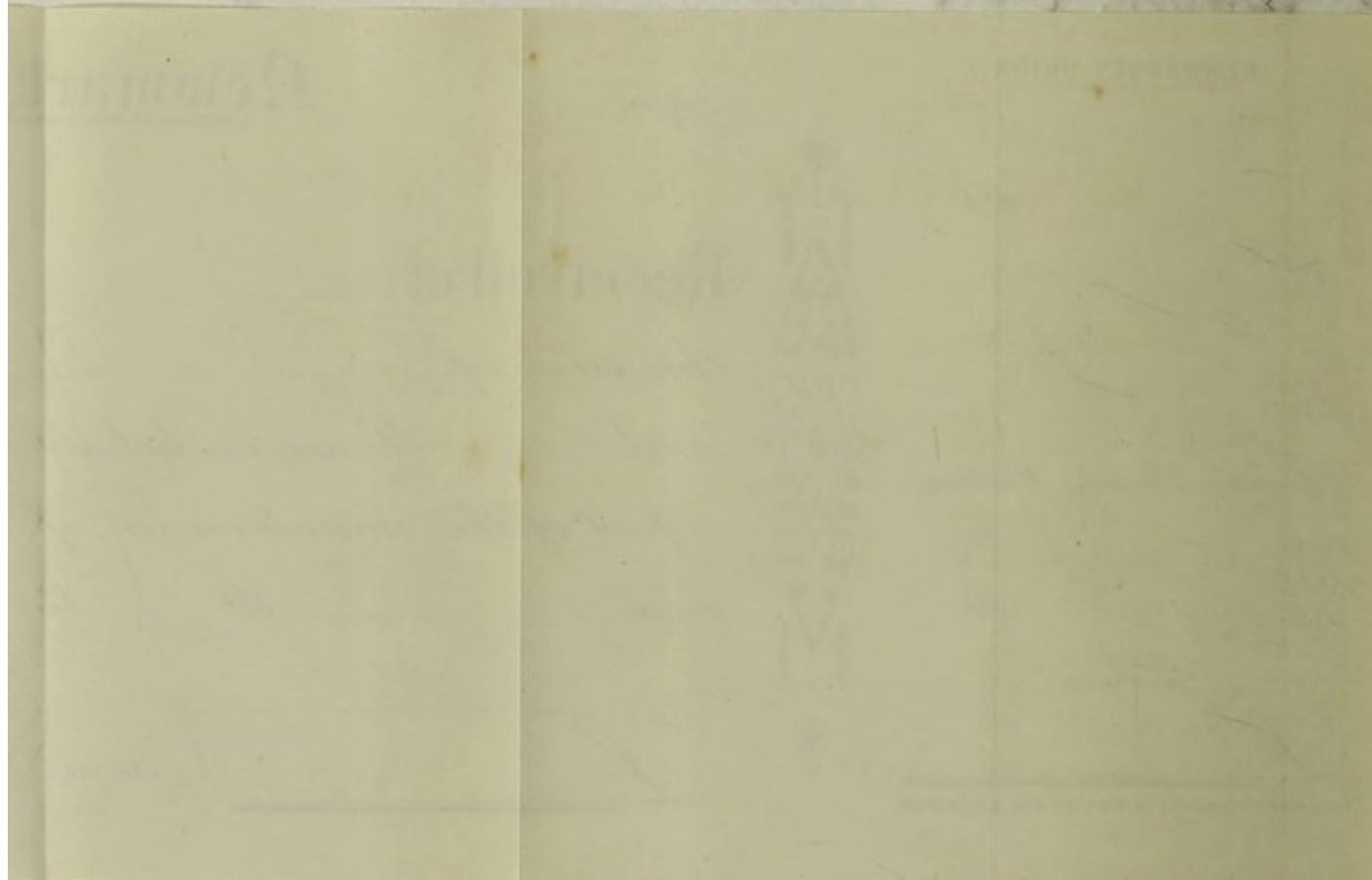
to

19

weeks

SIGNED

Collector for the said Union.



Collectors' Books and Forms.

41

No.		s.	d.
41	Declaration of Acceptance of Office in books	9	0
	Notices —"The Way In," "The Way Out," "Polling Station," "Apply here for Ballot Papers" each	0	1
	Also "Apply here for Ballot Papers," on Cardboard ..	0	3
124	Register of Ratepayers in books of 1 quire	7	0

ESTIMATES FOR QUANTITIES.

Complete List of Forms required at Election of Rural District Councillors (pages 109-111)
and Parish Councillors (pages 245-247) post free on application.

Collector for the Guardians.

SCHEDULE C.

C 1	Receipt and Payment Book , 6½ in. by 10 in., leather circuit 2 quires	4	6
	Do. do. 3 "	5	6
C 1a	Do. do., foolscap, half-bound 1 quire	7	0
C 1a*	Do. do., arranged in columns for In-maintenance, Out Relief, Lunatics, and other Receipts 1 quire	7	0
C 2	Receipt Check Book , neatly lithographed in books of 100	2	0
	Do. do. 200	3	6
	Receipts for monies received in respect of Maintenance of Relatives, neatly lithographed with name of Union, &c. 250	13	6
	Do. do. 500	17	6
C 2*	Collectors' Receipt Check Book , arranged with 5 receipts on an opening, and with columns showing the Account to which the payment is credited in books of 500 receipts	6	0
C 3	Ledger , hand-made demy, bound full calf 5 quires	32	0
	Do. do. half rough calf 5 "	26	0
C 3a	Do. do., foolscap, half-bound 2 "	10	0
C 3b	Do. do., one Account on an opening, half-bound 2 "	14	0
C 3c	Collector's Ledger , showing Weekly Payments, one half-year to an opening, 20 entries on a page 1 quire	8	0
	Do. do. 2 quires	11	6
C 3*	Collector's Ledger , arranged with long and short leaves, showing the Weekly Payments for one half-year on an opening, with Quarterly Summary at end, 30 entries on a page 1 quire	15	0
	Do. do. 2 quires	21	0
	Do. do. 3 "	27	0

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COLLECTORS
AND
TREASURERS.

MASTER'S
ACCOUNTS.

RELIEVING
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RATES.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACTORIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

No.		s.	d.
C 5	Monthly Statement , showing the names of all persons required to contribute towards the Maintenance of their Relatives <i>per quire</i>	4	0
C 6	Application for cost of Maintenance, lithographed, 8vo	1	6
C 7	Do. do, with counterparts ... in books of 100	3	6

Treasurers' Books.

SCHEDULE D.

Treasurers' Bonds (*see p. 37*).

D	Receipt and Payment Book , 6½ in. by 10 in., in parchment ...	7	0
D 1	Do. do., foolscap ... 1 quire	7	6
	Do. do. ... 2 quires	10	0
D 2	Pass Book ...	5	0
D 3	Receipt for Money received from Overseers ... in books	1	0

Master of Workhouse.

SCHEDULE E.

E 1	Inventory Book , prescribed form, 15 in. by 11 in. .. 2 quires	9	0
E 1a	Do. , improved form, 14 in. by 10 in. ... 2 „	10	0
	Do. do. ... 3 „	12	6
	Do. do. ... 4 „	15	0
E 1*	Inventory Cards for hanging up in each Ward (showing the articles in such Ward) ... per 100	18	0
E 1b	Inventory Book in the form recommended in the Report of the Departmental Committee ... 2 quires	9	0
E 1c	Supplement to Inventory , bound up in the form proposed in the report of the Departmental Committee <i>re</i> Workhouse Accounts, comprising three separate forms—(i.) Bedding and Linen; (ii.) Hardware; (iii.) Crockery—divided by vellum tabs 3 quires	15	0
	Do. do. ... 4 „	20	0
	Do. do. ... 5 „	25	0
E 1c*	Inventory Cards for hanging in each Ward (showing the articles in such Ward), arranged as in Supplement to Inventory per 100	18	0

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
E 2	Admission and Discharge Book , 15 in. by 11 in., with the Classification of Classes prescribed in the Workhouse Regulation (Dietaries and Accounts) Order, October, 1900 ... 2 quires	10	0
	Do. ... 3 "	12	6
	Do. ... 5 "	18	0
E 2	Do. Longer Form, containing the two Classifications	15	0
2 b	Receiving Ward Admission and Discharge Book ... 2 "	10	0
E 3	Admission and Discharge Book for Casual Paupers, with food columns 2 quires	9	0
	Do. do. ... 3 "	12	0
	Do. do. ... 4 "	15	0
	Do. do. ... 5 "	18	0
E 3a	Do. do., without food columns, same prices and sizes as above.		
E 4 & 5	In-door Relief List and Abstract , 15 in. by 11 in. in books of 2 quires	10	0
	Do. ... 3 "	12	6
	Do. ... 5 "	18	0
E 4 & 5a	Do., deep form, 14 in. by 22 in., 55 lines to a page "	24	0
E 4*	Auxiliary Form of JANUARY and JULY RETURN to be forwarded by the Master to the Clerk half-yearly ... per quire	3	0
E 6	Master's Day Book , without Summary, half-bound ... 2 quires	8	0
E 6 & 7	Do. do., with Quarterly Summary ... 2 "	8	0
E 7	Summary , bound by itself, ordinary form, 10 in. by 13½ in. 2 "	10	0
E 7*	Do. do., another form, extra large size, oblong, 20 in. by 11½ in. ... 1 quire	15	0
E 7a	Summary of Master's Day Book , another form, with vertical columns for "Weeks" and horizontal lines "Names of Tradesmen," in books of 1 quire	15	6
	Do. ... 2 quires	19	6
E 8	Receipt and Payment Book , foolscap size ... 2 "	7	0
E 8*	Do. do., new form, with separate columns for the different accounts ... 2 quires	10	0
	Master's Postage Account Book , half-bound ... 1 quire	4	6
E 9	Master's Receipt Check Book , quarter-bound ... in books of 100	2	0
E 9*	Do. do. arranged on Carbon system 100 in duplicate	2	6
E 23	Receipt Book for Petty Payments made by the Master, in books of 100	2	0
E 19	Master's Report and Journal (letter U), corrected in accordance with Form A ...	12	0

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MASTER'S
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OFFICER.

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ASSESSMENT
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REGISTRARS.

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SURVEYORS.

GENERAL
DISTRICT
RATES.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

No.		s.	d.
E 20a	Visitors' Book (<i>General Consolidated Order, July 24th, 1847, Article 148</i>)	8	6
E 220	Creed Register, prescribed by Order of the Poor Law Board, 26th November, 1868, and required to be used by the Circular Letter of the Local Government Board, 14th September, 1900, 2 quires	9	0
Do. 3 "	11	6
Do. 5 "	16	0

PROVISION ACCOUNTS.

E 10	Daily Provision Consumption Account Book, with Sick and Vagrants Diets, <i>half-bound</i> , one day to each opening	<i>half-year</i>	25	0
E 10a	Do., do., without the Sick and Vagrants Diets	<i>half-year</i>	17	6
	<i>Dietary Scales printed in to order.</i>			
E 11	Weekly Summary by itse'f	1 year	8	6
	Do.	2 years	10	0
Form G.	The Daily Provisions issued from and returned to Stores Account (Art. XII. (1))	book for the half-year	27	6
Form G ^a .	Do., do., with two days on an opening	„ „	17	6
Form H.	The Weekly Net Provisions issued from Stores Account	books for 1 year	12	6
Do.	do.	„ 2 years	18	6
E 12	Weekly Provision Receipt and Consumption Account, with Quarterly Summary and Balance Account, printed with full List of Articles to agree with Forms G & H	<i>half-bound, 1 year</i>	16	0
13, 14				
	Do.	2 years	20	0
E 12	Weekly Provision form by itself...	<i>half-bound, 1 year</i>	12	0
	Do.	2 years	16	0
E 13 & 14	Summary and Balance, separately	3 „	10	0
	Do.	4 „	12	0
11a	Invoice Dissection Book, with the Provisions and Necessaries printed to agree with the other Accounts	...	12	0
E 12a	Weekly Value Book, showing the Value of Provisions (12a) and Necessaries (20b) used each week	... 1 quire	12	0
20b				
	<i>($\frac{1}{2}$ quire of each form.)</i>			
E 20	Necessaries and Miscellaneous Account and Quarterly Summary and Balance Account	<i>in book for 1 year</i>	12	6
21, 22				
	Do.	„ 2 years	17	6
	Do.	„ 3 „	21	0

No.		s.	d.
E 20	Weekly Account, separately 1 year	10	0
	Do. do. 2 years	12	0
E 21 & 22	Summary and Balance, separately 3 "	10	0
	Do. 4 "	12	0

Articles printed in to order.

SHAWS' Handy Calculator , showing instantly the quantities of the different ingredients required in the preparation of 1 to 500 pounds or pints of any Composite Food	5	0
SHAWS' Tables for calculating the quantities of provisions or liquids issued or consumed, and also for calculating the waste in cooking and distribution	1	6

WORKHOUSE REGULATION (DIETARIES AND ACCOUNTS) ORDER, 1900.

	s.	d.
Form A. Skeleton Dietary Tables for filling in the Selected Dietaries <i>per quire</i>	6	0
Form B. do. for Sick Inmates ... <i>per quire</i>	6	0
Dietary Tables for Children under 3 Years of Age for the use of the Medical Officer in prescribing the Dietary for Children <i>per quire</i>	6	0
Selected Dietaries printed in to order at Moderate Prices.		
Ingredient Table , for use in the preparation of composite foods, printed on stout card, for hanging up in the Kitchen ... <i>per copy</i>	1	6
Form C. Statim Requisition <i>in books of 100</i>	3	6
Form D. Alternative Rations Issued in lieu of Dinner Ration. Foolscap 4to <i>in books of 100</i>	3	6
Do. do. <i>loose forms, per 100</i>	3	0
Form E. Diet Cards <i>per 100</i>	4	6
E* Account of Diets Supplied <i>2 quires</i>	10	6
Do. do. <i>3 "</i>	13	6
Form F. Alcohol Book <i>in books</i>	15	0
Form G. Daily Provisions Issued from and Returned to Stores Account (See page 44).		
Form H. Weekly Net Provisions Issued from Stores Account. (See page 44).		
Kitchen Book , to be kept by the Cook. Foolscap. Ruled and printed	7	6
Form X. Medical Officer's Report Book. This book is revised under Art. X., and contains a space for the Medical Officer to certify the result of his examination of Inmates as to their physical condition and fitness for employment for the purposes of classification <i>2 quires</i>	10	6

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URBAN
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SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

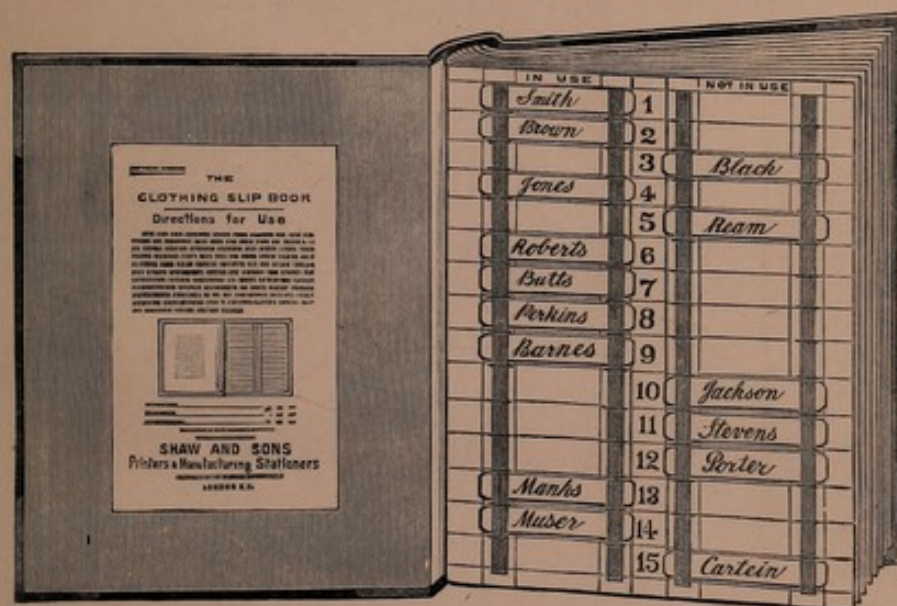
CLOTHING AND WASHING BOOKS.

No.		s.	d.
14	Pauper Clothing (List of Articles) Deposited Book	7	6
E 15	Clothing Materials Receipt and Conversion Account, 13 in. by 10 in., with half-yearly Balance in book of 2 quires	9	0
	Do. " 3 "	12	0
E 15a	Do. with 4 Accounts on opening " 2 "	9	0
E 15b	Balance of Clothing Account " 1 quire	10	0
E 16	Clothing Receipt and Expenditure Account in book of 2 quires	10	0
	Do. " 3 "	14	0
E 16*	Clothing Receipt and Expenditure Account, larger and improved form, giving a greater number of columns for Articles of Clothing 2 quires	12	0
E 16a	Half-yearly Balance of above " 1 quire	10	0
E 17	Balance of Clothing Receipt and Expenditure, Clothing Materials, and Furniture and Property Account " 1 quire	10	0
E 17a	Clothing Slip Book for 100 Suits (for description and full particulars see separate leaflet)	10	0
	Do. do. for 200 Suits	15	0
	Do. do. " 300 "	20	0
E 226	Washing Books for Males, with List of Articles	3	0
E 226b	Do. do. arranged for use with Carbon Paper	3	6
E 226a	Do. do. Females	3	0
E 226c	Do. do. arranged for use with Carbon Paper	3	6
E 226*	Washing Book for Male Officers, in duplicate, printed in blue ink, and arranged for use with Carbon Paper	3	6
E 226a*	Washing Book for Female Officers, in duplicate, printed in blue ink, and arranged for use with Carbon Paper	3	6
E 242	Paupers' (Female) Own Clothing Book	4	0
E 242a	Paupers' (Male) Own Clothing Book	4	0
E 245	Matron's Rough Store Book (3 patterns)—Clothing given out, Bedding, &c., Materials Conversion Account, half-bound 2 quires	12	0
E 301	Materials Conversion Account Book	7	6

THE CLOTHING SLIP BOOK.

(No. in List E 17a.)

THIS Book consists of strong cardboards consecutively numbered down the centre, and two tapes firmly sewn on either side of the figures and divided into spaces opposite each number; in these spaces a card is fixed on which the Name of the Pauper is written who has the suit in use corresponding with the number, and the card is then placed on the left side of the figure; should the suit be unused, the card is transferred to the right-hand side of the number; this arrangement enables the Master or Matron to see at a glance which suits are in use and which are not, and also saves an immense amount of writing and time in getting the sizes of Paupers who may be admitted and discharged frequently, as the clothes they are in the habit of wearing may be at once seen on reference to the Clothing Slip Book. See Diagram below:—



PRICES.

					s.	d.
Books for 100 Suits	10	0 each.
Do. 200 "	15	0 "
Do. 300 "	20	0 "

Books made for any number of Suits to Order.

SHAW & SONS,
LOCAL GOVERNMENT PRINTERS AND PUBLISHERS,
AND
MANUFACTURING STATIONERS,
FETTER LANE & CRANE COURT, LONDON, E.C.

No.		s.	d.
E 18	Farm Produce and Stock Account Book, with Quarterly Summary (Article 20, General Order of Accounts, 1867)	10	0
E 18a	Oakum Stock Account, foolscap 2 quires	10	0
E 18b	Stone Account Book, foolscap 2 „	10	0
E 18c	Pig Account, foolscap 2 „	10	0
E 172	Garden Produce Account Book	12	0
E 172a	Do. do. foolscap form 2 quires	10	0
E 173	Bread Making Account Book, with Quarterly Summary and Balance (new form) 1 year	12	0
E 173a	Another form of above, drawn and prepared by J. DOLBY, Esq. 1 year	12	0
	Do. 2 years	16	0
	Do. 3 „	20	0
E 173b	Tobacco and Snuff Book, being a Register of Inmates allowed to Smoke and use Snuff in the Workhouse, with Account of Tobacco and Snuff per book	10	0
E 173b*	Account of Tobacco used, being a Register of Inmates allowed to Smoke per book	8	6
E 173c	Extra Tea and Sugar Book, being an Account of extra Tea and Sugar given out by order of the Guardians to non-smokers and old women above 60 years of age 1 quire	12	0
E 203	Workhouse Visiting Committee Book as to Lunatics (25 & 26 Vict. c. 111, s. 37), corrected up to the present date	6	0
E 223	Paupers' Complaint Book...	8	0
E 227	Urgent Case, Notice to Medical Officer to attend in in books	2	0
E 227*	Do. do. arranged on the Carbon System... .. in books	2	6
E 228	Pauper transferred from Infirmary to the Workhouse, Medical Officer's Note to Master in book	2	0
	Nurse's Notice to Master of Discharge of Inmate from Infirmary to Workhouse in book of 100	2	0
E 232	Firewood, Request to receive, with counterpart for signature of Recipient in books	1	0
E 232*	Firewood Receipt Book, four on a page, arranged for use with Carbon Paper... .. in books of 400	6	0
E 232a	Firewood Delivery Notes and Receipts for Cash, with counterpart, in books of 100	2	6
E 315	Shoemaker's Account Book 2 quires	12	6

No.				s.	d.
E318	Tailor's Account Book, foolscap, oblong	... I quire	7	6	
E320	Wood Chopping Account Book, half-bound	... I „	15	0	
E320a	Wood Account Book, foolscap	... I „	8	6	
E323	Master's Temporary Order Book...	100 each	2	0	
E323*	Do. do. arranged on the Carbon System	„	2	6	
E324	Wages Account Book (Officers)	... I quire	8	6	
E325	Do. do. (Servants), with columns to show attendance each day of the week	... I quire	8	6	
10	Lunatic Certificate Book, with Index, half-white vellum	... 2 quires	10	0	
120c	Delirium Tremens or Infectious Disease, Medical Officer's Report detaining Poor Persons for, &c., 30 & 31 Vict. c. 106, half-bound in books, 2 quires		10	0	
M7	Articles required for use of the Workhouse, Book for entering	...	9	0	
M7c	Do. do., another form, arranged in columns	...	9	0	
M8	Requisition for Repairs	... in books of 100	3	0	
M9	Weekly Report of the Master of the Workhouse, corrected in accordance with Form A	...	15	0	
	Form A. Weekly Return of Master to Clerk	... per quire	3	0	
	Form B (c). Return from Master to Clerk	... 50 forms	3	0	
	B (c*). Do. in books with counterfoil	... 50 „	4	6	
M11	Tradesmen's Invoice Book	...	1	6	
M11b	Do. Time Book	...	10	6	
M11c	Bread Delivery Account Book, bound limp	... 52 leaves	2	6	
M11d	Milk Delivery Book, bound limp	... 52 „	2	6	
M11e	Meat Delivery Book, do.	... 52 „	2	6	
*The above, printed in with the name of Union and days of week, Three Books of One Kind, 15s. 6d.					
M12	Leave of Absence Book	...	9	0	
M12a	Leave of Absence Pass Book, with 100 Passes	...	2	0	
M12b	Do. do. also arranged for use with Carbon Paper		2	6	
M12c	Leave of Absence Pass Tickets for Officers	... in book of 100	2	0	
M12d	Master's Order to Porter to Discharge Inmate	... „ 100	2	0	
M13	Butcher, Order Book upon the	...	3	0	
M13a	Do. do. also arranged for use with Carbon Paper		3	6	
M13*	Do. do. another Form, with Master's Receipt on Delivery	... in book of 100	4	6	

No.		s.	d.
M16	Workhouse Punishment Book (form O) (<i>General Consolidated Order, July 24th, 1847, Article 143</i>)	8	0
M23a	In-door Labour Book, 15 in. by 11 in. 2 quires	8	0
M23b	Out-door Labour Book, 15 in. by 11 in. 2 „	8	0
M24	Notice to Medical Officer of Admission of Applicant with request to examine in books of 50	2	6
M35	Chaplain's Report Book. (<i>General Consolidated Order, 24th July, 1847</i>) 1 quire	8	0

RETURNS FOR REGISTER OF PAUPERS.

A 2	Single Individuals, based upon the Board's Form, but arranged to show the New Cases only relieved during the week or period per 100	5	0
A 3	Do. but showing Cases Discharged during the period „ 100	5	0
B 2	Heads of Families, based upon the Board's Form, but arranged to show the New Cases only relieved during the week or period per 100	5	0
B 3	Heads of Families, as above, but showing the Cases Discharged during the period per 100	5	0

MEDICAL BOOKS.

Q 1	Workhouse Medical Relief Book (<i>Art. 207 (8)</i>), modified in accordance with the Workhouse Regulation (Dietaries and Accounts) Order, 1900, 15 in. by 11 in., one week on an opening 2 quires	10	0
	Do. do. 3 „	14	0
	Do. do. 4 „	18	0
Q 2	Do., deep form, one week on an opening, 40 lines on a page 2 „	16	0
Q 3	Do., two weeks on an opening 2 „	16	0
	Do. do. 3 „	21	0
Q 4	Do., four weeks on an opening 3 „	30	0
Q10	Do., long and short leaves 2 „	15	0
	Do. do. 3 „	20	0
Q10a	Do. do. Deep form, bound up to order.		
L 1	Bed Cards per 100	4	6
	Do. do., with the Name of the Union „ 500	22	6
L 2	Do. printed with Clinical Chart on back „ 100	7	6
L 3	Do. in the for mrecommended by the Departmental Committee per 100	7	6
	Tin Cases for Bed Cards, Japanned per dozen	15	0
	Do., to hold card for hanging up, with Trough for Bottles	2	6

Fetter Lane, Fleet Street, London, E.C.

No.		s.	d.
4a	Vaccination Register of Cases for Workhouse, <i>half-bound</i> ... 2 quires	5	0

Clinical Charts can be had printed on separate Cards or on the back of Bed Cards.

Day and Night Nurses' Report Books printed to order.

For further Books and Forms required by Medical Officers see page 59.

NOTICES FOR WORKHOUSE.

119	Bathing Regulations for Guidance of Nurses in giving Baths to Insane Persons <i>per quire</i>	3	0
119a	Do. , for Workhouse Inmates „	3	0
13a	Time of Rising (letter N) „	4	0
	<i>The above Notices Mounted on Boards and Varnished</i> <i>each</i>	0	9
14b	Disorderly and Refractory Paupers , Regulations for posting up, 29 in. by 14½ in. <i>each</i>	0	6
	Do. , Mounted on Boards and Varnished „	2	6
4	Workhouse Regulations , being Articles of the General Consolidated Orders <i>re</i> Orderly Behaviour of Paupers <i>per quire</i>	6	0
224	Complaints , Notices as to, for posting up „	3	0
	Do. , Mounted on Boards and Varnished <i>each</i>	0	9
16	Spirituous Liquors , Clauses 92 and 93 of Poor Law Amendment Act, relative to <i>per quire</i>	4	0
	Do. , Mounted on Boards and Varnished <i>each</i>	1	0
16a	Notices re Smoking , indicating the hours and places in which smoking is permitted, mounted on cardboard <i>each</i>	1	0
321	Do. , forbidding the Inmates carrying away food from their meals <i>per quire</i>	4	0
322	Notice with reference to the Detention and Discharge of Pauper Inmates and Casual Paupers, revised in accordance with the Poor Law Act, 1899, sec. 4 <i>per quire</i>	6	0
	Dietaries Tables printed to pattern according to the authorised Dietary of each Union.		
	Manual of Daily Prayer for One Week , compiled by Rev. F. W. BALDWIN, Deputy Chaplain of Nottingham Infirmary, and approved by the Chaplain, the Right Revd. Bishop HAMILTON BAYNES <i>neatly bound in cloth, per copy</i>	1	6

SHAW & SONS, Stationers and Lithographers,

BIRTHS & DEATHS IN WORKHOUSE.

No.		s.	d.
16b	Register of Births (26th Feb., 1866) S., half-bound	8	0
17b	Do. of Deaths (26th Feb., 1866) T., half-bound	8	0
16b 17b	Do. of Births and Deaths together (Form S. & T.), half-bound	12	0
25a	Notice of Death to Registrar for Purposes of Registration, in book with counterpart 100 leaves	2	6
26a	Do. of Birth to Registrar for Purposes of Registration, in book with counterpart 100 leaves	2	6
27	Certificate of Baptism by Chaplain, in book with counterpart 50 each	2	0
229	Notice to Friends of Pauper of Illness, with Permission to Visit in books	2	0
229a	Notice to Clergyman of Illness, with Request to Visit ... in books	2	0
	Nurse's Notice of Birth to Master and Porter ... in book of 100	2	0
229a* Do.	Death do. ... „	2	0
U21	Notice to Coroner of Death of Lunatic in Poor Law Institution loose forms, per quire	3	0
U21* Do.	do. with counterfoil ... in book of 50	4	6
230a	Death of Pauper—Book contains 5 necessary Notices in connection with the Death and Funeral of a Pauper in book of 100	8	6
230	Notice to Undertaker to provide Coffin in books	2	0
230* Do.	do. arranged on the Carbon System „	2	6
231	Do. to Clergyman of Burial „	2	0
231* Do.	do. arranged on the Carbon System „	2	6
231a	Do. to Sexton to Prepare Grave „	2	0
233	Do. of Death to Friend „	2	0
233* Do.	do. arranged on the Carbon System „	2	6
233a	Master's Notice to Medical Officer of Death in Infirmary, with request for Certificate in books	2	0
	Black Bordered Mortuary Cards, with Name of Workhouse printed in, for Name of Deceased Inmate per 100	6	6
303	Names and Addresses of Friends or Relatives of Inmates. Foolscap. With Index cut through 1 quire	8	6
	Do. do. 2 quires	11	6

Fetter Lane, Fleet Street, London, E.C.

LADIES' VISITING COMMITTEES.

1	Draft Regulations for Ladies' Visiting Committee based on those already used in the Parish of St. Pancras	... per doz.	2	0
2	Lady Visitors' Card for Admission to Workhouse	...	5	0
	Do. do.	each	0	6
3	Visitors' Book for Ladies to enter their Visits and Remarks, half-bound	... 1 quire	10	0

CASUAL PAUPERS.

(General Order, 18th December, 1882.)

No.			s.	d.
234	Order of Admission, signed by Relieving Officer	... in books of 100	1	6
236	Register of Cases, Refused	... each	10	0
E 3	Admission and Discharge Book for Casual Paupers, with food columns	2 quires	9	0
	Do. do.	3 "	12	0
	Do. do.	4 "	15	0
	Do. do.	5 "	18	0
E 3a	Do. do., without food columns, same prices and sizes as above.			
238	Articles 5, 6, 9 and 12 of the Order of the Local Government Board regarding Casuals	... per quire	4	0
	Do. do., Mounted and Varnished	... each	1	6
239	Dietary Table and Task of Work, for hanging up in Casual Ward	per quire	4	0
	Do. do., Mounted and Varnished	... each	1	6
239a	Vagrants' Daily Provision Consumption Account, half-bound	1 year	15	0
239b	Do. do. (small form), containing two weeks on an opening, designed by Mr. H. W. WOODALL, Master of the Workhouse, Thirsk	... 1 year	9	0
	Do. do. 2 years	12	0
	Provisions Consumption Tables for calculating the quantity of Provisions consumed; loss in cooking, cutting, &c.; also the quantity any number of persons may consume at a given number of ounces each, bound in cloth	1	6

SHAW & SONS' INDELIBLE MARKING INK.



This well-known Ink has been in use in a large number of Institutions for a great many years. It is manufactured on our own premises from a Special Recipe which has been subjected to the strictest analysis by an Expert Analyst.

HEAT REQUIRED BEFORE WASHING.

Sold in Stone Bottles, ready for use.

PRICES.					
Small Size	5s.	Pint	... 21s.
Half-pint	10s. 6d.	Quart	... 42s.

SHAW'S "PIONEER" MARKING INK.

Guaranteed permanent black.

This Marking Ink dries Black, and cannot be washed out by the ordinary Chemicals used in the Laundry.

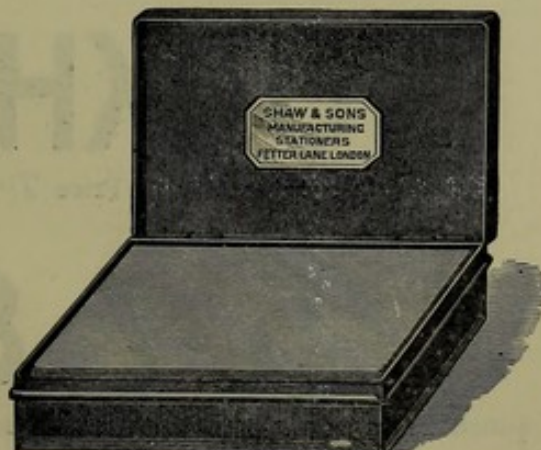
HEAT MUST NOT BE USED BEFORE WASHING.

SOLD IN STONE BOTTLES.

Half-pint	...	7s.	Pint	...	10s. 6d.	Quart	...	18s. 6d.
-----------	-----	-----	------	-----	----------	-------	-----	----------

A small Sample Bottle sent post free.

SHAW'S SPECIAL INKING PADS.



SIZE.
5 $\frac{3}{4}$ by 3 $\frac{3}{4}$ in.

PRICE.
4s. 6d.

INDIA RUBBER PAD, FITTED INTO JAPANNED TIN CASE, WITH LID.

SHAW & SONS' BRASS STAMPS

For Marking Clothing and Linen.

Half-Inch Letters, fixed in Boxwood Handles.

WOMEN

Price 4/-.

GIRLS

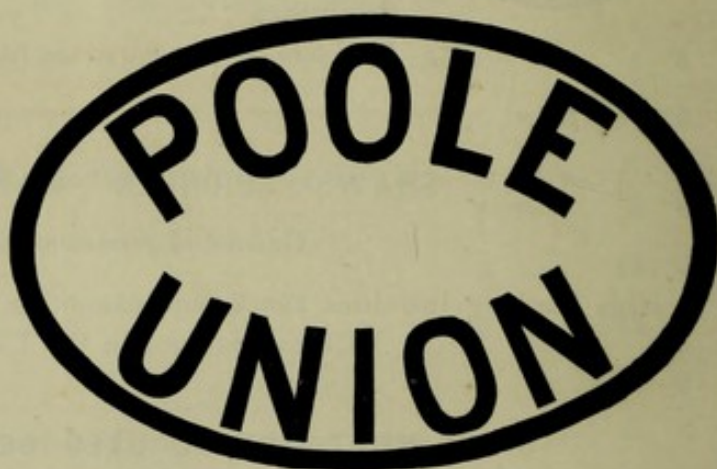
Price 4/-.

OLD

Price 3/0.

SICK

Price 3/6.



A Stamp consisting of 10 Letters, as above, price 8/6.

Additional Letters, 6d. per letter.

INFIRMARY

Price 7/-.

WORKHOUSE

Price 7/-.

1 2 3 4 5 7 8 9 0

Price for Set of 9 $\frac{1}{2}$ -inch Brass Figures, fitted to Boxwood Handles, 10/6.

Single $\frac{1}{2}$ -inch Figures or Letters, 1/6 each. Single $\frac{3}{4}$ -inch Figures or Letters, 2/- each.

KINGSLAND UNION.
MEMORANDUM

CHAS. BARTON,
Master of the Workhouse,
KINGSLAND.

To M

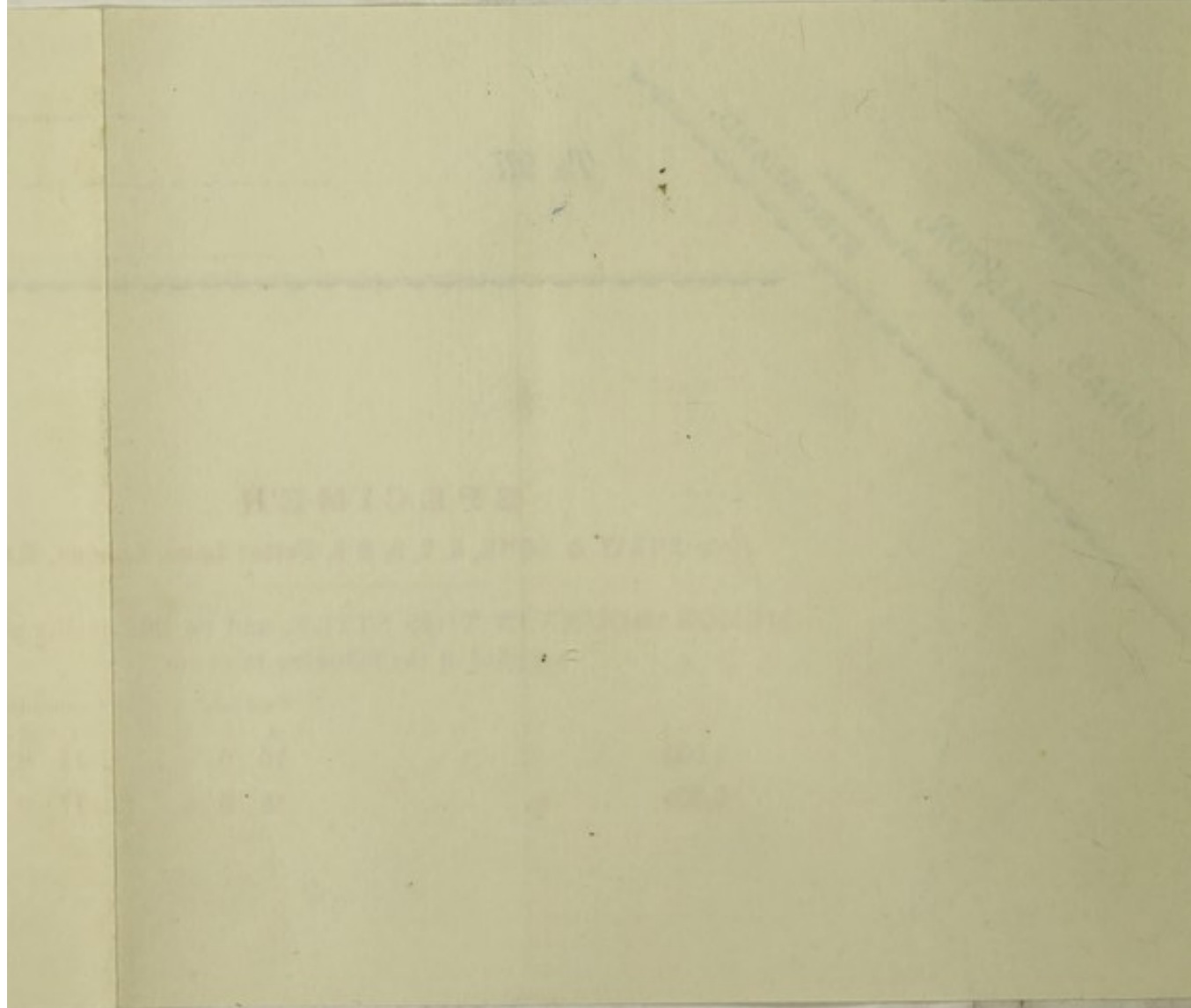
19

SPECIMEN

From SHAW & SONS, 6, 7, 8, & 9, Fetter Lane, London, E.C.

MEMORANDUMS IN THIS STYLE, and on this quality paper,
supplied at the following rates :—

					Black Ink.		Coloured Ink.	
					s.	d.	s.	d.
1,000	10	6	...	11 6
2,000	16	6	...	17 6



RAILWAY STATION: HADLEIGH, G.E.R.

MILFORD UNION WORKHOUSE.

H. RICHMOND SMITH,
MASTER.

FAIRWAY,
IPSWICH,

19

Correspondence Book

(See page 53).

Sample from—

SHAW & SONS,
Poor Law Publishers,
7 & 8, FETTER LANE,
FLEET STREET, E.C.

RAILWAY STATION: BADLIGH, G.R.
Milford Union Workhouse.

FAIRWAY,
IPSWICH.

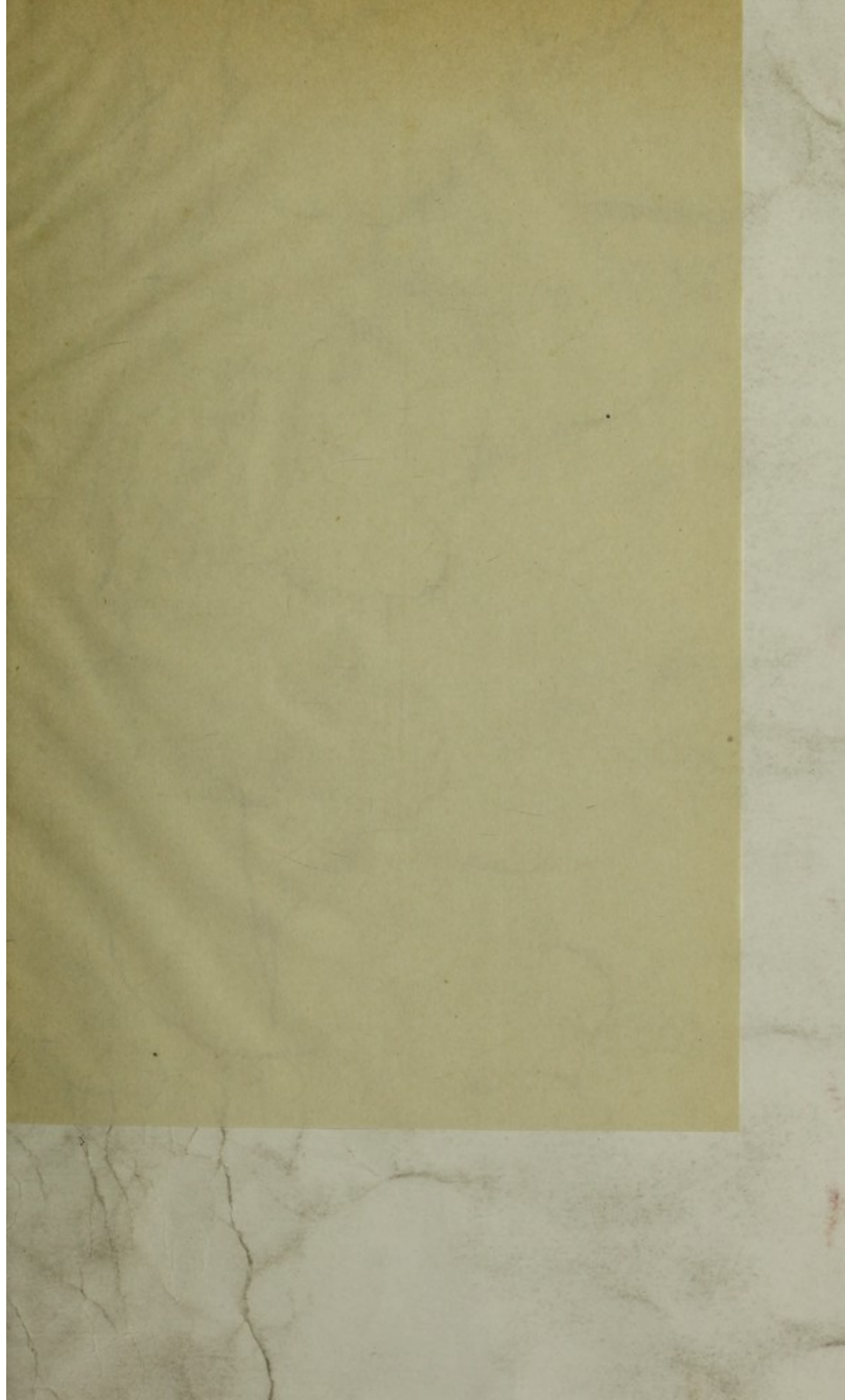
H. RICHMOND SMITH,
MASTED.

19 _____

Correspondence Book
(See page 22).

Sample from—

SHAW & SONS,
Printers and Publishers,
7 & 8, FETTER LANE,
FLEET STREET, E.C.



THE UNIVERSITY OF CHICAGO
LIBRARY

1911

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1911

NAT. TEL., 535.

Memorandum.

FROM

W. R. HAMMOND,
Master of the . .
WEST LYNN UNION WORKHOUSE,
SEMERING, ESSEX.

19

To

Sample III.

SHAW & SONS,
Poor Law Publishers,
7 & 8, FETTER LANE,
FLEET STREET, E.C.

Nat. Tr. Co.

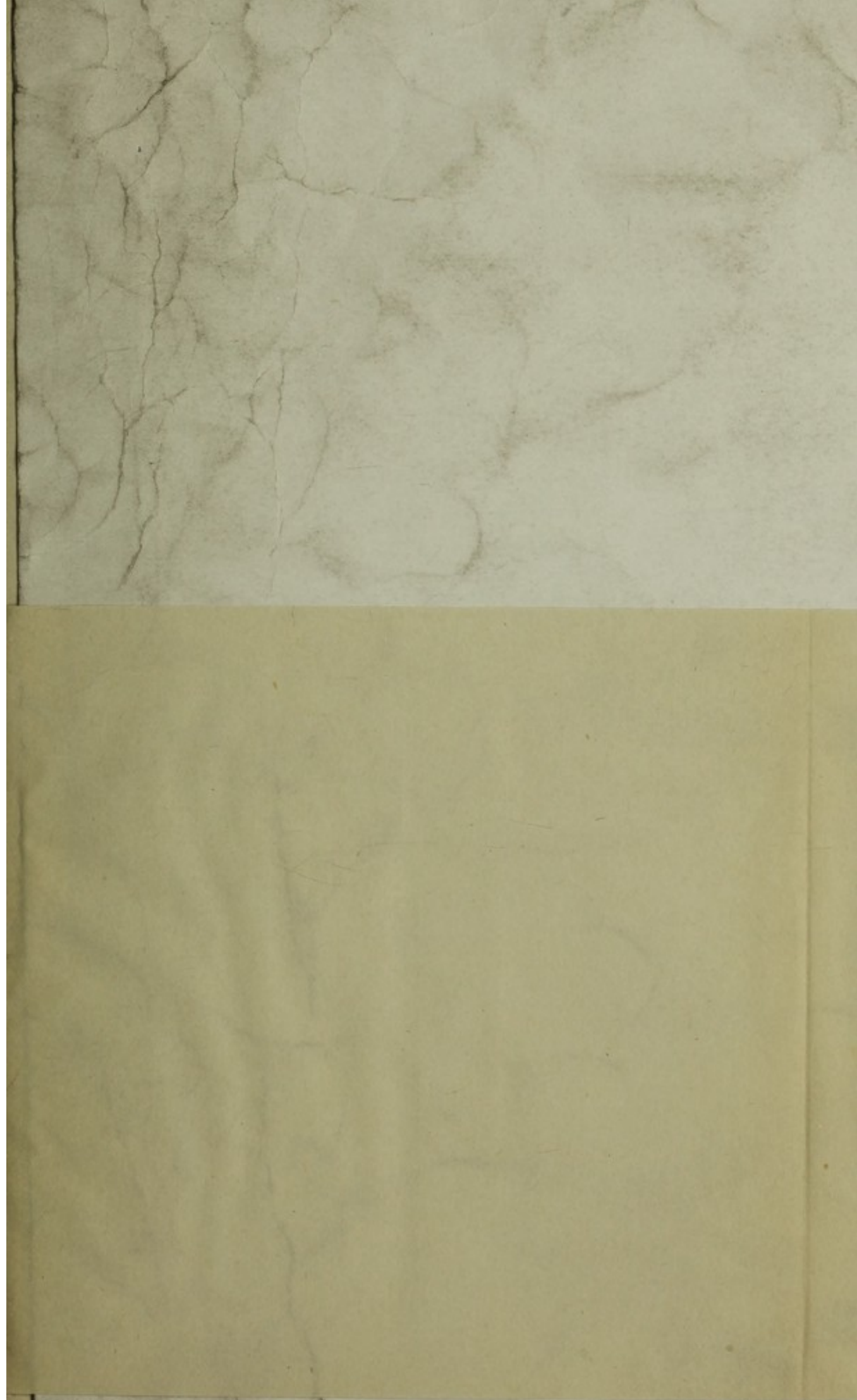
FROM

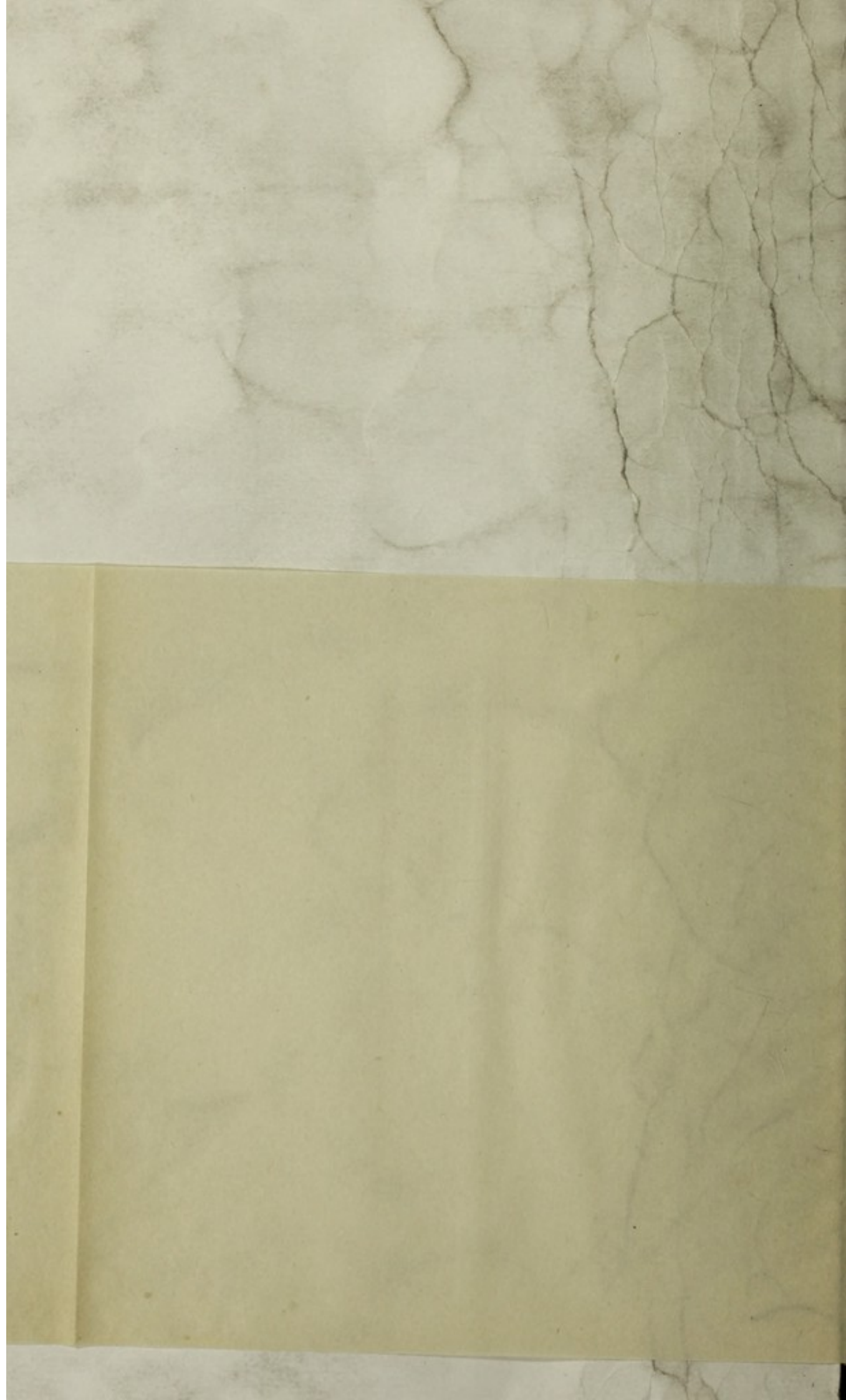
W. R. HAMMOND,

Master of the
West Lynn Union Workhouse,
SEMERING, ESSEX.

Memorandum.

To





STOCKBRIDGE UNION.
MEMO. FROM . . .
FREDK. W. CALDWELL,
MASTER OF THE STOCKBRIDGE WORKHOUSE.

To

19

Sample IV.

SHAW & SONS,
Poor Law Publishers,
7 & 8, FETTER LANE,
FLEET STREET, E.C.

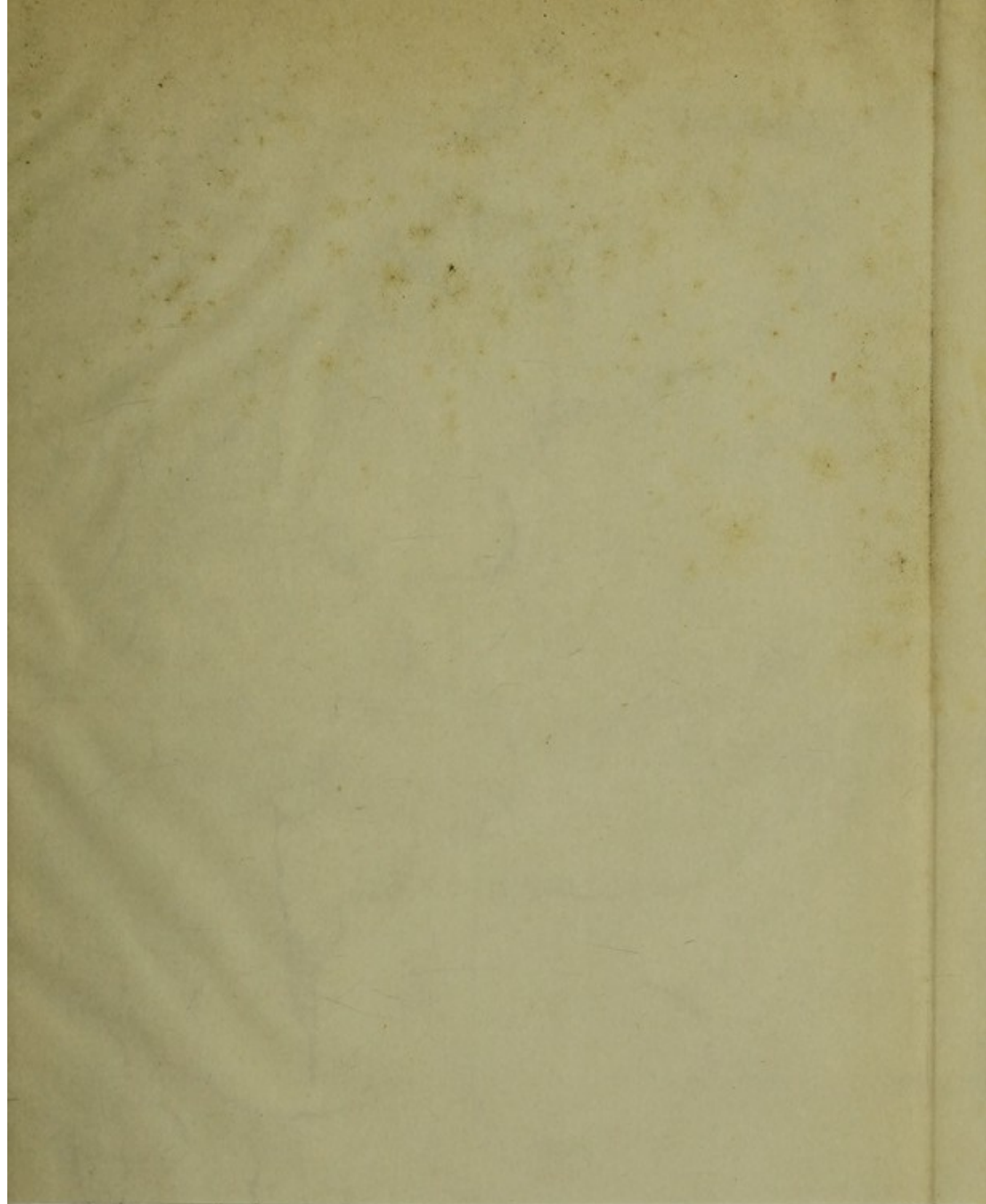
STOCKBRIDGE UNION.
MEMO FROM
FREDK. W. CALDWELL,
MASTER OF THE STOCKBRIDGE WORKHOUSE.

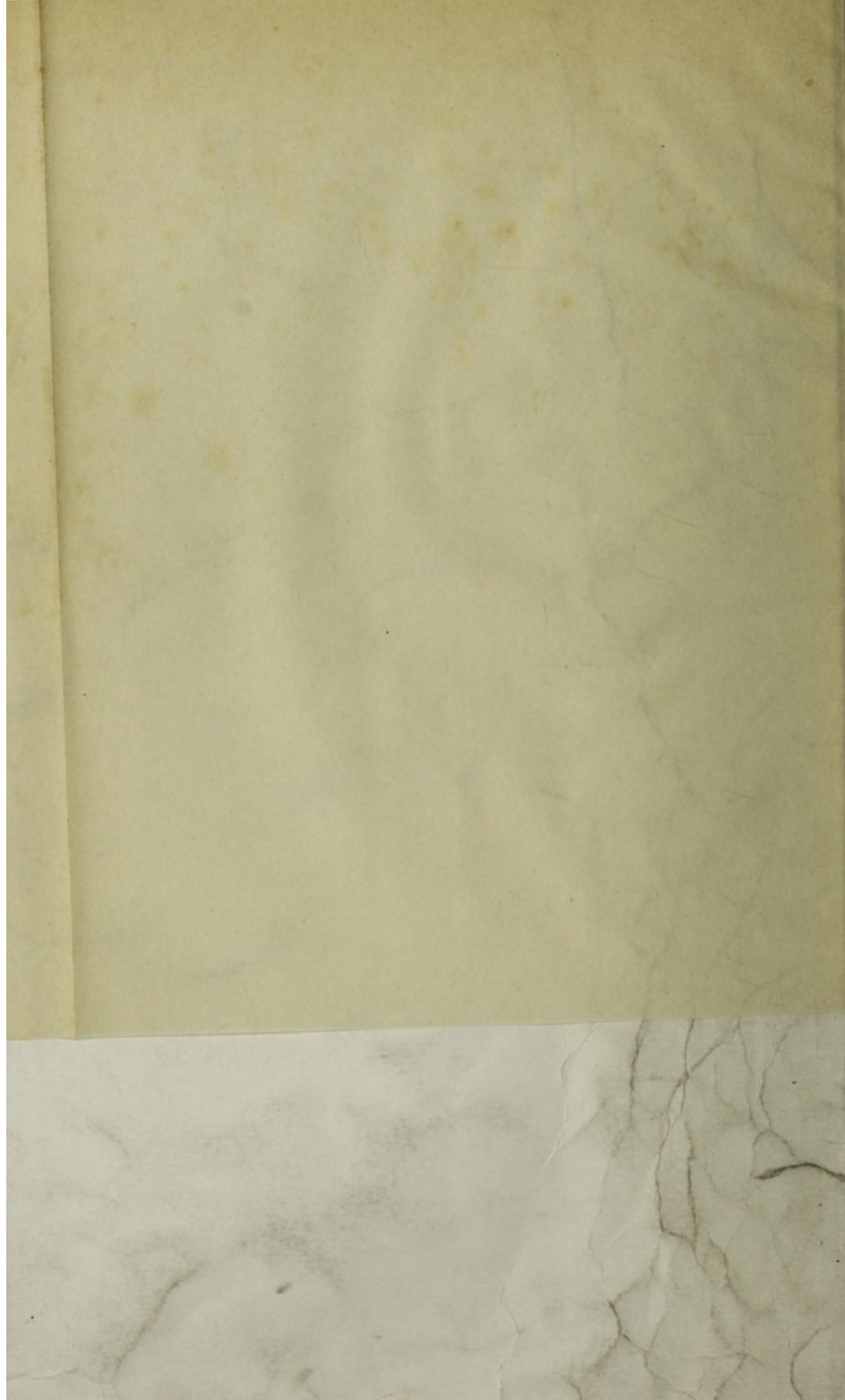
To

is

Sample IV.

SHAW & SONS,
Printers and Publishers,
7 & 8, FETTER LANE,
FLEET STREET, E.C.





Worthington Union.

The Workhouse,

91, Queen's Road,

Worthington,

G. M. ETHERINGTON,
Master of the Workhouse.

—
Telephone No. 389.

19

Sample II.

SHAW & SONS,
Poor Law Publishers,
7 & 8, FETTER LANE,
FLEET STREET, E.C.

Worthington Union.

The Workhouse,

21, Queen's Road,

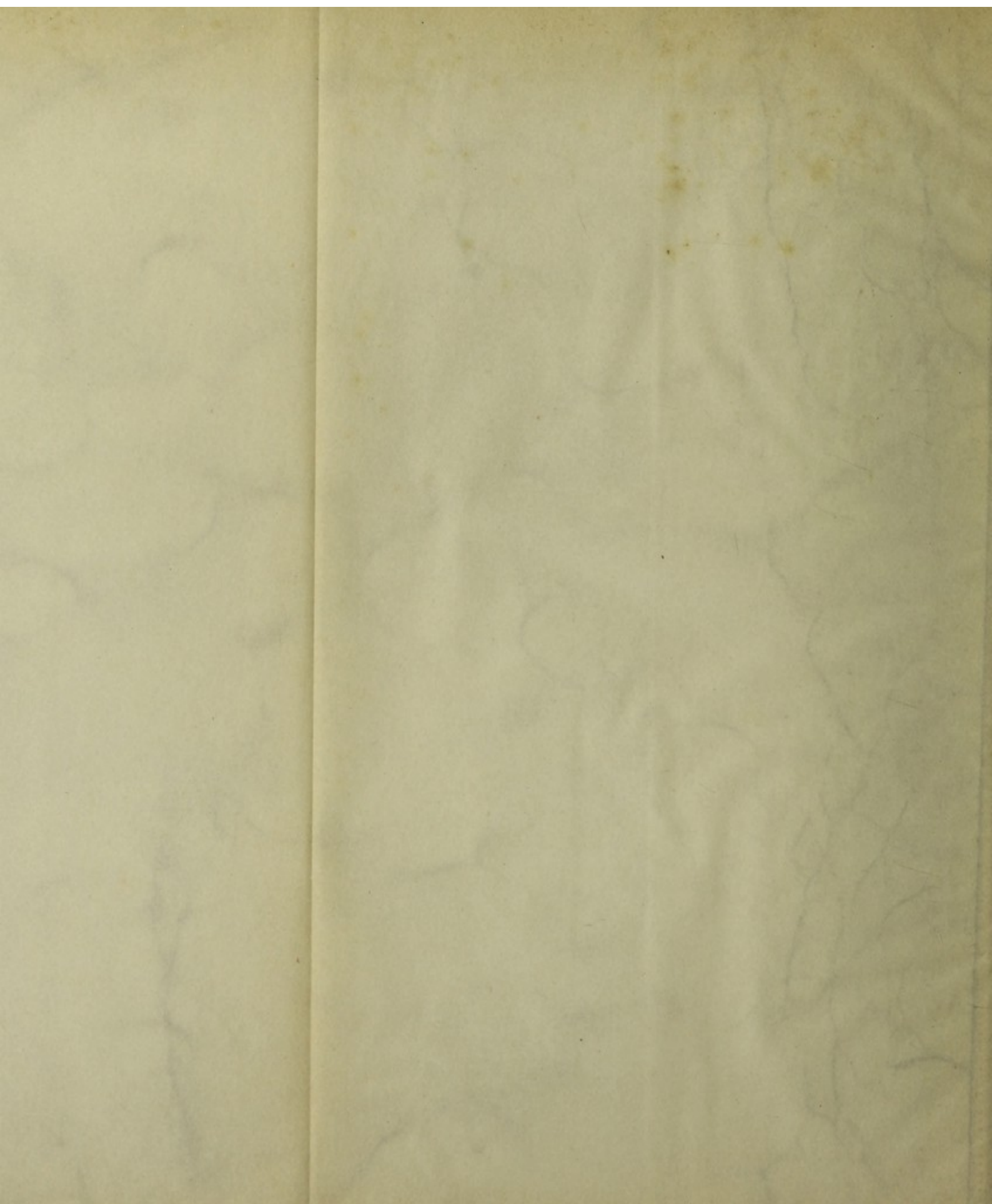
Worthington

G. M. ESTHERINGTON,
Master of the Workhouse.
Telephone No. 389.

19

Sample II.

SHAW & SONS,
Book Law Publishers,
7 & 8, FETTER LANE,
FLEET STREET, E.C.



STATIONERY.**LETTER, CORRESPONDENCE, AND MEMORANDUM BOOKS**

arranged on the Carbon System.

Advantages.—An actual copy is retained without additional labour, thus saving the necessity of copying.

Fuller particulars and Specimens on receipt of a post card.

Letter and Correspondence Books, Printed in with own heading from type, in books of 100 each thick and thin leaves, with supply of Carbon Paper—

				s.	d.					s.	d.
3 books, octavo size, Sample I.						3 books, quarto size, Sample II.					
			each	4	6				each	5	6
6	do.	do.	do.	„	3 0	6	do.	do.	do.	„	4 0
12	do.	do.	do.	„	2 6	12	do.	do.	do.	„	3 6

Memorandums, printed with own headings as above, octavo size—

				s.	d.					s.	d.
3 books, Sample III. ... each				4	6	3 books, Sample IV. ... each				5	0
6	do.	do.	...	„	3 0	6	do.	do.	...	„	3 6
12	do.	do.	...	„	2 6	12	do.	do.	...	„	3 0

MARKING CLOTHES, BEDDING, ETC.

This Ink has been prepared for many years from Special Recipe, and still retains its high reputation.

No.								s.	d.
	Shaws' Indelible Marking Ink, sold in Stone Bottles							5	0
Do.	do.	half-pint	10	6
Do.	do.	pint	21	0
Do.	do.	quart	42	0
	Ink Pads, for use with above, in Japanned Case							4	6
	Shaws' "Pioneer" Marking Ink. This Marking Ink is black, and cannot be washed out with any of the ordinary Chemicals used in the Laundry. <i>Heat must not be used before Washing.</i> Sold in Stone Bottles... ..							7	0
Do.	do.	pint	10	6
Do.	do.	quart	18	6
	Shaws' Crimson Marking Ink							20	0

A small Sample Bottle sent post free on enquiry.

Fetter Lane, Fleet Street, London, E.C.

RELIEVING OFFICER.

MEDICAL OFFICER.

LUNACY ACTS

VACCINATION.

ASSESSMENT COMMITTEES.

REGISTRARS.

URBAN DISTRICT COUNCILS' ACCOUNTS.

SURVEYORS.

GENERAL DISTRICT RATES.

RURAL DISTRICT COUNCILS' ACCOUNTS.

SURVEYORS (RURAL).

BYELAWS, FACTORIES, & ALLOTMENTS.

PUBLIC HEALTH.

Porters' Books.

General Consolidated Order, 24th July, 1847.

No.				s.	d.
1	Porter's Book for Workhouse, half-calf	...	5 quires	16	0
	Do. do., bound in canvas	...	5 "	14	0
	Do. do., half-bound	...	2 "	8	0
3	Paupers' Going-out Book, half-calf	...	5 "	16	0
	Do. do., half-bound	...	2 "	8	0
4	Porter's Admission and Discharge Book, half-bound	...	3 "	12	0

Relieving Officer.

SCHEDULE F.

No.					s.	d.
F 1	Application and Report Book, 15 in. by 11 in., in circuit, folioed	...	1 quire	5	6	
	Do. do.	1½ "	7	0	
	Do. do.	2 quires	9	0	
	Do. do.	3 "	12	0	
	Do. do.	4 "	15	0	
	Do. do.	5 "	18	0	
F 7	Application Note Book, Foolscap 8vo size, for the pocket, bound in cloth, with clasp	3	0	
	Do. do., another and larger Form drawn up by Mr. Hicks, bound in roan, with clasp	4	6	
F 2	Out-relief List (Prescribed Form), with money and kind on alternate lines and in the same money columns, 19 in. by 15 in., bound in circuit, to roll up	...	1 quire	10	0	
F 2*	Do., with column for money only, for use in Unions where no Relief is given in kind, 19 in. by 11 in., bound in circuit	...	1 quire	8	0	

SHAW & SONS, Stationers and Lithographers,

No.							s.	d.
F 2a	Out-relief List, with money and kind in separate columns, on the same transverse line, ruled red and blue alternately, 20½ in. by 11 in., in <i>circuit</i> , folioed 1 quire						8	0
	Do.	do.	1½	0
	Do.	do.	2 quires	12 0
	Do.	do.	3	0
F 2a	deep	Do.	do., the same Form as above, but 20 in. by 15 in., folioed 1 quire				10	0
		Do.	do.	2 quires	15 0
		Do.	do.	3	0
F 2a*	Do., with money and kind in separate columns and on different transverse lines, ruled red and blue alternately, 20½ in. by 11 in., bound in <i>circuit</i> , folioed 1 quire						10	0
	Do.	do.	2 quires	15 0
	Do.	do.	3	0
F 2b	Do., with money and kind in separate columns on the same transverse lines, ruled red and blue alternately, 30 lines on a page, 21½ in. by 14½ in. in <i>circuit</i> , with long and short leaves alternately, folioed 1 quire						10	0
	Do.	do.	1½	0
	Do.	do.	2 quires	14 0
	Do.	do.	3	0
	Do.	do.	4	0
F 2d	Do. do., the same Form as above, but smaller, having 20 lines on a page, 18 in. by 11 in., bound in <i>circuit</i> , folioed 1 quire						8	0
	Do.	do.	1½	0
	Do.	do.	2 quires	12 0
	Do.	do.	3	0
F 2c	Rough Out-relief List with long and short leaves, for the pocket whilst going the round, made to roll, 10 in. by 7 in., folioed 1 quire						4	6
	Do.	do.	2 quires	7 6
	Do.	do.	3	0

Fetter Lane, Fleet Street, London, E.C.

RELIEVING OFFICER.

MEDICAL OFFICER.

LUNACY ACTS

VACCINATION.

ASSESSMENT COMMITTEES.

REGISTRARS.

URBAN DISTRICT COUNCILS' ACCOUNTS.

SURVEYORS.

GENERAL DISTRICT RATES.

RURAL DISTRICT COUNCILS' ACCOUNTS.

SURVEYORS (RURAL).

BYELAWS, FACTORIES, & ALLOTMENTS.

PUBLIC HEALTH.

No.		s.	d.
	The Relieving Officer's Multum in Parvo , a handy little book calculated to considerably facilitate the R.O.'s work, containing forms for the following purposes, viz. :—1. Memoranda of Cases for Board's decision; 2. Pay Book; 3. Record of Visits by Relieving Officer to Homes of Persons applying for or receiving Relief; 4. New Cases, with Particulars of Settlement, &c.; 5. Weekly Memoranda, Diary, and Petty Cash Account ...	10	0
F 2c	Pocket Pay Book , New and Improved Form bound in tuck as a pocket book ... 1 quire	4	6
	Do. do. ... 2 quires	6	0
	Do. do. ... 3 „	7	6
	Refills of the above to fit into the Case ... 1 quire	2	0
	Do. do. ... 2 quires	2	6
	Do. do. ... 3 „	3	6
F 3	Out-door Relief List for Vagrants ...	10	0
F 3*	Return from Relieving Officer to Clerk for making up the JANUARY and JULY RETURNS to the Local Government Board <i>per quire</i>	3	0
F 4	Abstract of the Out-door Relief List, 19 in. by 15 in., <i>half-bound</i> 1 quire	8	0
	Do. do. ... 2 quires	12	0
F 4a	Non-resident Relief List , 15 in. by 11 in. ...	10	0
F 5 } F 6a }	Receipt and Expenditure Book and Summary, foolscap folio, with money and kind in separate columns ... 1 year	7	0
	Do. do. ... 2 years	9	0
	Do. do. ... 3 „	12	0
F 5 } F 6b }	Receipt and Expenditure Book, prepared to correspond with F2a and b, with Money and Kind in separate columns, 15 in. by 11 in. ... 1 year	7	6
	Do. do. ... 2 years	10	6
	Do. do. ... 3 „	14	0
F 5 } F 6c }	Do. , Smaller Form, for the pocket ... 1 year	4	6
118a	Register of Visits to Boys and Girls sent out as Apprentices or Servants ... 1 quire	6	6
	Form A. Weekly Return by Relieving Officer to the Clerk <i>per quire</i>	3	0
	Do. do. ... <i>book for 4 years</i>	14	0
	Form B. Weekly Return by Relieving Officer to the Clerk <i>per quire</i>	3	0
	Do. do. ... <i>book for 2 years</i>	8	0

No.		s.	d.
F 8	Calculation (New Form) for ascertaining the Number of Paupers for the purpose of compiling the Returns A and B <i>per quire</i>	3	0
Do.	do. <i>in books, 1 year</i>	6	6
Do.	do. <i>„ 2 years</i>	8	0
F 9	Application for Relief, quarto form 100	4	6
Do.	do. 1,000	17	6
F 149	Formula for calculating the number of Paupers in receipt of relief on the last day of each week, and amount expended, &c. <i>book for 1 year</i>	6	6
Do.	do. <i>„ 2 years</i>	8	0
Do.	do. <i>„ 3 „</i>	9	6
F 75	List of Aged and Infirm and Permanently Sick or Disabled Persons actually receiving Relief (Art. 75) <i>per quire</i>	2	0
	Relieving Officer's Report as to Cases <i>per quire</i>	3	0
312	Relieving Officer's Note Book as to Lunatics	4	6
313	Account of Expenses for Conveyance, &c., of Lunatics, with receipts <i>per quire</i>	3	0
	<i>For Lunacy Forms, see pp. 61-65.</i>		
V	Order upon Medical Officer to Visit Sick Person ... <i>in books of 100</i>	1	6
Do.	do. <i>„ 200</i>	3	0
V*	Do. do. arranged on Carbon system <i>100 leaves in duplicate</i>	2	0
76a	Removal Officer's Note Book, neatly bound in leather ... <i>2 quires</i>	3	0
4	Orders upon Tradesmen for Relief in Kind <i>in books of 100</i>	1	6
4*	Do. do. arranged on Carbon system <i>100 leaves in duplicate</i>	2	0
5	Notices announcing that Relieving Officer will attend to distribute Relief. Foolscap, for posting up <i>per quire</i>	3	0
*6	Employment of Pauper, Order from the Relieving Officer to the Master of the Workhouse to employ Pauper <i>in book</i>	1	6
*8	Order from the Relieving Officer to the Master of the Workhouse to receive a Pauper therein pending the decision of the Board of Guardians <i>in book</i>	1	6
8*	Do. do. arranged on Carbon system <i>100 leaves in duplicate</i>	2	0
*9	Certificate of Signature of last Employer of a Pauper ... <i>in book</i>	3	6

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10	Relieving Officer's Return to Clerk of Non-settled Poor	per quire	s. d.	3 0
*11	Burials, Relieving Officer's Order upon the Undertaker to attend	in book		1 6
12	Relieving Officer's Register of Parishes visited and business transacted			6 0
13	Relieving Officer's Diary of Places and Paupers visited and other business transacted. Foolscap form			6 0
14	Questions from the Board of Guardians directed to Relieving Officer to return answers as to the state of a pauper and his family	per quire		3 0
17	Voucher Books for entering the Goods supplied to Paupers ...			2 0
17*	Register of Relief Advanced and Repaid by way of Loan, with Agreement	1 quire		6 0
K	Weekly Out-Relief Ticket	in book of 100		1 6
Do.	do.	200		3 0

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3 books	each	...	4 6	5 6	5 0	6 0		
6 do.	"	...	3 0	4 0	3 0	4 0		
12 do.	"	...	2 6	3 6	2 6	3 6		

Note Paper, headed with Relieving Officer's Name, Office, &c.,
see Stationery, pp. 262 and 263.

Relief to School Children, see page 34.

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Medical Officers.

Workhouse and District.

No.			s.	d.
27a	Register of Sickness and Mortality, 15 in. by 11 in. ...	2 quires	7	6
P	District Medical Relief Book (Modified Form) (26th Feb., 1866), 15 in. by 11 in., four weeks on an opening ...	2 quires	10	0
1	Do., in sheets, fortnightly form, 15 in. by 11 in. ...	per quire	3	6
1*	Do., in sheets, weekly form, 15 in. by 11 in. ...	"	3	6
P 2	Do., foolscap, in books, two weeks on an opening ...	1 quire	8	0
2	District Medical Relief Book (Modified Form) (26th Feb., 1866), foolscap, in sheets, fortnightly form ...	per quire	3	0
2*	Do. do., weekly form ...	"	3	0
	Index to Do. ...		4	6
Q 1	Workhouse Medical Relief Book (Art. 207 (8)), modified in accordance with the Workhouse Regulation (Dietaries and Accounts) Order, 1900, 15 in. by 11 in., one week on an opening ...	2 quires	10	0
	Do. do. ...	3 "	14	0
	Do. do. ...	4 "	18	0
Q 2	Do., deep form, one week on an opening, 40 lines on a page ...	2 "	16	0
Q 3	Do., two weeks on an opening ...	2 "	16	0
	Do. do. ...	3 "	21	0
Q 4	Do., four weeks on an opening ...	3 "	30	0
Q 10	Do., long and short leaves ...	2 "	15	0
	Do. do. ...	3 "	20	0
Q 10a	Do. do. Deep form, bound up to order.			

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No.		s.	d.
X	Medical Officer's Report Book (Workhouse), foolscap. Revised form under new Dietaries Order, with half-yearly statement at end 2 quires	10	6
222	Lunatic Examination Book , oblong form „	7	0
R 24	Quarterly Return of Pauper Lunatics not in an Institution for Lunatics, to be made by Poor Law Medical Officers <i>per quire</i>	3	0
R 24a	Do. do., foolscap form „	3	0
R 25	Quarterly Return where there are no such Lunatics „	3	0
10	Certificate (Medical Officer's) as to Pauper Lunatic in Workhouse	3	0
10*	Do. do., in books with Index	10	0
120c	Medical Officer's Report detaining poor person for delirium tremens or infectious diseases (30 & 31 Vict. c. 106) <i>in books</i>	10	0
	Do. do. <i>per quire</i>	3	0
U21	Notice to Coroner of Death of Lunatic in Poor Law Institution loose forms, <i>per quire</i>	3	0
U21*	Do. do., with counterfoil <i>in books of 50</i>	4	6
1	Certificate of Visits „ 50	1	6
3	Certificate of Medical Officer as to Employment of Pauper in Nursing <i>in books of 25</i>	3	0
L	Tickets for Permanent Medical List, printed in red and black, on extra strong cardboard <i>per 100</i>	2	6
L 1	Cards to fix at head of Patient's Bed „ 100	4	6
	Do. do., with the Name of the Union „ 500	22	6
L 2	Bed Cards printed with Clinical Chart on back „ 100	7	6
L 3	Do. in the form recommended by the Departmental Committee <i>per 100</i>	7	6
	Tin Cases for Bed Cards, Japanned <i>per dozen</i>	15	0
	Do. , to hold card for hanging up, with Trough for Bottles ... <i>each</i>	2	6
8	Medical Officer's Order upon Tradesmen for articles required <i>in book</i>	1	6
9a	Extra Fees (District Medical Officer's) Account of ... <i>per quire</i>	2	0
9bb	Extra Medical Fees and Vaccination (District Medical Officer's Quarterly Account) Combined Form <i>per quire</i>	2	0
9b	Cause of Death (Medical Certificate of) <i>in book</i>	1	6
9	Book for entering the Aged and Infirm, and Permanently Sick and Disabled Persons receiving Relief	8	0
72	Half-yearly Statement of Medical Officer for the Workhouse as to accommodation for the Sick <i>per quire</i>	3	0

SHAW & SONS, Printers and Publishers,

No.		s.	d.
73	Acceptance of Personal Responsibility of Discharge or Removal from Infirmary, arranged on Carbon system, 50 leaves in duplicate	4	6
E	Notice of Dangerous Infectious Disease from Poor Law Medical Officer to the Medical Officer of Health or to the Inspector of Nuisances in book, with counterpart, 50 leaves	2	6
28a	Poor Law Medical Officer's Report upon Pauper Lunatic in custody of Relative or Friend (s. 202 (3)) per quire	3	0
29a	Medical Officer's Account for Quarterly Visits and Reports (s. 202 (4)) per quire	3	0

DISTRICT NURSES ORDER, 1892.

1	Appointment of Nurse per doz.	1	0
2	Relieving Officer's Order on Nurse to Attend Sick Pauper in books of 100 each	2	6
3	Nurse's Record of Cases Attended ... in books of 2 quires each	7	6
4	Do. Report to Medical Officer of the Progress of a Case per doz.	1	0
5	Instructions of Medical Officer to Nurse „	1	0
	Nurse's Hand Bag	25	0
	Do. do., fitted with ordinary useful instruments	79	0

LUNACY ACT, 1890

(53 Vict. c. 5).

For Registers and Forms required under the Rules of Commissioners in Lunacy,
see pp. 211-215.

No.		s.	d.
114	Ledger for keeping account of Lunatics, half-bound, rough calf 2 quires	15	0
114a	Register of Lunatics in Asylums at the expense of the Guardians 1 quire	8	0
	Do. do. 2 quires	12	0
B114b	List of Lunatics in Asylums. Foolscap size ... in books, 1 quire	8	0
	Do. do. 2 quires	11	6
	Do. do., loose sheets, printed one side only per quire	3	0
10a	Register of Lunatics detained in Workhouse 1 quire	10	0

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No.		s.	d.
R 5	Register of Mechanical Restraint , bound <i>half white vellum</i> <i>books of 1 quire</i>	8	0
	Do. do. „ 2 quires	12	0
R 5a	Do. do. in sheets for sending to the Commissioners <i>per quire</i>	4	0
R 5b	Order and Instructions for Mechanical Restraint, <i>per book of 50 leaves</i>	2	6
	Do. do. „ 200 „	6	6
R 24	Quarterly Return of Pauper Lunatics not in an Institution for Lunatics to be made by Poor Law Medical Officers <i>per quire</i>	3	0
R 25	Do. where there are no such Lunatics ... „	3	0
R 24*	Request from Clerk to Guardians to Medical Officer to make the Quarterly Return within 7 days, with Form of "Nil Return" (R 25) and Quarterly List of Pauper Lunatics (R 24), attached <i>per quire</i>	3	0
R 26	Annual Return of all Lunatics Chargeable to the Union, to be made by Clerks to Boards of Guardians <i>per quire</i>	4	0
R 26a	Do. do., as above but ruled red „	5	0
28a	Poor Law Medical Officer's Report upon Pauper Lunatic in custody of Relative or Friend (s. 202 (3)) <i>per quire</i>	3	0
29a	Medical Officer's Account for Quarterly Visits and Reports (s. 202 (4)) <i>per quire</i>	3	0

Lunatics not under proper Care and Control

(Sect. 13).

4a	Information as to Lunatic not under proper Care and Control, or Cruelly Treated or Neglected (s. 13) <i>per quire</i>	3	0
4b	Order for two Medical Practitioners to Examine and Certify as to Lunatic not under proper Care and Control, or Cruelly Treated or Neglected (s. 13) <i>per quire</i>	3	0
8	Certificates of Medical Practitioners (Statutory) „	3	0
15	Order for Reception of a Lunatic not under proper Care and Control, or Cruelly Treated or Neglected, to be made by a Justice appointed under the Lunacy Act, 1890, with Statement of Particulars (Statutory) <i>per quire</i>	3	0

SHAW & SONS, Stationers and Lithographers,

Resident Paupers and Wandering Lunatics

(Sects. 14 & 15).

No.		s.	d.
5a	Medical Officer's Notice to Relieving Officer or Overseer, as to Resident Pauper Lunatic who ought to be sent to an Asylum (s. 14) <i>per quire</i>	3	0
5b	Relieving Officer's or Overseer's Notice to Justice of the Peace as to Resident Pauper Lunatic who ought to be sent to an Asylum (s. 14) <i>per quire</i>	3	0
5c	Order to bring up Resident Pauper Lunatic who ought to be sent to an Asylum (s. 14) <i>per quire</i>	3	0
6a	Information as to Wandering Lunatic (s. 15) „	3	0
6b	Order to bring up Wandering Lunatic (s. 15) „	3	0
6c	Direction to Medical Practitioner to Examine Lunatic „	3	0
12	Order for Reception of a Pauper Lunatic, or Lunatic Wandering at Large, with Statement of Particulars and Certificate annexed (Statutory) <i>per quire</i>	3	0

Removal of Lunatics to and Detention in Workhouse

(Sects. 20, 21 & 24).

26	Requisition by Constable, Relieving Officer, or Overseer, to Master of Workhouse to receive Lunatic until he can be taken before a Justice (s. 20) <i>per quire</i>	3	0
27	Order by Justice for Reception of Lunatic in Workhouse for his own safety or the public welfare (s. 21) <i>per quire</i>	3	0
27a	Do. do., Detention of Lunatic in Workhouse until he can be removed to Asylum (s. 21) <i>per quire</i>	3	0
11	Order for Detention of Lunatic in Workhouse, with the necessary Certificates attached (s. 24 (3)) <i>per quire</i>	3	0

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No.		s.	d.
27b	Application by Relieving Officer for Order for Detention of Lunatic in Workhouse (s. 24 4)), with Medical Certificates (Forms 8 and 10 Statutory), and Order of Justice for Detention of Lunatic in Workhouse, with Statement of Particulars (Statutory) annexed <i>per quire</i>	3	0
27c	Workhouse Medical Officer's Notice to Relieving Officer as to Lunatic in Workhouse, who ought to be sent to an Asylum (s. 24 (6)) <i>per quire</i>	3	0
27d	Relieving Officer's Notice to Justice of the Peace as to Lunatic in Workhouse who ought to be sent to an Asylum (s. 24 (6)) <i>per quire</i>	3	0
27e	Order to bring up Lunatic in Workhouse who ought to be sent to an Asylum (s. 24 (6)) <i>per quire</i>	3	0
12	Do. for Reception of a Pauper Lunatic, or Lunatic Wandering at Large, with Statement of Particulars and Certificate annexed (Statutory) <i>per quire</i>	3	0
32	Form of Order for Removal of Lunatic becoming Pauper in Hospital <i>per quire</i>	3	0

(Sect. 64).

11*	Order of Removal by two Visitors of a Pauper Lunatic from a Licensed House, Hospital, or Asylum, to the County Asylum <i>per quire</i>	3	0
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Recovery of Expenses and Adjudication of Settlement and Chargeability, &c.

(Sects. 285-300).

10b	Justice's Order for Payment of Expenses of Medical Examination, and for carrying out Reception Order (s. 285) <i>per quire</i>	3	0
11a	Order for Payment of Expenses of Maintenance by Union from which Lunatic sent to Institution (s. 287) <i>per quire</i>	3	0

SHAW & SONS, Printers and Publishers,

Lunacy Forms.

65

No.		s.	d.
12a	Complaint for Order of Adjudication of Settlement and Payment of Expenses (s. 289) <i>per quire</i>	3	0
12b	Examination as to Settlement (s. 289) „	3	0
12c	Order of Adjudication of Settlement and Payment of Expenses (s. 289) <i>per quire</i>	3	0
13a*	Notice to Clerk of Local Authority of intended Application for Adjudication of Chargeability to Local Authority (s. 290) <i>per quire</i>	3	0
13b	Complaint for Order of Adjudication of Chargeability to Local Authority and for Payment of Expenses (s. 290) <i>per quire</i>	4	0
13c	Order of Adjudication of Chargeability to Local Authority and for Payment of Expenses (s. 290) <i>per quire</i>	4	0
14*	Do. do. Settlement of Lunatic Adjudged Chargeable to Local Authority and for Payment of Expenses (s. 291) <i>per quire</i>	4	0
15*	Do. for Payment of Expenses in case of Irremovability (s. 294) <i>per quire</i>	3	0
16*	Do. do. by Relation liable for Maintenance (s. 295) <i>per quire</i>	3	0
17*	Do. for Seizure and Sale of Lunatic's Property for Payment of Expenses (s. 299) <i>per quire</i>	3	0
18*	Do. by County Court Judge for Payment of Expenses incurred by Guardians (s. 300) <i>per quire</i>	3	0

Appeals

(Sects. 301-313).

19*	Notice and Statement of Grounds of Adjudication (s. 302) <i>per quire</i>	3	0
20*	Do. do. of Appeal against Order of Adjudication of Settlement (s. 305) <i>per quire</i>	3	0
21*	Do. of Abandonment of Order of Adjudication of Settlement (s. 311) <i>per quire</i>	3	0

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BOARDING OUT GENERAL ORDER.

(Dated 4th December, 1905.)

Registers and Account Books.

No.						s.	d.
A	Minute Book, foolscap, half-bound	3 quires	8	6
	Do. do.	5 "	12	6
B	Ledger, foolscap, printed heading, half-bound	3 "	10	0
	Do. do. whole purple basil	3 "	15	0
C	Cash Book, foolscap, half-bound	1 quire	7	6
D	Register of Children Boarded Out in Homes beyond the limits of the Union, to be kept by the Guardians	10	0
E	Do. Boarded Out within the area of the Boarding Out Committee, to be kept by the Secretary of the Committee	10	0
F	Register of Foster Parents with whom Children are Boarded Out...					8	6
H	Note Book for use of Visitors, appointed by the Committee, when visiting Children, thus enabling them to properly fill up Form 9					3	0

Prescribed Forms.

1	Engagement by proposed Boarding Out Committee	...	per quire	3	0
2	Do. by proposed Members of Boarding Out Committee	...	"	3	0
3	Half-yearly Statement, to be sent to the Local Government Board, showing the names and addresses of the Members of the Committee	...	per quire	3	0
4	Agreement between the Boarding Out Committee and the Board of Guardians	...	per copy	0	3
5	Certificate of Medical Officer that Child is not suffering from any Contagious or Infectious Disease, arranged with thick and thin leaves	...	in books of 50	4	0
6	Undertaking of Foster Parent, to be signed in duplicate, one copy to be kept by the Guardians and the other by the Foster Parent	...	per quire	3	0
7	Acknowledgment of Receipt of Child and Clothes, &c.	...	"	3	0
8	Quarterly Report of Schoolmaster to Guardians	...	"	3	0
9	Report of Visitor appointed by the Committee of a visit to Child	...	per quire	3	0

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
10	Half-yearly Return of Clerk to the Guardians of Children Boarded Out in Homes beyond the limit of the Union, to be made as soon as practicable after April 1st and October 1st in each year <i>per quire</i>	3	0
11	Do. of Secretary of Boarding Out Committee of Children Boarded Out under the supervision of the Committee, to be made to the Local Government Board as soon as practicable after January 1st and July 1st in every year <i>per quire</i>	3	0

Other Forms.

K	Notice by Guardians to Boarding Out Committee of intended withdrawal of Child from Home (<i>Art. V. (1)</i>) <i>per quire</i>	3	0
L	Authority of the Boarding Out Committee or of the Guardians to demand the delivery of a Child Boarded Out with a Foster Parent (<i>Art. V. (2)</i>) <i>per quire</i>	3	0

BOARDING OF CHILDREN IN UNIONS ORDER.

No.		s.	d.
1	Engagement to be entered into by Boarding Out Committee <i>per quire</i>	3	0
2	Certificate of Medical Officer as to Health of Child, with counterpart <i>in books of 36</i>	3	0
3	Undertaking of Foster Parents <i>per quire</i>	3	0
4	Acknowledgment of Receiving Child „	3	0
4a	Return of Medical Officer, Amount due for Visits „	3	0
5	Schoolmaster's Quarterly Report to Guardians „	3	0
6	Relieving Officer's Report on Children Boarded with Foster Parents <i>per quire</i>	3	0
7	Medical Officer's Report of Visits to Houses of Foster Parents, with counterpart <i>in books of 50</i>	5	6
8	Return of Children Boarded in Homes within the limits of the Union, under Superintendence of Boarding Out Committee <i>per quire</i>	3	0

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No.		s.	d.
9	Return of Children Boarded Out under Supervision of Boarding Out Committee to be made by Secretary of Committee to Local Government Board <i>per quire</i>	3	0
10	Report of Visitor to Committee stating apparent Bodily Health of Child, &c. (<i>Art. IX. Par. 5.</i>) <i>per quire</i>	3	0
11	Agreement between Boarding Out Committee and Board of Guardians <i>per quire</i>	4	0

WORKHOUSE SCHOOL BOOKS.

141	School Admission and Discharge Book , with index <i>1 quire</i>	6	0
	Do. do. <i>2 quires</i>	7	6
	Do. do. <i>3 "</i>	9	6
142	School Attendance Register with Summary, ruled in books for 50 children, for 1 year <i>each</i>	7	6
	Do. do., for 100 do. <i>"</i>	10	0
142a	Standards of Examination , List of Children arranged according to, in books <i>each</i>	7	6
	Do. do., in sheets <i>per quire</i>	4	0
142b	Time Table for hanging up in School <i>each</i>	0	6
1	Boys' Journal of Instruction in Industry, for twenty Scholars <i>in books for one quarter</i>	2	6
3	Do. of Religious and Secular Instruction ... <i>in book</i> ..	2	6
4	Do. of Moral Conduct during the hours of Instruction and Recreation, for one year	1	6
5	Do. of Attendance	6	0
<i>(The above are also kept for Girls at the same prices.)</i>			
143	Schoolmaster's Journal , and Weekly and Quarterly Report Book ...	10	6
	Schoolmistress's do.	10	6
20c	Visitors' Book <i>1 quire</i>	8	6

SHAW & SONS, Printers and Publishers,

APPRENTICE BOOKS AND FORMS.

No.		s.	d.
B108	Register of Young Persons under 16 hired from Workhouse 2 quires	6	6
136	Apprentice Indenture where the Child is to be bound out by the Guardians, with premium—on parchment each	2	6
	Do. do., on paper per quire	12	0
137	Do., without premium—on parchment each	2	6
	Do. do., on paper per quire	12	0
138	Register of Apprentices	8	0
118a	Register of Visits to Apprentices and Young Persons	6	6
1	Certificate of Medical Officer of Workhouse as to physical fitness of proposed Apprentice per quire	2	0
2	Do. of District Medical Officer as to physical fitness of proposed Apprentice per quire	2	0
3	Do. of Medical Practitioner as to fitness of proposed Apprentice per quire	2	0
4	Certificate of Medical Practitioner in respect of a Disabled Person whom it is proposed to Apprentice per quire	2	0
5	Report of Relieving Officer to the Guardians as to the Parties to the proposed Apprenticeship per quire	2	0
6	Proposal of Apprenticeship (fly leaves)... .. „	2	0
7	Clerk's Notice to the Guardians of other Union, of the binding of an Apprentice (fly leaves) per quire	2	0
8	Report of Relieving Officer and Medical Certificates „	3	0

METROPOLITAN FEVER AND SMALL POX ASYLUMS.

A	Admission Order, signed by Master of Workhouse ... in books of 50	2	6
A 1	Do., signed by Relieving Officer „	2	6
B	Medical Certificate per quire	3	0
B 1	Do., signed by Medical Practitioner „	3	0

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METROPOLITAN ASYLUM DISTRICT.*(General Order dated 10th February, 1875.)*

No.		s.	d.
A	Admission Order in books of 50	2	6
B	Medical Certificate per quire	3	0
C	Report of Guardians to be signed by the Chairman, Vice-Chairman, or a Member of the Visiting Committee of the Board of Guardians of the Union or Parish from which a Pauper is to be sent to an Asylum per quire	3	0

**GENERAL ORDER (METROPOLIS).—DISPENSARY
REGULATIONS,***Dated 22nd April, 1871.*

	Dispensary Visitors' Book, half-bound	7	6
A	Medical Relief Order Book, for attendance at Dispensary 100 leaves	1	0
B	Medical Relief Order Book, for attendance at Pauper's House 100 leaves	1	0
C	Medical Relief Register 3 quires	10	0
	Do. do. 5 „	15	0
	Alphabetical Index to ditto 1 quire	7	6
	Sheets for Returning List to Board of Guardians (<i>Art. 10, No. 6</i>) per 100	3	0
D	Prescription Paper for Paupers who attend at Dispensary ... „	2	6
E	Prescription and Attendance Paper for Paupers attended at their own Homes and elsewhere per 100	2	6
	Drug Account Book	15	0
	Index for ditto 1 quire	7	6
	Ladies' Visiting Committees, <i>see p. 52.</i>		
	District Nurses Order, <i>see p. 61.</i>		

SHAW & SONS, Stationers and Lithographers,

COTTAGE HOMES.

Messrs. S. & S. have supplied many Unions with the necessary Books and Forms for the use of these Homes, and thus, having all the Forms in type, are in a position to print in particulars, dietaries, &c., and to supply the Books at most reasonable charges. They will be happy to forward a complete set of specimen sheets for the purpose of filling in the necessary particulars.

Subjoined is a List of the Books usually required :—

Admission Orders.	Washing Book.
Punishment Book.	Receipt and Payment Book.
Register of Religious Creeds.	Receipt Books.
Register of Deaths.	Order Book.
Medical Relief Book.	Daily Provisions Consumption Account.
Admission and Discharge Book.	Weekly do. do.
Relief List.	Summary and Balance of ditto.
Register of Children.	Necessaries and Miscellaneous Account
Inventory Book.	Book.
Stores Supplement to Inventory.	Summary and Balance of ditto.
Day Book.	Clothing Book.
Summary of Day Book.	Clothing Receipt and Expenditure Book.
Foster Mother's Journal.	Half-yearly Statement of Medical Officer.
Superintendent's Journal.	Visitors' Book.
Requisition Book.	Report Books.
Chaplains' Report Book.	

UNION INFIRMARIES.

Specimens and Prices sent on application.

No.		No.	
1	Admission and Discharge Book.	14	Stewards' Receipt Book.
2	Admission Orders Book.	15	Daily Provisions Consumption
3	Day Book and Summary.		Account.
4	Inventory Book.	16	Weekly Provisions Receipt and
5	Bed Card.		Consumption Account.
6	Japanned Case for holding same.	17	Clothing Materials Receipt and
7	Medical Officers' Report Book.		Conversion Account.
8	Medical Register and Case Book.	18	Clothing Receipt and Expenditure
9	Creed Register.		Account.
10	Register of Births.	19	Stewards' Report Book.
11	Register of Deaths.	20	Chaplains' Report Book.
12	Order Book for Provisions and	21	Notice of Death to Friends.
	Necessaries, &c.	22	Dispensers' Medicine, &c., Account.
13	Stewards' Receipt and Payment	23	Dispensers' Day Book.
	Book.		

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UNION INDUSTRIAL SCHOOLS.

Specimens and Prices sent on application.

No.		No.	
1	Admission and Discharge Book.	14	Daily Provisions Consumption Account.
2	Admission Orders Book.	15	Weekly Provisions Receipt and Consumption Account.
3	Relief List and Abstract.	16	Necessaries and Miscellaneous Account.
4	Superintendents' Receipt and Payment Account.	17	Clothing Register.
5	Superintendents' Receipt Book.	18	Clothing Materials Receipt and Conversion Account.
6	Superintendents' Farm Account.	19	Clothing Receipt and Expenditure Account.
7	Superintendents' Day Book.	20	School Attendance Register.
8	Inventory Book.	20c	Visitors' Book.
8a	Utensils in Stock and Store.	22	Chaplains' Report Book.
9	Clothing Register Book.	23	Porters' Book.
10	Creed Register.		Superintendents' Journal.
11	Register of Deaths.		
12	Punishment Book.		
13	Medical Relief List.		

Vaccination.

(30 & 31 Vict. c. 84; 60 & 61 Vict. c. 49; and 7 Edw. 7, c. 31.)

(Local Government Board's General Orders, 18th October, 1898, and 21st May, 1907.)

No.		s.	d.
1	Poster, setting out the Principal Features of the new Arrangements for Vaccination per 100	8	0
1a	Leaflet <i>re</i> Duty of Parents in regard to the Vaccination of Children, 4 pp. per 100	2	0
V 1	Declaration by Parent that he conscientiously believes that Vaccination would be prejudicial to the health of the Child per 50	3	0
V 2	Form of Vaccination Contract, revised in accordance with the Vaccination Order, May 21st, 1907 each	0	4
V 3	Vaccination Contract with Medical Officer of Workhouse „	0	4

SHAW & SONS, Printers and Publishers,

No.		s.	d.
4*	Vaccinator's Register of Cases <i>in books</i>	5	
4 ^a	Workhouse Vaccination Register „	5	0
5	Public Vaccinator's Quarterly Account of Fees ... <i>per quire</i>	2	0
6	Vaccination Officer's Quarterly Account of Fees ... „	2	0
7	Quarterly Statement of Fees due to District Registrar „	1	6
8	Notice of Alteration in Vaccination Arrangements ... „	2	0
9	Public Vaccinator's Note Book 1 <i>quire</i>	3	0
11	Vaccination Officer's Diary, <i>half-bound</i> 1 <i>quire</i>	8	0
	Portfolios, with spring backs for holding Register Sheets of Births <i>each</i>	4	0
	Do. do., Deaths „	3	6
	Index to Register of Births, with Index cut through for 2,000 names <i>each</i>	3	6
	Do. do., for 4,000 names „	5	6
	Do. of Deaths „	3	6

It may be mentioned that the Forms set out in Schedules 3, 4, and 5 (with the exception of Form O in the latter Schedule) of the Local Government Board's Order are supplied by the Board.

MAGISTERIAL PROCEEDINGS.

30 & 31 Vict. c. 84.

No.		s.	d.
A 1	Information for neglect to cause child to be vaccinated <i>per quire</i>	3	0
A 2	Summons do. „	3	0
A 3	Conviction do. „	3	0
A 4	Warrant of Distress for neglect to cause child to be vaccinated „	3	0
A 5	Commitment „	3	0

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No.									s.	d.
B 1	Information	for neglecting to have a child under the age of 14 vaccinated	per quire	3	0
B 2	Summons	"	3	0
B 3	Order	to have child vaccinated	"	3	0
B 4	Information	for disobedience of order	"	3	0
B 5	Summons	"	3	0
B 6	Conviction	"	3	0
B 7	Warrant of Distress	"	3	0
C 1	Information	for neglecting to cause a child vaccinated to be inspected	per quire	3	0
C 2	Summons	"	3	0
C 3	Conviction	"	3	0
D 1	Information	for neglecting to transmit certificate of successful vaccination	per quire	3	0
D 2	Summons	"	3	0
D 3	Conviction	"	3	0

Books and Forms

REQUIRED BY

ASSESSMENT COMMITTEES.

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Union Assessment Committee Act, 1862	76	Valuation (Metropolis) Act, 1869	80 & 81

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UNION ASSESSMENT COMMITTEE ACT, 1862

(25 & 26 Vict. c. 103).

AGRICULTURAL RATES ACT, 1896

(59 & 60 Vict. c. 16).

No.		s.	d.
1	Rough Minute Book , with printed headings, <i>half-bound</i> and lettered 3 quires	14	0
2	Minute Book to enter Proceedings of Assessment Committee, foolscap, bound in <i>calf</i> and lettered 5 quires	21	0
3	Chairman's Minute Book , <i>half-bound</i>	15	0
5*	Valuation Totals Book , showing the Rateable Value of any Parish as obtained from the Valuation Lists, together with the Assessable Value for the Contribution Order <i>in books of 1 quire</i>	8	6
W 1a	Valuation List , upright form, 15 in. by 11 in., ruled 36 faint lines, printed one side only, with space for signatures at foot <i>per quire</i>	3	0
W 1b	Do. , the same form, but printed both sides, and without the space for signatures at foot <i>per quire</i>	3	0
Valuation List, upright form, 36 lines on a page, bound in books as follows:—			
$\frac{1}{4}$ quire for	396 Names... ..	2	6
$\frac{1}{2}$	818	4	6
1	1692	7	6
$1\frac{1}{2}$ quires for	2556 Names	8	6
2	3420	10	0
3	5154	12	0
Cloth Covers for Valuation Sheet List each			
1		1	0
W 2	Valuation List , oblong form, 15 in. in width and 11 in. in depth, ruled 15 faint lines, and printed one side only ... <i>per quire</i>	3	0
W 2a	Do. , the same form, ruled and printed one side, with space for signatures of Overseers at foot <i>per quire</i>	3	0
W 2b	Do. , the same form, ruled and printed on both sides, but without space for signatures of Overseers at foot ... <i>per quire</i>	3	0
W 2c	Do. , the same form, ruled and printed on both sides, with space for signatures at foot <i>per quire</i>	3	0

SHAW & SONS, Stationers and Lithographers,

No. s. d.
W2b Valuation List, oblong form, **15** lines on a page, bound in books as follows:—

$\frac{1}{4}$ quire for 330 Names...	...	2	6	$1\frac{1}{2}$ quires for 2130 Names	...	8	6
$\frac{1}{2}$ 690 	4	6	2 2850 	10	0
1 1410 	7	6	3 4290 	12	0

Cloth Covers for Valuation Sheet List each **1 0**

W 3a Supplemental Valuation List, upright form, 15 in. by 11 in., ruled and printed one side only, with space for signatures at foot
per quire **3 0**

W 3b Do., the same form, ruled and printed both sides ,, **3 0**

NOTE.—Books may be had in the same Sizes and Prices as the Valuation List set out above.

W 4a Supplemental Valuation List, oblong form, 15 in. in length and 11 in. in depth, ruled 15 lines, and printed one side with space for signatures at foot per quire **3 0**

W 4b Do., the same form, ruled and printed both sides ,, **3 0**

NOTE.—Books may be had in the same Sizes and Prices as the Valuation List set out above.

180d Newstead's Form of Valuation List. Embodying all the requirements of the Rating Act, 1874, as refers to Rating of Plantations, Rights of Sporting, &c. Settled by CHARLES S. NEWSTEAD, Esq., Solicitor and late Clerk to the Guardians of the Wharfedale Union per quire **5 0**

80c Jarvis' Form of Supplemental Valuation List, altered in conformity with the Agricultural Rates Act, showing the Totals of the Valuation for the Parish per quire **4 0**

180c* Shaws' Improved Form of Supplemental List, prepared to meet the requirements of the Agricultural Rates Act, and showing the increase or decrease in the Rateable Value of the Parish as caused by the Valuation per quire **4 0**

181 Notice of Deposit of the Valuation List (s. 17) ,, **1 0**

204 Do. of Re-deposit of Revised Valuation List, with day for hearing objections (s. 17) per quire **1 0**

204a Do. of Deposit of Supplemental Valuation List (ss. 17 and 27)
per quire **1 0**

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No.		s.	d.
206a	Notice of Re-deposit of Revised Supplemental Valuation List, with day for hearing objections (ss. 17, 21, and 27) ... <i>per quire</i>	1	0
182	Notice to Overseers of time and place for hearing Objections to the Valuation Lists <i>per quire</i>	1	0
182a	Do. do., Supplemental Valuation Lists ,,	1	0
182b	Public Notice of time and place for hearing Objections to the Valuation Lists (s. 19) <i>per quire</i>	1	0
187	Order by Assessment Committee to Overseers to make New Valuation (s. 26) <i>per quire</i>	3	0
188	Do. do., to Overseers to revise existing Valuation or make a New Valuation (s. 16) <i>per quire</i>	3	0
189	Do. do. (on application of person aggrieved), to make New Valuation and New Valuation List (s. 26)... <i>per quire</i>	3	0
191	Appointment of Person for revising or making new List (ss. 16, 20) <i>per quire</i>	3	0
192	Order to Overseers, &c., to make Returns to Assessment Committee (s. 13) <i>per quire</i>	3	0
193	Do., &c. , to make Returns and to attend Assessment Committee (s. 13) <i>per quire</i>	3	0
205	Notice of Deposit of Valuation List as altered by Assessment Committee, with day for hearing Objections (s. 21) <i>per quire</i>	1	6
194	Do. of Objection to Valuation List by party aggrieved (s. 18) <i>per quire</i>	3	0
194a	Do. do. Foolscap oblong, $\frac{1}{2}$ sheet ,,	3	0
195	Do. by Overseers (s. 18)... .. ,,	3	0
195a	Do. by Parish Council ,,	3	0
196	Do. of Vestry Meeting to consent to Overseers to Appeal (s. 32) <i>per quire</i>	1	0
196a	Do. of Parish Meeting in Rural Parish not having a Parish Council to consent to appeal by Overseers (s. 32)... .. <i>per quire</i>	3	0
196b	Do. of Parish Council Meeting to consider expediency of appealing (s. 32, 56 & 57 Vict. c. 73, s. 6 (1) (c)) <i>per quire</i>	3	0

No.		s.	d.
197	Intention to Appeal , Notice to Overseers of other Parish of (s. 32) <i>per quire</i>	3	0
198	Do. do., to the Guardians of (s. 32)	3	0
198a	Notice by Parish Council to Guardians of intention to Appeal (s. 32) <i>per quire</i>	3	0
199	Order appointing person to make or revise and sign Valuation List, instead of the Overseers (s. 16) <i>per quire</i>	3	0
200	Contract with Valuer to revise or make New Valuation of a Parish (s. 16) <i>per quire</i>	6	0
201	Do. to make New Valuation (s. 26)	6	0
202	Order appointing Person to make New Valuation and New Valuation List in substitution for or in addition to existing Valuation List (s. 26) <i>per quire</i>	3	0
207	Do. on Overseers to make Supplemental Valuation List (s. 26) <i>per quire</i>	3	0

UNION ASSESSMENT COMMITTEE AMENDMENT ACT, 1864

(27 & 28 Vict. c. 39).

1	Notice to Assessment Committee of intention to appeal against Rate to Special Sessions (s. 1) <i>per quire</i>	3	0
2	Do. do., to Quarter Sessions	3	0
2a	Do. to Overseers of intention to appeal against Rate to Quarter Sessions (s. 1) <i>per quire</i>	3	0
3	Do. of Objection to Valuation List (s. 1)	3	0
4	Do. of Amendment of List to Overseers (s. 1)	3	0
4a	Do. do., with counterpart <i>in books of 50</i>	6	0
5	Do. to Guardians to consent to appearance of Committee as Respondents in Appeal against Rate (s. 2) <i>per quire</i>	2	0
6	Particulars of Valuation by Valuer appointed by Committee (s. 4) <i>per quire</i>	3	0

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No.			s.	d.
7	Notice of Assessment to Public Companies (s. 5) ...	<i>per quire</i>	3	0
8a	Do. of Parish Council Meeting to consent to charging expenses incurred by Overseers in making out List, &c., on Poor Rate	<i>per quire</i>	3	0
8b	Do. of Parish Meeting to consent to charging expenses incurred by Overseers in making out List, &c., on Poor Rate	<i>per quire</i>	3	0
9a	Resolution of Parish Council consenting to charging Expenses incurred by Overseers on Poor Rate ...	<i>per quire</i>	3	0
9b	Do. of Parish Meeting consenting to charge expenses incurred by Overseers on Poor Rate ...	<i>per quire</i>	3	0
10	Allowance of Expenses of Overseers by Assessment Committee (s. 7) ...	<i>per quire</i>	3	0
11	Copy of Totals of Gross Estimated Rental and Rateable Value to be sent to Clerk of County Council (s. 9) ...	<i>per quire</i>	3	0
12	Map or Plan, Notice to Guardians to consent to appointing Person to make (s. 10) ...	<i>per quire</i>	1	6
13	Do., Appointment of Person to make (s. 10) ...	„	3	0
14	Do., Agreement for a ...	„	6	0

[*Estimates for Parish Maps or Plans, Drawn or Lithographed.*]

VALUATION (METROPOLIS) ACT, 1869

(32 & 33 Vict. c. 67).

Valuation List , upright form, 15 in. by 12 in., 36 faint lines, ruled and printed both sides, revised in accordance with the Order of the Local Government Board, dated 20th January, 1898			<i>per quire</i>	4	0
Supplemental Valuation List , upright form, 15 in. by 12 in., 36 faint lines, ruled and printed as above ...			<i>per quire</i>	4	0
1	Notice by Vestry Clerk to Occupier of alteration in Valuation with Gross and Rateable Value (s. 9) ...	<i>per quire</i>	3	0	
1a	Similar Notice by Overseers ...	„	3	0	

SHAW & SONS, Stationers and Lithographers,

Registrars' Books and Forms.

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No.		s.	d.
2	Notice of Deposit or Re-Deposit of Valuation List, with further notice as to time and manner of making Objections (s. 10) <i>per quire</i>	3	0
3	Do. of Deposit of Duplicate Valuation List with further notice as to making objections (s. 15) <i>per quire</i>	3	0
4	Do. of Objection to Valuation List, by Ratepayer (ss. 11 & 12) <i>per quire</i>	3	0
5	Notice of Meeting to hear Objections <i>per quire</i>	3	0
6	Do. of Appeal against Valuation List (ss. 19 & 33) „	3	0
7	Do. do. to Sessions against Valuation List (ss. 19 & 33) „	3	0
8	Do. of Valuation by Provisional List (s. 47) „	3	0
9	Recognizance to try Appeal to Assessment Sessions <i>per dozen</i>	3	0

For Forms of Information, Summons, &c., see Shaws' Magisterial Catalogue.

'Registrars' Forms.

1	Printed Covers to Registrar-General for "Births," "Deaths," and "Marriages." Demy, 11 in. by 17½ in. <i>per quire</i>	1	6
	Printed Manilla Cartridge Envelopes , 15½ in. by 11½ in., for Births, Deaths, and Marriages <i>per 50</i>	8	6
6	Index Book to Register of Births, with Index for 1,300	2	3
	Do. without Index, for 600	1	3
7	Index Book to Register of Deaths, with Index for 1,300	2	3
	Do. , without Index, for 600	1	3
8	Index Book to Register of Marriages, with Index for 1,300	2	9
	Do. , without Index, for 600	1	9

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No.		s.	d.
11	Birth, Death, Marriage, Certificates, revised in accordance with the Regulations of the Registrar-General <i>in books of 25</i>	1	0
	Do. do. „ 50	2	0
74	Do., Superintendent-Registrar's Certificate of „ 25	1	0
	Do. do. „ 50	2	0
177	Cheap Certificates, Notice to fix up in Offices as to <i>each</i>	0	3
14	Quarterly Account, Superintendent-Registrar's <i>per quire</i>	2	0
15	Do., Registrar of Births and Deaths „	2	0
15a	Additional Payments, Return of, made to Registrar... .. „	2	0
18	Number of Births and Deaths and Vaccination Fees, Return of District Registrar to Superintendent-Registrar of <i>per quire</i>	2	0
18a	An Account of Fees due from District Council for Returns of Deaths <i>per quire</i>	2	0
18b	Do. to Registrar from Local Authority for Return of Births and Deaths <i>per quire</i>	2	0
19	Expenses, Amount of, due to Registrar of— „	2	0
20	Returns of Births, Letters to Registrar-General to accompany the .. <i>per quire</i>	1	0
21	Do. Deaths, do. „	1	3
22	Do. Marriages, do. „	1	3
29	Quarterly Account of Payments made by, and of sums due to, the Superintendent-Registrar for the Sub-District of— .. <i>per quire</i>	2	0
31	Claim for Fees, Superintendent-Registrar's, for Entries in Certified Copies of Registers <i>per quire</i>	2	0
32	Registrar's Return of Deaths for purpose of Parliamentary and Municipal Registration <i>per book</i>	2	0

OLD AGE PENSIONS ACT, 1908.

23	Account of Fees due from Pension Officer for Weekly Returns of Deaths of Persons aged 70 years and upwards <i>per quire</i>	2	0
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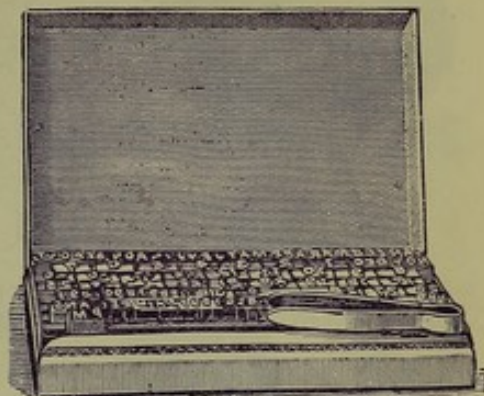
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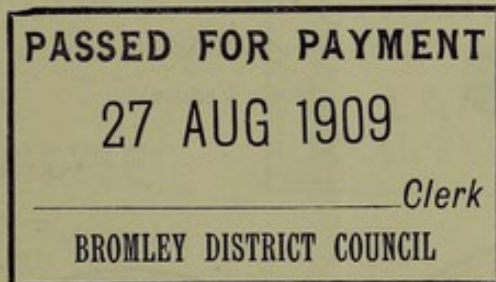
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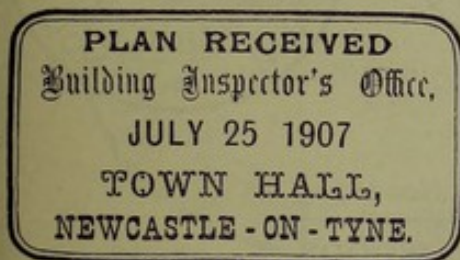
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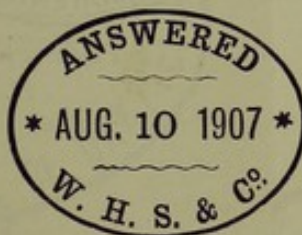
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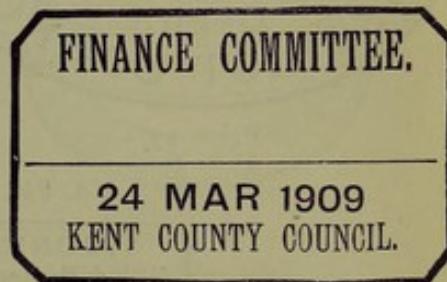
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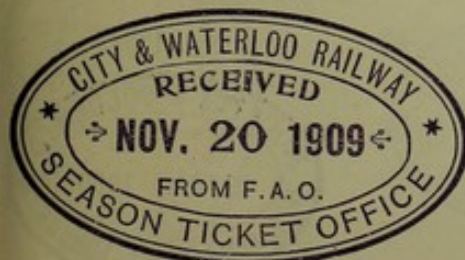
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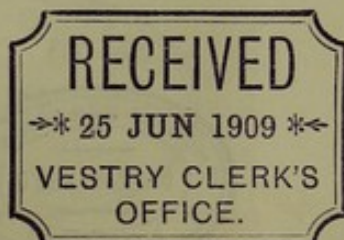
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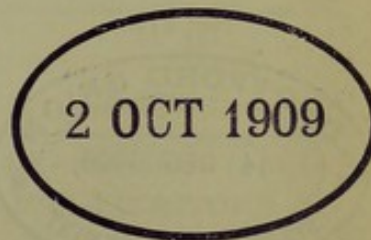
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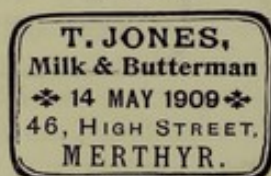
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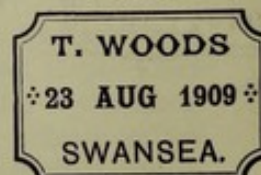
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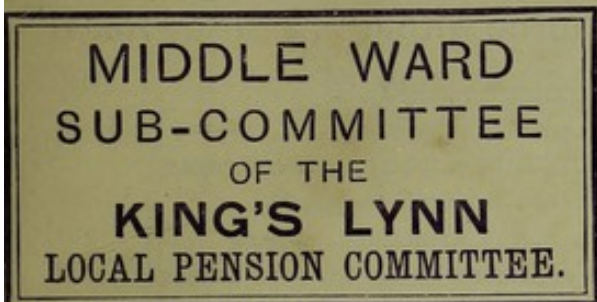
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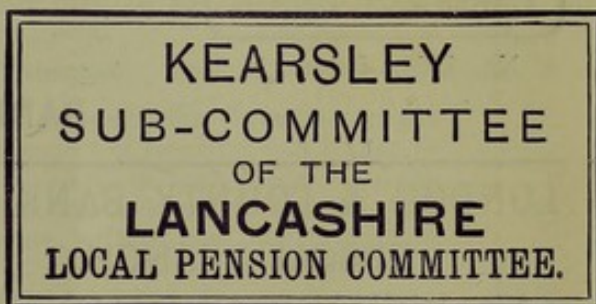
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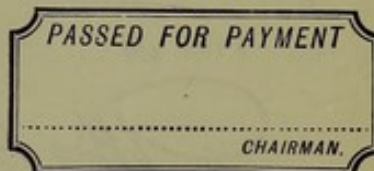
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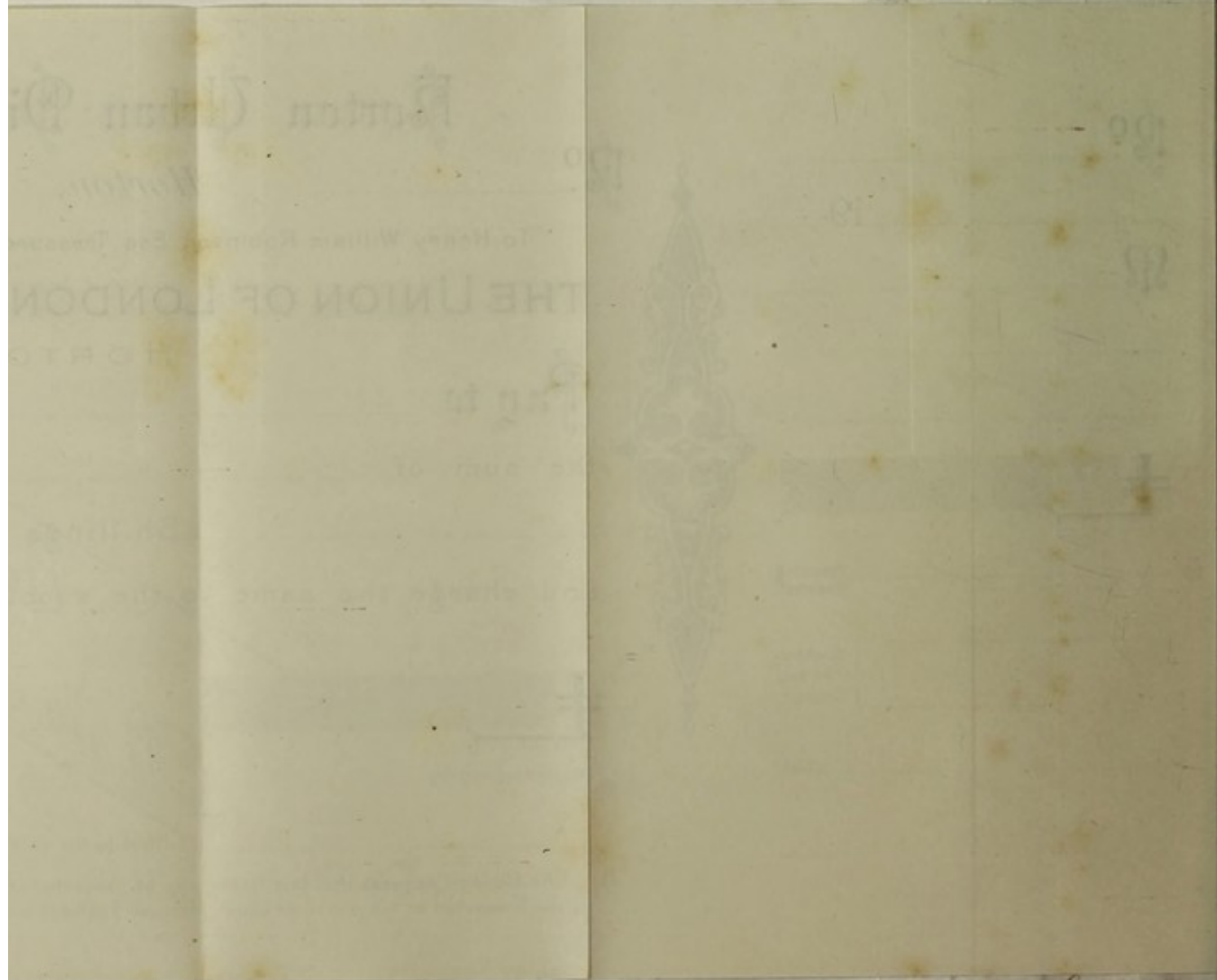
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Name _____

Address _____

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Cheque _____

P.O.O. _____

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I have the pleasure of enclosing you
value £ _____
being the amount of your Account
against the above named Council
for _____
and will thank you to send me a
receipt on the accompanying form
Yours faithfully,

CLERK TO THE COUNCIL

To _____

190

Received of the Woodford Urban District Council

Pounds

Pence

Shillings and

N^o _____

the sum of

for





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5c	Petty Cash Book. Foolscap. Half-bound		1 quire	7	6
N 1	Requisition Book as set forth in Evans' Exemplification. Foolscap. Half-bound	2 quires	9	0

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
O	Certificate for Works done books of 50	2	0
	Certificate of Amount due to Contractor, with Counterpart ..	3	0
P	Tool Account Book 1 quire	9	6
Q	Roadmen's Time Cards for Fortnightly Payments ... per 100	6	0
	Sheets of Tracing Linen, $13\frac{1}{2} \times 8\frac{1}{2}$, with lithographed border and name of Local Authority printed in, for block plans per 5 doz.	21	0
	Highway Forms, Lopping Hedges, &c. (see page 145).		

BUILDING BYELAWS.

1	Register of Plans. Foolscape in books of 1 quire	8	6
2	Notice of Approval of Plans, with the several notices that have to be given by the Builder to the District Council's Surveyor attached in books of 50	7	6
3	Certificate of Completion and that House is Fit for Human Habitation in books of 50	4	6
4	Do. as to Drainage "	4	6
5	Notice to Remove, alter, or pull down work erected in contravention of Byelaws per quire	3	0
6	Notice of Intention to Erect New Buildings "	3	0
	Certificate of Re-numbering or Re-naming House in books of 50	4	6
7	Notice of Intended New Street, with Surveyor's Report per quire	4	0
8	Notice of Intended New Building, with Surveyor's Report ..	4	0
8a	Envelopes. Brief size. Strong Manilla, Cloth-lined, with Eyelet and Patent Fastener. Endorse on Front ... per 100	25	0
8a*Do.	do. not Cloth-lined "	12	0

REMOVAL OF HOUSE REFUSE.

R	Agreement between the Urban District Council and Contractor for the Removal of House Refuse per copy	0	6
	Do. do. per dozen	5	0
S	Register of Collections and Register of Complaints received 100 leaves	12	
T	Daily Sheets for Carters to fill up, shewing the Streets and Houses Visited. Quarter-bound 100 leaves	4	6

Fetter Lane, Fleet Street, London, E.C.

SURVEYORS.

GENERAL
DISTRICT
RATES.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACTORIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

Medical Officers.

No.		s.	d.
12	Medical Officer's Book of Applications, Proceedings, &c.	7	6
13	Medical Officer's Visitation Report Book	8	0
14	Direction of Medical Officer of Health as to Seizure of Diseased Animals, Unsound or Unwholesome Food, &c. ... <i>per quire</i>	3	0
E	Dangerous Infectious Diseases (Notice of) from Poor Law Medical Officer to the Medical Officer of Health, or to the Inspector of Nuisances, in books with counterpart <i>book of 50</i>	2	6
F	Register of Deaths and Diseases for use of Medical Officer of Health, in books, with Index of Diseases at beginning. Prepared by Dr. ROBINSON, Medical Officer of Health for the Combined Sanitary Authorities of East Kent	27	6
G	Tabular Form of Deaths and Diseases <i>per quire</i>	5	0
	Do. do., in book, for reference <i>2 quires</i>	15	0
H	Register of Infectious Diseases... .. <i>2 quires</i>	15	0
L	Spring-back Portfolios, for Medical Officer of Health to hold Returns of Deaths	3	6
	Certificate that Sanitary Fittings are in good condition, <i>in books of 50</i>	6	0

Inspectors.

15	Form of Contract between Sanitary Authority and Inspector of Nuisances <i>each</i>	0	6
16	Inspector's Report Book, <i>half-bound</i> <i>1 quire</i>	10	0
	Do. do. „ <i>2 quires</i>	12	6
	Do. do., in loose sheets for Reports <i>per quire</i>	4	0
17	Inspector's Journal of Visits and Continuous Record	10	6
17a	Pocket Memorandum Book and Journal	3	6

SHAW & SONS, Printers and Publishers,

No.		s.	d.
18	Inspector's Return of Nuisances Book	8	0
19	Do. Presentment Book of Complaints	14	0
M	Do. Sanitary Survey , compiled by Dr. ROBINSON, Medical Officer of Health for the Combined Sanitary Authorities of East Kent <i>in books of 2½ quires</i>	14	6
Ma	Do. do., in loose sheets <i>per quire</i>	4	0
21	Report as to Noxious Trades , or Breach or Non-observance of Bye- laws as to the same <i>per quire</i>	3	0
22	Report to Medical Officer of Houses where Sickness prevails or Sudden Death occurs <i>per quire</i>	4	0
22a	Notice of the existence of Contagious, Infectious, or Epidemic Diseases <i>in books of 50</i>	4	0
23	Report to Medical Officer of a Trade Nuisance Injurious to Health <i>in books of 50</i>	3	0
23a	Notice to Medical Officer of Health as to existence of Nuisance or Overcrowding <i>in books of 50</i>	3	0
24	Report to Medical Officer of Overcrowding Houses <i>in books of 50</i>	4	0
24a	Do. to Medical Officer of Suspected Water Pollution <i>in books of 50</i>	4	0
25	Certificate of Analyst as to Adulterated Articles of Food <i>per quire</i>	3	0

Registrars.

A	Weekly Return of Deaths from Registrar of Births and Deaths to Medical Officer of Health, with Divisions as in Burial Register <i>in books with counterpart</i>	4	6
AA	Do. do., without Divisions	4	6
B	Immediate Form of Notice from Registrar of Births and Deaths to Medical Officer of Health, of Death from Infectious Disease <i>in books with counterpart</i>	3	0
A 1	Registrar's Nil Return to Medical Officer ... <i>in books of 50</i>	2	6

Fetter Lane, Fleet Street, London, E.C.

GENERAL
DISTRICT
RATES.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

Collectors.

No.						s.	d.
28	Notice of Intended Rate.	Foolscap	per 50	3	0
28b	Do. of General District Rate	having been made	...		"	3	0

General District Rate Book and Rate Collection Account (Form H),
combined, showing the deduction on Land, &c., in the Rateable
Value Columns. Drawn by the late H. LLOYD-ROBERTS.

H* *36 Lines on a Page.*

		s.	d.		s.	d.
1	quire for 1692 Names, <i>half-bound</i>	10	6	3	quires for 5148 Names, <i>half-bound</i>	20 0
2	3420	"	15 6	4	6876	" 26 0

H 2* *27 Lines on a Page.*

		s.	d.		s.	d.
1	quire for 1296 Names, <i>half-bound</i>	8	6	3	quires for 3861 Names, <i>half-bound</i>	15 0
2	2565	"	12 0			

H 1* *15 Lines on a Page.*

		s.	d.		s.	d.
1	quire for 705 Names, <i>half-bound</i>	4	6	3	quires for 2145 Names, <i>half-bound</i>	8 6
2	1425	"	6 6			

H 2	General District Rate Receipt Book, with Demand Notes		
		<i>in books of 100</i>	1 0
		" 200	2 0

H 3 **General District Rate Book**, same form as described above but
arranged for Collecting the Rate by TWO INSTALMENTS,

15 Lines on a Page.

		s.	d.		s.	d.
1	quire for 705 Names, <i>half-bound</i>	10	0	3	quires for 2145 Names, <i>half-bound</i>	24 0
2	1425	"	17 0			

Books with 36 lines on a page can also be supplied.

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
H 4	General District Rate Receipt Book for use where the Rate is Collected by TWO INSTALMENTS in books of 100 each	2	0
	„ 200 „	3	0
<i>For Combined Forms of Poor and General District Rate Books see next page.</i>			

36 **Highway Rate Book**, Revised in accordance with the Agricultural Rates Act, 1896. *27 Lines on a Page.*

	s.	d.		s.	d.
1 quire for 1296 Names ...	8	6	3 quires for 3861 Names...	15	0
2 2565 ...	12	0			

38 **Water Rate Book**, with Rate Collection Account.

36 Lines on a Page.

	s.	d.		s.	d.
1 quire for 1692 Names, half-bound	10	0	3 quires for 5148 Names, half-bound	18	0
2 3420 „	14	0			

38a *15 Lines on a Page.*

	s.	d.		s.	d.
1 quire for 705 Names, half-bound	4	6	3 quires for 2145 Names, half-bound	8	0
2 1425 „	6	0			

88p	Water Rent Book showing 4 quarters on an opening, half-bound		
	1 quire	10	6
A 11	Register of Rate Summonses and Costs	1 quire	9 0
	Do. do.	2 quires	12 0
I	Collecting and Deposit Account , half-bound	1 quire	8 0
	Do. do.	2 quires	11 6
	Do. do.	3 „	14 6
I*	Collecting and Deposit Book , smaller form, for General District Rate only	1 quire	5 0
	Do. do.	2 quires	7 0
I 2	Collecting and Deposit Book , consisting of an "Amount" and "Total" Column for each class of Receipt	1 quire	10 6
	Do. do.	2 quires	14 0

Fetter Lane, Fleet Street, London, E.C.

No.		s.	d.
L	General Receipt in books of 100	1	6
	Do. „ 200	3	0
M	Cash Account, half-bound 1 quire	7	6
	Do. do. 2 quires	10	0
41	Collector's Notice of having called for Rates in books of 200	2	0
43	Collector's Weekly Statement per quire of 48 forms	3	0
	Do. in book	8	0
44	Collector's Unpaid Rate Statement per quire of 48 forms	3	0
	Do. in book	8	0

Recovery of Rates, see p. 132.

POOR AND GENERAL DISTRICT RATES.

In consequence of the powers conferred on Urban Authorities of appointing Assistant Overseers, the collection of the General District Rate has been very generally placed in the hands of the person collecting the Poor Rate. This has enabled many Authorities to adopt combined forms of Accounts in the making and collection of these Rates, whereby a great saving of labour has been effected, and many other advantages attained. The sanction of the Local Government Board is necessary before these joint forms can be used, but this is easily obtainable provided the forms are in accordance with the requirements of the Board. Messrs. SHAW & SONS have prepared a series of Poor and General District Rates Accounts as set forth below, which have been drafted in accordance with the forms approved by the Local Government Board, so that little difficulty will be experienced in obtaining the sanction of that Authority for their use. Whilst the publishers recognise the fact that it is impossible to suit the local requirements of every District, they feel that the undermentioned series will meet the needs of a large number of Authorities, and will also readily lend themselves for adaptation to the necessities of any particular area. Sheets will be gladly supplied for submission to the Board for their approval.

No.		s.	d.
H 5	Poor and General District Rates Book, with the Poor Rate portion ruled with red vertical lines, and the General District in blue, 36 lines on a page, half-bound green basil 1692 names—1 quire	16	0
	Do. do. 3420 „ 2 quires	21	0

SHAW & SONS, Printers and Publishers,

No.		s.	d.
H 6	Collecting and Deposit Book, to be used with the above form, half-bound in green basil 1 quire	9	6
Do.	do. 2 quires	12	6
H 7	Demand Notes for Poor and General District Rates ... per 100	2	6
H 8	Receipt Books, with Counterfoil in books of 100	3	0

*For Stationery, &c., see Shaw & Sons' Special Stationery Catalogue,
Post Free on Application.*

URBAN DISTRICT COUNCILS' ELECTION FORMS.

Forms priced at 1d. are supplied in quantities at 3s. per 50; 6s. per 100;
those at 2d., 4s. per 50; 8s. per 100.

No.		s.	d.
1	Notice of Election... .. each	0	2
1*	Do., Casual Vacancy "	0	2
1a	Nomination Paper "	0	1
1b	Do. with Wards "	0	1
1b*	Do., Casual Vacancy "	0	1
2	Statement as to Persons Nominated "	0	2
3	Notice that no Poll will be taken each	0	1
3a	Copy of the above Notice with Circular attached, to be sent to persons elected each	0	2
4	Notice where no Candidates are Nominated "	0	1
5	Notice of Poll for Election of Urban District Councillors only each	0	2
6	Do. for Election of Urban District Councillors and Guardians together each	0	2
7	Declaration of Result of Poll "	0	2
8	Notice of Result of Election "	0	2
8a	Circular to accompany Copy of the above Notice, to be sent to persons elected or deemed to be re-elected each	0	1

Fetter Lane, Fleet Street, London, E.C.

No.		s.	d.
8*	Appointment of Deputy Returning Officer (with general powers) each	0	1
9	Do. do. (with limited powers) „	0	1
10	Notice to Candidate of Decision of Returning Officer as to Validity of Nomination each	0	1
13	Do. of Withdrawal of Candidature „	0	1
15	Do. to Returning Officer of Name and Address of Agent to attend counting of Votes each	0	1

FORMS, INSTRUMENTS, ETC., REQUIRED AT THE POLL.

Ballot Boxes (*see* p. 249).

17 Secret Compartments (*see* p. 248).

18	Indelible Pencils for marking the Ballot Papers per dozen	2	0
	Black Lead Pencils „	1	0

19 Stamping Instruments (*see* p. 250).

20	Directions for Guidance of Voters (to be fixed up outside Polling Places) each	0	2
----	--	---	---

21	Broadside as to Corrupt and Illegal Practices each	0	3
----	---	---	---

22	Presiding Officer's Sundries (<i>see</i> p. 249)... .. per set 2s. 6d. &c	5	0
----	--	---	---

23 Ballot Papers in Books, perforated and numbered as directed by
Election Order.

24 Tendered Ballot Papers (printed on paper of different colour), in
Books, perforated and numbered as directed by Election Order.

25	Tendered Votes Lists each	0	1
----	----------------------------------	---	---

26	Declaration of Secrecy „	0	1
----	---------------------------------	---	---

27	Appointment of Presiding Officer, with Declaration of Secrecy „	0	2
----	---	---	---

28	Do. Clerks „	0	1
----	---------------------	---	---

28a	Do. Counting Assistants... .. „	0	1
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SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
29	Instructions to Presiding Officers and Clerks, in handy Octavo size <i>each</i>	0	3
30	Declaration of Inability to Read ,,	0	1
31	List of Votes marked by Presiding Officer ,,	0	1
32	Questions, Oaths, and Affirmations to be put to, or made by, Voters <i>each</i>	0	2
	New Testament to administer Oaths to Voters ,,	0	6
	Old Testament to Administer Oaths to Jews ,,	0	6
33	Ballot Paper Account, or Presiding Officer's Statement ,,	0	1
34	Notice of Time and Place for Counting Votes... .. ,,	0	1
35	Sheets for Adding up Votes (Shaws' Improved) ,,	0	2
	Do. do., with Candidates' Names printed at top on the shortest notice at an extra charge.		
36	Statement by Returning Officer of Votes rejected, and as to verification of Ballot Paper Account <i>each</i>	0	2
36a	Report by Deputy Returning Officer of Votes rejected, and as to verification of Ballot Paper Account <i>each</i>	0	2
37	Appointment of Polling Agent ,,	0	1
38	Do. Agent to attend counting of Votes ,,	0	1
41	Declaration on Acceptance of Office. Foolscap <i>in books 2 quires each</i>	9	0
	Do. do., loose forms <i>each</i>	0	1
	Notices.—“The Way In,” “The Way Out,” “Polling Station,” “Apply here for Ballot Papers” <i>each</i>	0	1

Separate Lists, with Dates of Proceedings, may be had post free on application.

ESTIMATES FOR QUANTITIES.

Fetter Lane, Fleet Street, London, E.C.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

Borough Funds Act, 1903.**BOROUGH FUNDS ACT (POLLS) ORDER,**

Dated 31st October, 1903.

REGULATIONS AS TO POLLS.

No.				s.	d.
1	Requisition of Electors for Poll (Art. 2)	<i>per doz.</i>		1	0
2	Notice of Withdrawal of Requisition for Poll by Electors (Art. 3). To be delivered to the Returning Officer not later than third day before the day fixed for Poll	<i>per doz.</i>		1	0
3	Notice that no Poll will be taken (Art. 6)	,,		1	0
4	Notice of Poll (Art. 11). To be given seven clear days at least before the day fixed for Poll	<i>per doz.</i>		1	6
5	Declaration of Result of Poll	,,		1	6
6	Appointment of Presiding Officer	,,		1	0

PROCEDURE AT POLL.

7	Instructions to Presiding Officers , printed in neat octavo form <i>per doz.</i>		1	6
8	Directions for Guidance of Voters	,,	1	6
9	Voting Papers , printed to order in accordance with the requirements of the Order.			
10	Questions to Electors , printed on card	<i>each</i>	0	1
11	Declaration of Inability to Read	<i>per 50</i>	2	0
12	List of Votes marked by Presiding Officer	<i>per doz.</i>	1	0
13	Ballot Paper Account	,,	1	0
	Counting Sheets	,,	1	0
	Presiding Officer's Sundries (<i>see p. 249</i>)	<i>each</i>	2	6
	Indelible Pencils	<i>per doz.</i>	2	0
	Notices. —"The Way in," "The Way Out," "Polling Station" <i>each</i>		0	1

*For Stamping Instruments, Ballot Boxes, and Voting Compartments, see pp. 248-250.**SHAW & SONS, Fetter Lane, Fleet Street, E.C.*

RURAL DISTRICT COUNCILS.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACTORIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

Clerks' Books.

No.		s.	d.
1	Minute Book, Demy, FIRST QUALITY, hand made paper. Ruled faint and margin; bound in <i>rough calf</i> , with Index and paged 5 quires	30	0
1*	Rough Minute Book, Demy, azure-laid. Paper ruled as above and <i>quarter-bound</i> 3 quires	10	6
	Do. do. <i>Half-bound</i> 3 „	12	6
1b	Minute Book, Foolscap, FIRST QUALITY, hand-made. Bound in <i>rough calf</i> , with Index, and paged 5 quires	21	0
1b*	Rough Minute Book, Foolscap, azure laid. <i>Quarter-bound</i> 3 „	7	6
	Do. do. <i>Half-bound</i> 3 „	8	6
2	General Ledger, Demy, FIRST QUALITY, hand-made paper. Bound in <i>rough calf</i> , with Index and folioed 5 quires	32	6
2h	General Ledger consisting of two distinct forms, divided by a Vellum Tab, the one for General Purposes and the other for Highways 5 quires	32	6
2*	Rough General Ledger, azure laid paper. Demy. <i>Quarter-bound</i> 3 quires	10	6
	Do. do. <i>Half-bound</i> „	12	6
2a	General Ledger, Foolscap, FIRST QUALITY, hand-made paper. Bound in <i>rough calf</i> 5 quires	25	0
2a*	Rough General Ledger, Foolscap, azure-laid paper. <i>Quarter bound</i> 3 quires	7	6
	Do. do. <i>Half-bound</i> „	10	0
B 4g	Loan Ledger, with Summary, hand-made paper	21	0
2b	Parochial Ledger, Demy, FIRST QUALITY, hand-made paper. Bound in <i>calf</i> , with Index, and paged 5 quires	36	0
2d	Do. do., two half-years on a page „	36	0
2c	Do. do., half-page for Special Expenses „	36	0
2e	Do., Foolscap, FIRST QUALITY, hand-made paper. Bound in <i>rough calf</i> 5 quires	25	0
2f	Do. do., two half-years on a page „	26	0
2g	Do. do., half-page for Special Expenses „	26	0
2e*	Rough Do., azure-laid paper, <i>half bound basil</i> 3 quires	10	0

SHAW & SONS, Printers and Publishers,

No.		s.	d.
2s	Parochial Ledger , designed to shew at a glance the state of the various parochial accounts in any half-year. Alternate openings for General and Special Expenses. Hand-made paper, bound full rough calf 2 quires	30	0
	Do. do., azure-laid paper, half-bound	21	0
C 2	Highway Repairs Expenditure Account , in books, weekly payments, for two years	4	0
	Do. do., fortnightly, for four years	4	6
D	Order Check Book in books of 100	4	6
	When six books of 100 leaves each are ordered the name of the Council is printed in without extra charge.		
	Do. arranged for use with Carbon Paper, 100 thick and 100 thin leaves, with a supply of Carbon Paper, quarter-bound ...	5	0
	Do. do., with Name of Authority printed in.		
	3 books per book	7	6
	6 „ „	5	6
	12 „ „	5	0
3	Estimate for Contribution Orders , showing the amounts required for General Expenses and particulars thereof, also Special Expenses and amounts chargeable as General Expenses upon contributory places separately per quire	5	0
	Do. do. in books of 1 quire	10	0
	Do. do. „ 2 quires	15	0
3a	Register of Charges Receivable and Payable , in which should be recorded all Rents Receivable and Payable by the Local Authority 1 quire	8	6
	Do. do. 2 quires	11	6
	Combined Register , being a Register of Officers' Salaries, of Charges Receivable and Payable, and of Contracts, divided by Vellum Tabs into the four parts above named, strongly half-bound 1 quire	11	0
	Do. do. 2 quires	15	0
	Letter Books (see pp. 254-256).		
	Mortgage Register 1 quire	10	0
3d	Remittance and Receipt Form in books of 100 each	4	0
4	Precept to Overseers for General Expenses 50 „	4	6
	Do. 100 „	8	6
5	Precept for Special Expenses 50 „	4	6
	Do. 100 „	8	6

Fetter Lane, Fleet Street, London, E.C.

RURAL
DISTRICT
COUNCILS'
ACCOUNTS.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

No.						s.	d.
5a	Petty Cash Book, octavo form	1 quire	5	0
5a*	Do., prepared by a District Auditor, with columns showing the purposes of the payments	1 quire	10	0
	Do. do.	2 quires	14	0
5b	Claim for Repayment from County Council of one-half of Salaries of Medical Officers and Inspectors of Nuisances [s. 24 (2(c) 1)]				per quire	3	0
	Do. do.	in books of 1 quire	8	0
5d	Parochial Statement	per quire, 48 forms	3	0
	Financial Statement (permanent form) as prescribed in the Local Government Board's Order, September, 1899, carefully arranged and printed in superior style on best azure-laid paper, with blue faint lines, in printed covers, with Loan Account, for half-year ending March	per doz.	12	0
	Do. do., without Loan Account, for half-year ending September	per doz.	12	0
	Loan Account printed by itself	per quire	6	0
	Financial Statement and Loan Account, duplicate copies, very strongly bound in books containing 10 statements, to last for a period of five years		16	6
6	Treasurer's Bond where Treasurer is not a Banker		0	6
6a	Treasurer's Bond where Treasurer is a Banker		0	6
C	Weekly Return, from Clerk to the Guardians to the Medical Officer of Health, of Sickness and Deaths in the Union Workhouse				48 forms	4	0
D	Do. of out-door Sickness and Death	"	4	6
9	Cheques on Treasurer	in books of 100	4	6
	Do., engraved with Name of Authority, Treasurer, &c., filled in, and printed on surface tints to prevent erasures. Estimates on application.						
10	Contracts (see pp. 122, 131).						
12d	Register of Payments to Contractor	1 quire	8	6
	Do. do., loose forms	per quire	3	0
11	Direction of District Council to Medical Officer of Health to inspect and examine animals, food, &c.	per quire	3	0
11a	Draft Regulations for Meetings of Rural District Councils				each 6d.; per doz.	3	0

SHAW & SONS, Stationers and Lithographers,

Nuneaton Rural District Council.

No

BOARD ROOM,

Union Workhouse.

19

To Charles Hammond, Esq.^{re} Treasurer of the District Council.

AT THE BIRMINGHAM DISTRICT & COUNTIES BANK, NUNEATON.

Pay to the sum of Pounds Shillings and Pence, and charge the same to the account of the said Council.

L

Countersigned by

Specimen London

PRESIDING CHAIRMAN

MEMBERS OF THE SAID COUNCIL.

Received the above amount.

Signature

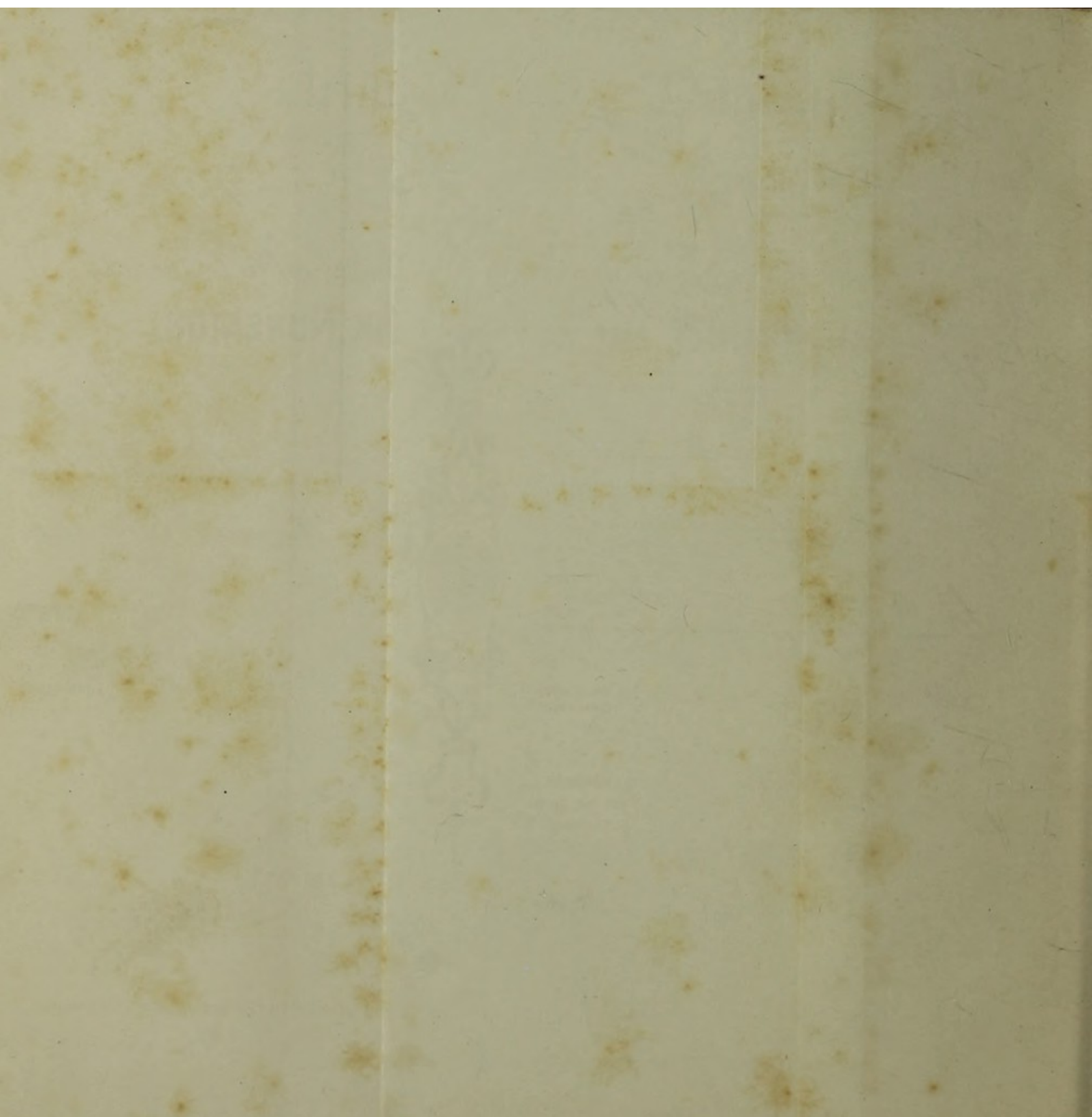
Date

1st Stamp
if £2 and
upwards.

19

N.B.—THE COUNCIL REQUEST THAT THIS ORDER MAY BE PRESENTED FOR PAYMENT WITHIN 14 DAYS FROM THE DATE HEREOF TO THE TREASURER AT HIS HOUSE OR USUAL PLACE OF BUSINESS AND WITHIN THE USUAL HOURS OF BUSINESS.

THIS CHEQUE REQUIRES ENDORSEMENT.



DORINGTON RURAL DISTRICT COUNCIL.

N^o 19 Dorigton, 19

To William Owen Pentland, Esq., Treasurer of the Rural District Council,
at the *London & Provincial Bank Limited,*
DORINGTON BRANCH.

PAY TO

Pounds

or Order, the sum of

Shillings

and

Pence, and charge the same to the Account

of the said Council.

Presiding Chairman.

£

Countersigned by

Clerk to the said Council.

N.B: The Council request that this Order may be presented for payment within 14 days from the date hereof to the Treasurer at his house or usual place of business and within the usual hours of business.

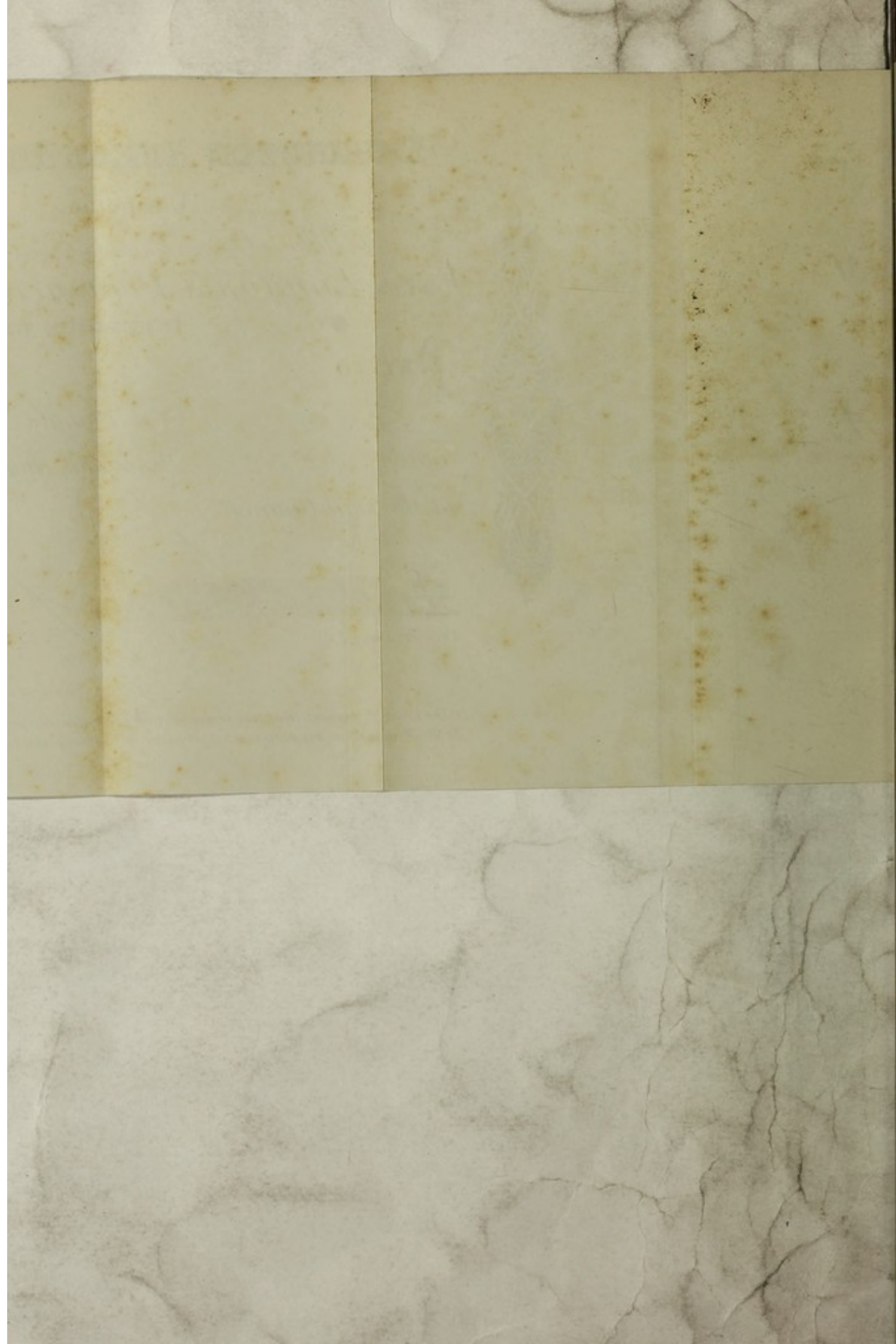


Presiding
Chairman.

Members
of the said
Council.

Clerk.

Members
of the said
Council.



Wylcombe Rural District Council.

No.

190

Sir

I have the pleasure of enclosing you
value £
being the amount of your Account
against the above named Council
for
and will thank you to send me a
receipt on the accompanying form
Yours faithfully,

CLERK TO THE COUNCIL

To

No.

190

Received of the Wylcombe Rural District Council

Pounds

Pence

Shillings and

the sum of

for



No.

190

Name

Address

£. s. d.

Cheque

P.O.O.

Stamps

CLERK.



THE NATIONAL ARCHIVES



No.		s.	d.
12a	Councillors' Motion Book, with columns for Councillors' Names, Subject of Motion and Votes, in accordance with Public Health Act, 1875. Foolscap 2 quires	9	6
	Do. do. 3 „	12	6
12b	Councillors' Attendance Book, with Summary. Foolscap. Half-bound 50 leaves	8	6
	Do. do. 100 „	12	0
	Agenda Book. Quarto size 2 quires	5	0
	Seal of District Council, specially prepared.		

Sketches and Specimens free on application.

12c	Seal Register. Foolscap. Half-bound 1 quire	7	6
	Do. do. 2 quires	11	6

Letter and Correspondence Books on the Carbon System, with printed letterpress headings, 100 leaves in duplicate, double numbered, bound in cloth, with Index, and with a supply of Carbon Paper—

		Octavo size.	Quarto size.
		s. d.	s. d.
3 books each	4 6	5 6
6 „ „	3 0	4 0
12 „ „	2 6	3 6

Small Dwellings Acquisition Act, 1899 (62 & 63 Vict. c. 44).

1	Register of Advances, giving the particulars required by Sec. 8 of the Act. Foolscap, half bound 1 quire	8	6
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ENGRAVED CHEQUES.

Cheques handsomely engraved, with name of Authority, Bank, Treasurer, &c., on fine thick post paper, perforated, with counterpart, and bound in 10 books of 100 each from	27	6
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N.B.—Plates not Charged.

Specimen Book and Quotations on application.

Remittance Form to accompany cheque, with receipt attached, perforated, with counterpart in books of 100 each	4	0
Do. do., 5 books filled in with name of Authority	25	0

Treasurers.

7	Treasurer's Receipt and Payment Book, Foolscap 1 quire	7	0
	Do. do. 2 quires	10	0
7a	Do. do., royal 8vo, bound red skiver „	8	6
8	Treasurer's Pass Book	5	0

Fetter Lane, Fleet Street, London, E.C.

SURVEYORS
(RURAL).

BYELAWS,
FACTORIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

Surveyors.

No.						s.	d.
D	Surveyor's Cash Book for Highway Purposes, oblong form, with columns for Particulars of Payments	2 quires	14	0			
E	Surveyor's Contract Book , containing Accounts for Manual Labour, Team Labour, Materials, and Improvements, <i>half-bound</i>	2 quires	10	0			
F	Wages Account Book , for Weekly Payments, bound <i>limp</i>	$\frac{1}{2}$ quire	5	0			
	Do. do., <i>half-bound</i>	1 „	7	6			
	Do. do. „	2 quires	10	0			
	Do. do., loose sheets	<i>per quire</i>	4	0			
F*	Do., Fortnightly Payments, <i>half-bound</i>	2 quires	10	0			
FF*	Wages Book for Highways Only, octavo form, for Monthly Payments, 10 lines on a page	1 quire	4	6			
FI*	Do. do. do., quarto form, for Monthly Payments, 20 lines on a page	1 quire	7	0			
G	Stores Account , <i>half-bound</i>	1 „	7	6			
	Do. do.	2 quires	10	0			
H	Stock and Stores Account , <i>half-bound</i>	1 quire	7	6			
	Do. do.	2 quires	10	0			
I	District Surveyor's Monthly Statement as to Stores, &c., with Summary	<i>in books of</i> 1 quire	10	0			
	Do. do.	2 quires	14	0			
1a	Do. do., loose sheets	<i>per quire</i>	4	6			
L	General Receipt Book	100 each	1	6			
	Do.	200 „	3	0			
M	Cash Account Book. Foolscap form	1 quire	7	6			
	Do.	2 quires	10	0			
M 1	Surveyor's Cash Account Book , prepared by E. MORGAN, Esq., late Auditor, <i>half-bound</i>	1 quire	10	0			
	Do. do.	2 quires	15	0			

SHAW & SONS, Printers and Publishers,

No.		s.	d.
5 ^c	Petty Cash Book. Foolscap. Half bound 1 quire	7	6
N 1	Requisition Book as set forth in Evans' Exemplification. Foolscap. Half-bound 2 quires	9	0
O	Certificate for Works done in book of 50	2	0
	Certificate of Amount due to Contractor, with counterpart ..	3	0
P	Tool Account Book 1 quire	9	6
Q	Roadmen's Time Cards for Fortnightly Payments ... per 100	6	0
	Sheets of Tracing Linen, 13½ by 8½, with lithographed border and name of Local Authority printed in, for block plans per 5 dozen	21	0
	Highway Forms, Lopping Hedges, &c., see p. 145		

BUILDING BYELAWS.

1	Register of Plans, Foolscap in books of 1 quire	8	6
2	Notice of Approval of Plans, with the several notices that have to be given by the Builder to the District Council's Surveyor attached in books of 50	7	6
3	Certificate of Completion and that House is fit for Human Habitation in books of 50	4	6
4	Do. as to Drainage "	4	6
5	Notice to Remove, alter, or pull down work erected in contravention of Byelaws per quire	3	0
6	Notice of Intention to erect new Buildings "	3	0
	Certificate of Re-numbering or Re-naming House in books of 50	4	6
7	Notice of Intended New Street, with Surveyor's Report per quire	4	0
8	Notice of Intended New Building, with Surveyor's Report ..	4	0
8a	Envelopes. Brief size. Strong Manilla, Cloth-lined, with Eyelet and Patent Fastener. Endorse on Front ... per 100	25	0
8a*Do.	do. not Cloth-lined "	12	0

REMOVAL OF HOUSE REFUSE.

R	Agreement between the Rural District Council and Contractor for the Removal of House Refuse per copy	0	6
	Do. do. per doz.	5	0
S	Register of Collections and Register of Complaints received 100 leaves	12	6
T	Daily Sheets for Carters to fill up, shewing the Streets and Houses Visited, quarter-bound 100 leaves	4	6

Fetter Lane, Fleet Street, London, E C.

SURVEYORS
(RURAL).

BYELAWS,
FACILITIES, &
ALLOTMENTS.

PUBLIC
HEALTH.

Medical Officers.

No.		s.	d.
12	Medical Officer's Book of Applications, Proceedings, &c.	7	6
13	Do. Visitation Report Book	8	6
14	Direction of Medical Officer of Health as to seizure of Diseased Animals, Unsound or Unwholesome Food, &c. ... <i>per quire</i>	3	0
E	Dangerous Infectious Diseases (Notice of) from Poor Law Medical Officer to the Medical Officer of Health, or to the Inspector of Nuisances, in books with counterpart <i>book of 50</i>	2	0
F	Register of Deaths and Diseases, with Index of Diseases prepared by Dr. ROBINSON, Medical Officer of Health for the combined Sanitary Authorities of East Kent... ..	27	6
G	Tabular Form of Deaths and Diseases <i>per quire</i>	5	0
	Do. do., in book, for reference <i>2 quires</i>	15	0
H	Register of Infectious Diseases... .. <i>2 „</i>	15	0
L	Spring-back Portfolios, for Medical Officer of Health, to hold Returns of Deaths	3	6
	Certificate that Sanitary Fittings are in good condition, <i>in books of 50</i>	6	0

Inspectors.

15	Form of Contract between District Councils and Inspector of Nuisances	<i>each</i>	0	6
16	Inspector's Report Book, <i>half-bound</i>	<i>1 quire</i>	10	0
	Do. do.	<i>2 quires</i>	12	6
	Do. do., in loose sheets for reports	<i>per quire</i>	4	0
17	Inspector's Journal of Visits and Continuous Records		10	6
17a	Pocket Memorandum Book and Journal		3	6
18	Inspector's Return of Nuisances Book		8	0
19	Do. Presentment Book of Complaints		14	0
M	Do. Sanitary Survey, compiled by Dr. ROBINSON, Medical Officer of Health for the combined Sanitary Authorities of East Kent <i>in books of 2½ quires</i>		14	6
Ma	Do. do., in loose sheets	<i>per quire</i>	4	0

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
21	Report as to Noxious Trades, or Breach or Non-observance of Byelaws as to the same <i>per quire</i>	3	0
22	Do. to Medical Officer of Houses where Sickness prevails or Sudden Death occurs <i>per quire</i>	4	0
22a	Notice of the existence of Contagious, Infectious, or Epidemic Diseases <i>in books of 50</i>	4	0
23	Report to Medical Officer of a Trade Nuisance injurious to health <i>in books of 50</i>	3	0
23a	Notice to Medical Officer as to existence of Nuisance or Overcrowding <i>in books of 50</i>	3	0
24	Report to Medical Officer of Overcrowding Houses	4	0
24a	Do. do., of Suspected Water Pollution	4	0
25	Certificate of Analyst as to Adulterated Articles of Food <i>per quire</i>	3	0
A 3	Notice of Nuisance to Owner or Occupier by Inspector of Nuisances <i>per quire</i>	3	0

Registrars.

A	Weekly Return of Deaths from Registrar of Births and Deaths to Medical Officer of Health, with Divisions as in Burial Register <i>in books with counterpart</i>	4	6
AA	Do. do., without Divisions	4	6
B	Immediate Form of Notice from Registrar of Births and Deaths to Medical Officer of Health, of Death from Infectious Disease, <i>in books with counterpart</i>	3	0
A 1	Registrar's Nil Return to Medical Officer ... <i>in books of 50 each</i>	2	6

RURAL DISTRICT COUNCILS ELECTION FORMS.

Supplied in quantities as follows:—Forms at 1d., 3s. per 50, 6s. per 100;
Forms at 2d., 4s. per 50, 8s. per 100.

1	Notice of Election <i>each</i>	0	2
1*	Do. do., for a Casual Vacancy	0	2
1a	Nomination Paper	0	1
1b	Do. do., with Wards	0	1
1b*	Do. do., Casual Vacancy	0	1

Fetter Lane, Fleet Street, London, E.C.

No.		s.	d.
2	Statement as to Persons Nominated <i>each</i>	0	2
2*	Do. do., Casual Vacancy „	0	2
3	Notice that no Poll will be taken „	0	1
3 ^a	Copy of the above Notice with Circular Letter attached, to be sent to Persons Elected <i>each</i>	0	2
4	Notice where no Candidates are Nominated „	0	1
5	Do. of Poll for Election of Rural District Councillors only „	0	2
6	Do. do. Parish and Rural District Councillors for same area <i>each</i>	0	2
7	Declaration of Result of Poll „	0	1
8	Notice of Result of Elections „	0	2
8 ^a	Circular to accompany Copy of the above Notice, to be sent to Persons Elected or deemed to be Re elected <i>each</i>	0	1
8 ^b	Do. do. Copies of the above Notice, to be sent to Overseers with Instructions to Publish <i>each</i>	0	1
8*	Appointment of Deputy Returning Officer (with general powers) „	0	1
9	Do. do. (with limited powers) „	0	1
9 ^b	Instructions to Deputy Returning Officer „	0	3
10	Notice to Candidate of Decision of Returning Officer as to Validity of Nomination (rule 7, sub-s. 4) <i>each</i>	0	1
13	Notice of Withdrawal of Candidature <i>each</i>	0	1
14	Report of Deputy Returning Officer to Returning Officer „	0	2
15	Notice to Returning Officer of Name and Address of Agent to attend Counting of Votes <i>each</i>	0	1

FORMS, INSTRUMENTS, ETC., REQUIRED AT THE POLL.

Ballot Boxes (*see* p. 249).

17 **Secret Compartments** (*see* p. 248).

18 **Indelible Pencils** for Marking the Ballot Papers *per doz.* 2 0

Black Lead Pencils „ 1 0

19 **Stamping Instruments** (*see* p. 250) 10 0

20 **Directions for Guidance of Voters** (to be fixed up outside Polling Places) *each* 0 2

21 **Broadside** as to Corrupt and Illegal Practices „ 0 3

22 **Presiding Officer's Sundries** (*see* p. 249) *per set* 2 6

Do. do. „ 5 0

SHAW & SONS, Printers and Publishers,

No.		s.	d.
23	Ballot Papers , perforated and numbered as directed by Election Order.		
24	Tendered Ballot Papers (printed on paper of different colour), perforated and numbered as directed by Election Order.		
25	Tendered Votes List <i>each</i>	0	1
26	Declaration of Secrecy „	0	1
27	Appointment of Presiding Officer , with Declaration of Secrecy „	0	2
28	Do. of Clerks „	0	1
28a	Do. of Counting Assistants „	0	1
29	Instructions to Presiding Officers and Clerks „	0	3
30	Declaration of Inability to Read „	0	1
31	List of Votes marked by Presiding Officer „	0	1
32	Questions, Oaths, and Affirmations to be put to, or made by, Voters „	0	6
	New Testament to Administer Oaths to Voters „	0	6
	Old Testament to Administer Oaths to Jews „	0	6
33	Ballot Paper Account , or Presiding Officer's Statement „	0	1
34	Notice of Time and Place for Counting Votes „	0	1
35	Sheets for Adding up Votes (Shaws' Improved) „	0	2
35a	Do. do., with Candidates' Names printed at top on the shortest Notice at extra charge.		
36	Statement of Votes Rejected <i>each</i>	0	2
37	Appointment of Polling Agent „	0	1
38	Appointment of Agent to attend Counting of Votes „	0	1
41	Declaration on Acceptance of Office. Foolscap ... <i>per book</i>	6	0
	Notices. —"The Way In," "The Way Out," "Polling Station," "Apply here for Ballot Papers" <i>each</i>	0	1

ESTIMATES FOR QUANTITIES.

Separate Lists post free on application.

For List of Forms for Election of Guardians see pp. 39-41, and for Parish Councillors see pp. 245-247.

Fetter Lane, Fleet Street, London, E.C.

Registers and Licenses.

LOCAL GOVERNMENT ACT, 1894

(56 & 57 Vict. c. 73).

No.		s.	d.
1	License of Gang Masters by District Council, with counterpart <i>in books of 50</i>	4	6
2	Register of ditto, half-bound 1 quire	7	6
3	Applications for Pawnbrokers' Certificates per quire	3	0
4	Pawnbrokers' Certificates, with counterpart in books of 50 each	4	6
5	Register of ditto, half-bound 1 quire	7	6
6	Game Dealer's License, with counterpart in books of 50 each	4	6
7	Register of ditto, half-bound 1 quire	7	6
8	Passage Broker's, &c., License, with counterpart in books of 50 each	4	6
9	Register of ditto, half-bound 1 quire	7	6
10	License for Knacker's Yards, with counterpart in books of 50 each	4	6
11	Register of Knacker's Licenses, half-bound 1 quire	7	6
2a	License for Petroleum, with counterpart in books of 50 each	6	6
3	Register of ditto, half bound 1 quire	7	6

CARBIDE OF CALCIUM.

1	Applications for License to keep Carbide of Calcium per quire	3	0
2	Licenses to keep Carbide of Calcium in books of 12	3	0
	Do. do. „ 25	4	6
3	Register of Carbide of Calcium Licenses, half-bound 1 quire	8	6

PETROL FOR MOTOR CARS.

1b	Application for License per doz.	1	0
2b	License for Storing Petrol, with counterfoil, perforated and bound <i>in books of 25</i>	4	6
	Do. do. „ 50	6	6

SHAW & SONS, Stationers and Lithographers,

Model Byelaws

Set forth in Messrs. Mackenzie & Handford's Books on Model Byelaws, printed in Draft Form & Copyright.

As the Model Byelaws enumerated below are not obtainable from the Local Government Board or any other Publishers, being copyright, Messrs. Shaw & Sons have printed them in draft form on foolscap paper with wide margin (thus permitting any local additions or particulars being inserted preparatory to their final adoption), and supply them at the prices stated below.

When the Byelaws have been finally approved and sanctioned they can very easily and at small cost be converted into pamphlet form, and the required number printed off. There is little doubt but that these draft forms will prove of great assistance to all Authorities having the question of adopting any particular Byelaws under consideration.

Printed on good, strong foolscap paper, with wide margins for inserting necessary Local modifications, and fastened together.

Part			s.	d.
I.	New Streets and Buildings and alterations of Buildings			
		<i>per copy</i>	1	6
	Ditto	<i>per dozen copies</i>	15	0
„	II.— Drainage of Existing Buildings	<i>per copy</i>	1	0
	Ditto	<i>per dozen copies</i>	9	0
„	III.— Public Food Supply.			
	(i.) Public Slaughterhouses	<i>per copy</i>	1	0
	Ditto	<i>per dozen copies</i>	9	0
	(ii.) Model Regulations of the Local Government Board as to Dairies, Cowsheds, and Milkshops	<i>per copy</i>	0	6
	Ditto	<i>per dozen copies</i>	4	0
„	IV.—(i.) Omnibuses	<i>per copy</i>	1	0
	Ditto	<i>per dozen copies</i>	12	0
	(ii.) Tramway Carriages, Rules and Regulations	<i>per copy</i>	0	9
	Ditto	<i>per dozen copies</i>	7	6
„	V.— Public Recreation.			
	(i.) Pleasure Grounds	<i>per copy</i>	1	0
	Ditto	<i>per dozen copies</i>	9	0
	(ii.) Village Greens & Parish Recreation Grounds,	<i>per copy</i>	0	6
	Ditto	<i>per dozen copies</i>	4	0
	(iii.) Whirligigs, Swings, Shooting Galleries, &c.,	<i>per copy</i>	0	8
	Ditto	<i>per dozen copies</i>	6	0

Fetter Lane, Fleet Street, London, E. C.

		s.	d.
Part VI.—	Scavenging.		
(i.)	Removal of Filth through Streets ... <i>per copy</i>	0	4
	Ditto <i>per dozen copies</i>	3	0
(ii.)	Removal of House Refuse <i>per copy</i>	0	4
	Ditto <i>per dozen copies</i>	3	0
„ VII.—	Public Conveniences and Cabmen's Shelters.		
(i.)	Conduct of Persons using Sanitary Conveniences <i>per copy</i>	0	8
	Ditto <i>per dozen copies</i>	6	0
(ii.)	Cabmen's Shelters <i>per copy</i>	0	8
	Ditto <i>per dozen copies</i>	6	0
„ VIII.—	Model Regulations of the Local Government Board as to Allotments (County, Borough and District Councils) <i>per copy</i>	0	4
	Ditto <i>per dozen copies</i>	3	0

The Model Byelaws of the Local Government Board under the Public Health and other Acts are as follows, and can be supplied printed in pamphlet form, 8vo size :—

No.		s.	d.	No.		s.	d.
1	Cleansing of Footways, &c....	0	2	11	Horses, Ponies, Mules, or Asses, standing for Hire ...	0	2
2	Prevention of Nuisances ...	0	2	12	Pleasure Boats and Vessels...	0	3
3	Common Lodging Houses ...	0	3	13	Houses let in Lodgings ...	0	2
4	New Streets and Buildings...	0	6	14	Cemeteries	0	2
4a	New Buildings, &c., in Rural Districts	0	6	15	Mortuaries	0	2
5	Markets	0	2	16	Offensive Trades	0	2
6	Slaughter Houses	0	2		Hop Pickers, Pickers of Fruit and Vegetables	0	2
7	Hackney Carriages	0	3		Locomotives	0	1
8	Public Bathing	0	2		Tents, Vans, Sheds, and Similar Structures ...	0	1
9	Public Baths, Wash-houses, &c. ...	0	6				
10	Pleasure Grounds	0	2				

Shop Hours Act, 1904,

AND

Regulations of the 13th February, 1905, made by the Secretary of State.

No.		s.	d.
A	Notice of Intention to make Closing Order, with the Draft Order annexed printed to order.		
A1	REGISTER OF SHOPS in accordance with Art. 4 1 quire, half-bound	7	6
	Do. do. do. 2 quires „	10	6
	Do. do. do. 3 „ „	14	0
B	Notice of Order proposed to be made (for the opinion of Occupiers of Shops) per 50	3	0
B*	Voting Papers to accompany Notice B, with Local Particulars, and numbered printed to order.		
C	Notice as to Inspection of Register and Votes... .. per 50	3	0
D	Notice of Provisions of Order, with Closing Order annexed printed to order.		
E	Notice of Proposal to Revoke Order per quire	3	0
E*	Voting Papers to accompany Notice E, with Local Particulars, and numbered printed to order.		
F	Notice that Order is not made per quire	3	0
F1	Notice that Order is confirmed, with the Order annexed printed to order.		
F2	Notice that Order is disallowed per quire	3	0
F3	Notice that Order is revoked „	3	0

Factory Act, 1901

(1 Edw. 7, c. 22).

A	Register of Workshops, drawn in compliance with Section 131 of the Factory Act, 1901 in books of 1 quire	9	0
B	Register of Bakehouses oblong form, in books of 1 „	10	0
C	Inspector's Note Book „	3	0

PUBLIC HEALTH ACT, 1875.

(Sect. 38.)

68	Notice by Local Authority to Owner or Occupier to construct sufficient waterclosets for each sex in books of 50, with counterpart	4	6
68*	Information for non-compliance with above Notice per quire	3	0

Fetter Lane, Fleet Street, London, E.C.

FACTORY ACT, 1901.**NUISANCES.**

Sect. 2, sub-sects. (1) and (2), and Public Health Act, 1875.)

No.		s.	d.
106a	Notice by Local Authority to abate Nuisance. General Form available for any Offence under the Act <i>per quire</i>	3	0
106a*	Do. do. in books of 50, with counterpart	4	6
	Also with 50 thick and 50 thin leaves, for use with Carbon Paper	5	0
120	Complaint by Local Authority where nuisance not abated <i>per quire</i>	3	0
121b	Summons do. do. „	3	0
122c	Order of Justices to abate Nuisance „	3	0
123	Complaint by Local Authority where Nuisance likely to recur <i>per quire</i>	3	0
123b	Summons do. do. „	3	0
123c	Order of Justices for removal of Nuisances and prohibition of renewal <i>per quire</i>	3	0
123d	Information for non-compliance with Order to abate Nuisance <i>per quire</i>	3	0

LIMEWASHING.

(Sect. 2, sub-sect. (3).)

46	Certificate of Medical Officer of Health or Inspector of Nuisances that the Limewashing, Cleaning, or Purifying of a Factory is necessary for the health of persons employed therein in books of 50, with counterpart	4	6
47	Notice by District Council to Owner or Occupier of a Workshop to Limewash, &c. in books of 50	4	6
	(Sect. 2, sub-sect. (4).)		
48	Information for non-compliance with notice to Limewash <i>per quire</i>	3	0
49	Complaint by District Council for expenses of Limewashing „	3	0

SANITARY CONVENIENCES.

(Sect. 9, sub-sect. (4).)

58*	Notice under Public Health Act, 1890, sect. 22 (2), by Urban Authority to provide Sanitary Conveniences ... in books of 50	4	6
59*	Information for non-compliance with above Notice ... <i>per quire</i>	3	0

PROVISIONS AGAINST FIRE.

(Sect. 14, sub-sect. (1).)

50	Certificate of District Council that Factory or Workshop is provided with means of escape from fire in books of 50	4	6
51	Information for not keeping Factory furnished with proper means of escape from fire <i>per quire</i>	3	0
	(Sect. 14, sub-sect. (2).)		
52	Notice of District Council to Owner to provide means of escape in case of fire in books of 50	4	6
53	Information for non-compliance with above Notice ... „	3	0

SHAW & SONS, Stationers and Lithographers,

BAKEHOUSES.

(Sect. 101, sub-sect. (2).)

No.		s.	d.
54*	Provisions of the Factory Act, 1901, relating to Bakehouses, as enacted in sections 97, 98, and 99 (1 Edw. 7, c. 22) <i>in books of 50</i>	4	6
	With name of Authority printed in „	8	6
54	Certificate of District Council as to suitability of Underground Bakehouse <i>in books of 50</i>	4	6

HOME WORK.

(Sect. 110.)

Circular of the Home Office, 4th October, 1906.

F A1	Register of Lists of Outworkers , giving columns for Inspection of Lists, Prosecutions, &c., from which the information for columns 1, 2, 3, 4, 7, and 8 of the Return can be obtained <i>half-bound</i>	10	6
F A2	Register of Visits to Outworkers' Premises , from which the information for columns 9—15 of the Return can be obtained <i>half-bound</i>	10	6
F A3	Note Book for use when Visiting <i>in books of 100 leaves</i>	3	0
55	Particulars of Outworkers , furnished by one District Council to another <i>per quire</i>	3	0
55*	Particulars of Outworkers , furnished by one Council to another, arranged upon the Carbon System, so that the information for columns 5 and 6 of the Return may be readily ascertained <i>in books of 50 thick and 50 thin copies</i>	5	0
56	Order of District Council prohibiting Home Work in place where there is Infectious Disease (Sect. 110) <i>per quire</i>	3	0
56*	Order (in Case of Urgency) signed by two or more members of the District Council prohibiting Home Work in place where there is Infectious Disease <i>per quire</i>	3	0
57	Information for Non-Compliance with Order prohibiting Home Work in place where there is Infectious Disease... .. <i>per quire</i>	3	0
57*	Information for Non-Compliance with Urgency Order made by two or more members of District Council prohibiting Home Work in place where there is Infectious Disease <i>per quire</i>	3	0

EMPLOYMENT OF WOMEN.

(Sect. 133.)

45	Notice by Medical Officer to Factory Inspector of employment of Children, &c., in Workshop... .. <i>per quire</i>	3	0
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Fetter Lane, Fleet Street, London, E.C.

Small Holdings and Allotments Act, 1908.

(7 Edw. 7, c. 54.)

An Indispensable Guide to all interested in Small Holdings.

THE LAW OF SMALL HOLDINGS IN ENGLAND AND WALES. Being the Small Holdings Acts, 1892 and 1907, carefully and fully annotated, together with Appendices of all the incorporated and relevant Statutes, the Land Clauses Acts, Land Transfer Acts and Rules, &c., together with a number of Forms and Precedents connected with the Registration of Title, &c., and of Rules for the Management of Holdings. By **SIDNEY WRANGEL CLARKE**, of the Middle Temple, Barrister-at-Law. The book contains an Introductory Chapter of some length, setting out the various stages to be taken by Councils in putting the Acts into operation, and drawing attention to such matters as the acquisition of land with special reference to the requirement that when land is purchased the title of the Council must be registered at the Land Registry. The financial restrictions on the powers of a Council are also dealt with. Price **5s. 4d.** net, post free.

No.		s. d.
1	Public Notice inviting those desirous of obtaining Allotments to make application <i>per 100</i>	6 0
2	Regulations in accordance with the draft form of the Board of Agriculture and Fisheries are kept in type so that the necessary local particulars can be added for submitting to the Board, and after approval the requisite copies can be printed off in Octavo Form.	
4	Application for Allotment (Official Form) <i>per 50</i>	3 0
5	Register of Applications	8 6
6	Agreement for Letting (Official Form) <i>per doz.</i>	2 6
7	Do. to Let to Persons working on Co-operative System ..	2 6
9	Register of Allotments, with columns for particulars of Tenancy, Acreage, Rent, &c.	10 6
9*	Certificate apportioning Rates, &c. <i>in books of 50</i>	2 0
10	Notice determining Tenancy <i>per 50</i>	3 0
11	Do. of Application to Justices to Recover Possession ..	3 0

SHAW & SONS, Printers and Publishers,

Notification of Births Act, 1907.

(7 Edw. 7, c. 40.)

No.		s. d.
1	Circular giving notice of the adoption of the Act and setting out the Provisions of the Act <i>per 100</i>	4 6
	Do. Do. Do. <i>per 1,000</i>	15 0
1a	Poster Do. Do. <i>per 100</i>	6 0
2	Postcards giving notice of the Birth of a child to Medical Officer of Health <i>in books of 50, addressed and stamped, 3 books</i>	18 0
	" " 6 "	30 0
	" " 12 "	48 0
Section 1 (2) of the Act provides for these notices to be supplied by the Local Authority without charge to any Medical Practitioner or Midwife residing or practising in their area, who applies for same.		
3	Register of Births notified to the Local Authority <i>in books of 1 quire, half-bound</i>	7 6
	" 2 quires, "	10 0

Electric Undertakings.

The Accounts are divided into SIX SETS, as follows:—

WORKS DEPARTMENT.

- A. Record and Tests.
- B. Relating to Staff employed.
- C. Stores at Works.

SUPPLY DEPARTMENT.

- D. Meters and Services.
- E. Apparatus on Hire.

ACCOUNTANT'S DEPARTMENT.

- F. All Books relating to the Financial part of the undertaking and Payment of Accounts.

Works Department.		No.	s. d.
No.	A. RECORDS AND TESTS.		
1.	Daily Log Book or record of Daily Working, Lighting, and Power.	4. Mains Test Book <i>half-bound</i>	12 6
2.	Daily Log Book or record of Daily Working, Traction.	5. Extensions to Mains	12 6
3.	Works Cost Book — Monthly Record ... <i>half-bound</i>	6. Record of Repairs	
		Foolscap, 1 quire, <i>half-bound</i>	8 6
		Do. " 2 quires "	12 6
B. STAFF.			
		1. Wages Book 1 quire, <i>half bound</i>	16 0
		2. Addresses of Men wanting Employment, 1 quire, <i>half-bound</i>	8 6

Fetter Lane, Fleet Street, London, E.C.

Electric Undertakings—continued.

No. C. STORES. s. d.

1. Stores Account, with Columns showing to which Accounts Stores are chargeable
1 quire, half-bound 12 6
2. Order Book, arranged for use with Carbon Paper
in books of 100 thick and thin 5 0
3. Coal Store Book, showing the amount of Coal in Store
2 quires, half-bound 10 6

Supply Department.

D. METERS AND SERVICES.

1. Meter Charge Book
2 quires, half-bound 16 0
2. Meter Readings (Consumers')
Octavo, 2 quires, whole cloth 5 6
3. Meter Inspection Book
Octavo, 2 quires, whole cloth 5 6
4. Installation Test Book
2 quires, half-bound 14 0
5. Alphabetical Register of Consumers ... half-bound 7 6

- No. 7. Application Form for Electricity Supply ... per 50 4 0
8. Application Form for Testing ... per 50 4 0

E. APPARATUS ON HIRE.

1. Register of Meters
1 quire, half-bound 9 6
2. Meter Repairs 1 " " 9 6
3. Motor Repairs 1 " " 9 6

Accountant's Department.

F.

1. Abstract Book—Capital Account.
2. Abstract Book—Revenue Account.
3. Ledger—Consumers' Deposits.
4. Electricity Collection Book.
5. Electricity Charge Book.
6. Consumers' Account Form.
7. Collecting and Deposit Book.
8. Consumers' Receipt Form.
9. Board of Trade Statutory Form of Accounts ... per copy 2 0

Specimen Sheets of the above will be gladly sent to Local Authorities for approval.

The Public Health Acts.

The following Forms, with few exceptions, 3s. per quire.

Sewerage and Drainage.

- | | | | |
|-----|---|-------------------|--|
| No. | | | |
| 57 | Sect. 16.—Notice to Owner or Occupier of intention to carry Sewer into, through, or under private Land, &c. | | |
| 58 | „ 21.—Notice of Intention to Drain into Sewer of Local Authority, with counterpart, in books of 50, | 4s. 6d. | |
| 59 | „ 23.—Notice to Owner or Occupier to make a Covered Drain. | | |
| 59a | Do. do., with counterpart, in books of 50, | 4s. 6d. | |
| | Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, per book, | 5s. | |
| | Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books, at | 7s. 6d. per book. | |
| | | 6 „ 5s. 6d. „ | |
| | | 12 „ 4s. 9d. „ | |

SHAW & SONS, Stationers and Lithographers,

Privies, Waterclosets, &c.

- No.
- 64 Sect. 35.—Information for building House without Privy, Ashpit, &c.
- 65 Summons.
- 66 Conviction.
- 66a Report of Surveyor of House being without a Privy, &c.
- 67 „ 36.—Notice to provide House with Privy, Watercloset, &c.
- 67a Do. do., with counterpart, *in books of 50, 4s. 6d.*
- Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, *per book, 5s.*
- Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at *7s. 6d. per book.*
- 6 „ 38.—Notice to provide Factory with separate Waterclosets for each Sex.
- 68* Information for non compliance with Notice to provide separate Waterclosets for each Sex.
- 69 „ 41.—Application to Local Authority for examination of Drain, Watercloset, &c., supposed to be a nuisance.
- 70 Notice by Local Authority to Occupier of intended entry to examine Drain, &c.
- 71 Authority to Surveyor or Inspector to enter premises and inspect.
- 72 Notice to Owner or Occupier to Repair Drain, &c.
- Recovery of Expenses, &c. (*see* Forms 202–206).

Scavenging and Cleansing.

Regulations as to Streets and Houses.

- 42a Contract for Removal of House Refuse, Cleansing of Earthclosets, &c. (*see* page 131).
- 42b Contract for Cleansing Streets.
- 42c Contract for Watering Streets.
- 73 Sect. 43.—Notice to Local Authority to remove House Refuse.
- 74 „ 46.—Certificate of Medical Officer of House being in unwholesome condition.
- 75 Notice to Cleanse, Disinfect, or Purify House.

76 Sect. 47.—Notice by Urban Authority to remove Pigs, &c.

77 Do. do. to remove Stagnant Water.

78 Do. do. to abate Nuisance from Overflow of Water-closet, Privy, &c.

Offensive Ditches.

79 Sect. 48.—Information for Foul Ditch.

79a Summons for ditto.

80 Order of Justices to Cleanse Ditch.

81 „ 49.—Notice of Accumulation of Manure by Inspector of Nuisances
 (Urban).

82 „ 50.—Notice of Periodical Removal of Manure (Urban).

Recovery of Expenses, &c. (*see* Forms 202-206).

Water Supply.

84 Sect. 52.—Notice to Water Company of Water required.

53a Application to Local Government Board for permission to construct Reservoir.

85 „ 54.—Notice to Owner or Occupier of intention to carry Water-main
 through Premises, Land, &c.

54^b Notice of intention to carry Water-main through Lands without the District.

54c Application to Local Government Board, as under s. 34.

56a Agreement for Supply of Water.

85a Sect. 57.—Notice of wasting Water supplied by Local Authority, *in books*
of 50, 4s. 6d.

Do. do., arranged on the Carbon System, in books of 50
thick and 50 thin leaves, *per book*, 5s.

Do. do., with Name of Authority printed in, in books
of 100 thick and 100 thin leaves, 3 books, at 7s. 6d. *per book*.

6 „ 5s. 6d. „

12 " 4s. 9d. "

57^a Notice of Intention to Break up Street (10 Vict. c. 17, s. 30).
Rural only.

57b Demand for Payment of Cost of Communication Pipes, &c.
(*Id.*, s. 46).

No.

- 57c Sect. 57.—Notice of Intention to Lay Service Pipe (*Id.*, s. 48).
 57d Notice to make Communication with Water-main (*Id.*, s. 49).
 57e Notice to Remove Service Pipe, &c. (*Id.*, s. 51).
 87 „ 62.—Report of Surveyor—House without proper Water Supply.
 88 Notice to Owner to obtain Water Supply in specified time
 where such supply can be furnished at a cost not exceeding
 twopence a week.
 Contract with Water Company to supply Water.
 Complaint, Summons, and Order for Recovery of Expenses (*see*
 Forms under s. 257, p. 133).
 Order declaring Expenses to be Private Improvement Expenses.

Public Health (Water) Act, 1878

(41 & 42 Vict. c. 25).

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|------|--|
| 87a | Sect. 3.—Report of Officer of District Council of Dwelling-house without a supply of Water. |
| 88a | Notice (Form A. in Act) requiring Owner to provide a supply of Water for an occupied House. |
| 88a* | Do. do., <i>in books of 50 each</i> , 4s. 6d. |
| | Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, <i>per book</i> , 5s. |
| | Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. per book. |
| | 6 „ 5s. 6d. „ |
| | 12 „ 4s. 9d. „ |
| 88b | Second Notice (Form B. in Act), to be served where requirements of first Notice have not been complied with. |
| | Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, <i>per book</i> , 5s. |
| | Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. per book. |
| | 6 „ 5s. 6d. „ |
| | 12 „ 4s. 9d. „ |
| 88c | Notice of application to Justices for an Order to enter to execute Works. |
| 88d | Notice withdrawing or modifying previous Notice. |
| 88e | „ 4—Memorial to District Council, stating objections of Owner. |

SHAW & SONS, Stationers and Lithographers,

No.	
94	Sect. 76.—Room Ticket.
95	Notice to Register.
95 ^a	Application for Registry.
95 ^b	Report of Inspector thereon.
95 ^c	Notice of House being Registered.
96	„ 78.—Certificate of Registry.
97	Notice to reduce number of Lodgers.
97 ^a	Weekly return of ditto.
98	„ 81.—Notice to Keeper of Lodging-house to obtain proper supply of Water.
99	„ 83.—Order to report every Person who resorted to Lodging-house previous night.
100	Schedules for such Report.
101	„ 84.—Notice to Medical Officer of Fever in Common Lodging-house.
102	Notice to Relieving Officer of ditto.
103	Sects. 86 and 88.—Information for offence with respect to Common Lodging-house.
105	Summons.
106	Conviction.

Nuisances.

106*	Preliminary Notice as to Nuisance, arranged on the Carbon System, in books of 50 thick and 50 thin leaves, <i>per book</i> , 5s.
	Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. <i>per book</i> .
	6 „ 5s. 6d. „
	12 „ 4s. 9d. „
106½	Sect. 93.—Information to Local Authority of existence of Nuisance.
106 A	Notice to abate Nuisance (General Form—Form A. in Act).
106 A*	Do. do., with counterfoil, <i>in books of 50, per book</i> , 4s. 6d.
	Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, <i>per book</i> , 5s.
	Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. <i>per book</i> .
	6 „ 5s. 6d. „
	12 „ 4s. 9d. „

No.

107 A Sects. 91 and 94.—Notice to Abate Nuisance. Premises in condition Injurious to Health. This and the following Forms to 113 A are variations of Form A. in Act.

107 A*	Do.	do., with counterpart, 50 leaves in book, 4s. 6d.
	Do.	do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, per book, 5s.
	Do.	do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. per book.
		6 „ 5s. 6d. „
		12 „ 4s. 9d. „

108 A Foul Pool, Ditch, Gutter, Watercourse.

108 A*	Do.	do., with counterpart, 50 leaves in book, 4s. 6d.
	Do.	do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, per book, 5s.
	Do.	do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. per book.
		6 „ 5s. 6d. „
		12 „ 4s. 9d. „

109 A Animal kept so as to be a Nuisance.

109 A*	Do.	do., with counterpart, 50 leaves in book, 4s. 6d.
	Do.	do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, per book, 5s.
	Do.	do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. per book.
		6 „ 5s. 6d. „
		12 „ 4s. 9d. „

110 A Accumulation or Deposit which is a Nuisance.

110 A*	Do.	do., with counterpart, 50 leaves in book, 4s. 6d.
	Do.	do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, per book, 5s.
	Do.	do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. per book.
		6 „ 5s. 6d. „
		12 „ 4s. 9d. „

11 A Overcrowding.

Fetter Lane, Fleet Street, London, E.C.

No.

- 112 A Sects. 91 and 94.—Factory, Workshop or Workplace not kept in cleanly state, so as to be Injurious to Health.
- 112 A* Do. do., with counterpart, *in books of 50*, 4s. 6d.
- 113 A From Smoke.
- 114 Sect. 93.—Notice to Local Authority of Nuisance for want of Privy, Drain, &c., by Officer of Authority.
- Do. do., in books with counterpart, *50 leaves in book*, 4s. 6d.
- Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, *per book*, 5s.
- Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. *per book*.
- 6 „ 5s. 6d. „
- 12 „ 4s. 9d. „
- 115 Notice to Local Authority of Dilapidated and Filthy House, by Officer of Authority.
- 116 Do. do., Foul Drain, Accumulation, by ditto.
- Do. do., in books with counterpart, *50 leaves in book*, 4s. 6d.
- Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, *per book*, 5s.
- Do. do., with Name of Authority printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. *per book*.
- 6 „ 5s. 6d. „
- 12 „ 4s. 9d. „
- 117 Notice of Nuisance for want of Privy, Drain, &c., by parties aggrieved.
- 118 Do. Dilapidated Houses, by ditto (B 5).
- 119 Do. Foul Drain, Accumulation, by ditto.
- 120 „ 95.—Complaint of existing Nuisance.
- 121 B Summons (Form B. in Act).
- 122 C Order of Justices to abate Nuisance (Form C. in Act), and for Penalties.
- 123 Complaint where Nuisance is likely to recur.
- 123 B Summons, ditto (Form B. in Act).
- 123 C „ 96.—Order, Nuisance likely to recur (Form C.).
- 123 D „ 98.—Information for Non-compliance with Order to Abate Nuisance.
- 124 C Do., where Nuisance is Removed before Complaint (Form C.).

No.

- 125 D Sect. 98.—Order of Justices upon Local Authority to abate Nuisance
(Form D. in Act).
126 D Do., with Prohibition where Nuisance is likely to recur.
127 „ 105.—Complaint to Justice of Nuisance by party aggrieved.

Offensive Trades.

- 128 Sect. 114.—Certificate as to Nuisance from Offensive Trade by Medical
Officer of Health, &c., to District Council.

Unsound Meat.

- 129 Sect. 116.—Information by Medical Officer or Inspectors as to Unwhole-
some Food.
130 A „ 117.—Order to Destroy Unwholesome Food without Summons.
131 „ 119.—Complaint to obtain a Search Warrant.
132 Search Warrant.

Infectious Diseases and Hospitals.

- 133 Sect. 120.—Certificate of Medical Officer as to Cleansing and Disinfecting.
134 Notice to Cleanse and Disinfect.
135 „ 124.—Certificate of Person suffering from Infectious Disorder by
Medical Practitioners.
136 Order of Justices to remove Persons suffering from Infectious
Disorder.
137 Do. by Local Authority.
138 „ 128.—Certificate of Medical Officer that Premises have been properly
Disinfected.
See Isolation Hospital Committees, pp. 148 & 149.

Mortuaries.

(DEATHS FROM INFECTIOUS DISEASES, &c.)

- 139 Sect. 142.—Certificate of Medical Officer of Death from Infectious Disease.
140 Order of Justices to remove Dead Body and bury the same.

Regulations of Streets and Buildings.

- 143 Sect. 150.—Notice to Owner or Occupier to Sewer, Level, Pave, &c.,
Private Street (Urban) (Form G. in Sched.).

Fetter Lane, Fleet Street, London, E.C.

No.

- 143^a Sect. 150.—Notice of Apportionment of Expenses by Surveyor, with counterpart, *in books of 50, 4s. 6d.*
- Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, *per book, 5s.*
- Do. do., with Name of Authority and local particulars printed in, in books of 100 thick and 100 thin leaves,
3 books at 7s. 6d. *per book.*
6 „ 5s. 6d. „
12 „ 4s. 9d. „
- 143^b Demand for Payment of Amount Apportioned, with counterpart, *in books of 50, 4s. 6d.*
- Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, *per book, 5s.*
- Do. do., with Name of Authority and local particulars printed in, in books of 100 thick and 100 thin leaves,
3 books at 7s. 6d. *per book.*
6 „ 5s. 6d. „
12 „ 4s. 9d. „
- 144 „ 152.—Notice declaring Street to be Highway (Urban).
- 145 „ 153.—Notice to raise, sink, or alter pipes, &c. (Urban).

Slaughter-Houses (Urban).

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|------|---|
| 147 | Sect. 170.—Register of Slaughter-houses Registered, 1 <i>quire</i> , 10s. |
| 148 | Do. do. Licensed, 1 „, 10s. |
| 149 | Notice of Non-Registration. |
| 150 | Certificate of Registry. |
| 223c | Slaughter-house License, under Towns Improvement Act, 1847,
<i>in books of 50 leaves</i> , 6s. 6d. |
| 223d | Do. do., under Public Health Acts Amendment Act,
<i>in books of 50 leaves</i> , 6s. 6d. |
| 151a | License for Slaughter-house or Knacker's Yard, <i>in books of</i>
50, 4s. 6d. |
| 152 | Notice to Occupier to Repair Slaughter-house. |
| 153 | Do., to Cleanse. |
| 153a | Do. do., with counterfoil, <i>in books of 50</i> , 4s. 6d. |
| | Do. do., arranged on the Carbon system, in books of 50
thick and 50 thin leaves, <i>per book</i> , 5s. |
| | Do. do., with Name of Authority and local particulars
printed in, in books of 100 thick and 100 thin leaves,
3 books at 7s. 6d. <i>per book</i> . |
| | 6 „ 5s. 6d. „ |
| | 12 „ 4s. 9d. „ |

Contracts.

- No.
 156 Sect. 173.—Contract and Bond for Supply of Goods, *per quire*, 8s.
 157 Contract for Works, with Bond, *per quire*, 14s.; *per dozen*, 7s. 6d.;
per copy, 1s.
 157a Do. do., without Bond (concise form), for amounts
 under £100, *per quire*, 14s.; *per dozen*, 7s. 6d.; *per copy*, 1s.

Purchase of Lands.

- 159 Sect. 176.—Notice to Owner or Occupier of intention to Purchase Land.
 160 Petition to Local Government Board concerning Land in-
 tended to be taken.
 176b Answer in blank to be enclosed with Notice.
 176d Statutory Declaration to accompany Petition.
 176e Book of Reference.

Arbitration.

- 161 Sect. 180.—Appointment of Arbitrator (sub-s. 1).
 162 Notice of Appointment of Arbitrator (sub-s. 4).
 163 Appointment of Umpire (sub-s. 7).
 164 Declaration by Arbitrator or Umpire (sub-s. 10).

Appointment of Officers of Local Authority.

OFFICERS OF URBAN DISTRICT COUNCIL.

- 165 Sect. 189.—Medical Officer's Contract.
 166 Surveyor's Appointment and Bond.
 167 Inspector of Nuisances' Appointment and Contract.
 6 Treasurer's Bond, when Treasurer is not a banker.
 6a Treasurer's Bond, when Treasurer is a banker.
 170 Collector's Bond.

OFFICERS OF RURAL DISTRICT COUNCIL.

- 171 Sect. 190.—Medical Officer's Contract.
 172 Surveyor's Appointment and Bond.
 173 Inspector of Nuisances' Appointment and Contract.
 6 Treasurer's Bond, when Treasurer is not a banker.
 6a Treasurer's Bond, when Treasurer is a banker.

Borrowing Powers.

- No.
 225 Sect. 229.—Notice of Apportionment on contributory places.
 178 „ 236.—Mortgage of Rates (Form H. in Act), paper and parchment.
 179 „ 237.—Register of Mortgages, 1 *quire*, 10s.
 180 „ 238.—Register of Transfer of Mortgages, 1 *quire*, 10s.
 180a Transfer of Mortgage (Form I. in Act), paper and parchment.
 181 „ 240.—Form of Grant of Rentcharge (Form K. in Act).
 182 „ 241.—Register of Rentcharges.

Audit of Accounts.

- 183 Sect. 247.—Notice of Audit (sub-s. 3). (*Rural only.*)
 183a Do. do. (*Urban.*)

Recovery of Rates.

- 184 Sect. 256.—Information for non-payment of Rates.
 184a Do. do., for several Ratepayers.
 185 Summons.
 186 Order for Payment.
 187 Warrant of Distress.
 187a List of Persons whose Rates have been excused.

Recovery of Contribution from Overseers by Rural District Council.

- 7 Application for Summons by Chairman of Council.
 8 Summons to one Overseer to answer complaint of Chairman.
 9 Order upon one Overseer for payment of Contribution to be levied by distress, or, in default of distress, imprisonment.

**Prosecution of Offences and Recovery of Expenses,
Penalties, &c.**

- 192 Sects. 102 and 305.—Notice to Owner or Occupier of Application to Justices for an order to enter premises.
 193 Application to Justices for order to enter premises.
 194 Order of Justices to enter (Form F. in Act).
 195 Notice of entry upon lands.

No.	
196	Sect. 306.—Information for obstructing any person employed in the execution of the Act.
197	Summons.
198	Conviction.
199	Complaint by Owner of Occupier obstructing the execution of Works.
200	Summons.
201	„ 306.—Order of Justices to Owner (Form E. in Act).
202	Information to recover costs, expenses, or penalties. (<i>See 122 C.</i>)
203	Summons.
204	Order for payment.
205	„ 306.—Warrant of distress.
206	Warrant of commitment.
207	„ 307.—Information for damaging works or property of local authority.
208	Summons.
209	Conviction.
257 ^a	„ 257.—Complaint to obtain expenses.
257 ^b	„ 257.—Summons to recover expenses.
257 ^c	„ 257.—Order for payment of expenses.

Public Health Act, 1875, Sched. III.—Resolutions of Owners and Ratepayers.

31	Requisition of a Meeting of Owners and Ratepayers to consider a Resolution.
32	Convening Meeting, Notice.
33	Result of Meeting, Notice of.
34	Notice of Poll as to adoption of Resolution.
35	Voting Papers, with the Name of the Place and the Resolution printed in.
36	Adding up Votes, Book for, <i>per book</i> , 2s.
37	Result of Poll, Notice of.
122	Collector's Book for entering Particulars of having called for Voting Papers, <i>per dozen</i> , 6s.

Public Health Act, 1875, Sched. IV.—Qualification of Voters.

38	Register of Owners and Proxies, 1 <i>quire</i> , 8s. Do., 2 <i>quires</i> , 10s. 6d.
39	Claims and Objections, Notice of Time for making (Form L. in Sched.), <i>per quire</i> , 6s.

No.

- 40 Owner's Claim (Form L. in Sched.).
 41 Claim of Proxy, indorsed with copy of Appointment (Form L. in Sched.).
 42 Do. in case of a Corporation, indorsed with Copy of Appointment (Form L. in Sched.).
 43 Notice of Objection (Form L. in Sched.).
 44 Appointment of Proxy by Owner or Joint-Stock Company (Form M. in Sched.).
 45 Do. by Corporation (Form M. in Sched.).

Public Health Acts Amendment Act, 1890

(53 & 54 Vict. c. 59).

List of Forms prepared by A. MACMORRAN, Esq., K.C., Editor of
 "Lumley's Public Health."

- 250 Sect. 3.—Notice of Meeting and Resolution adopting parts of Act (Urban Authority).
 251 Do. (Rural Authority).
 252 Public Notice of resolution coming into operation, with local particulars printed in, *per* 100, 10s., for Urban District Council.
 252a Ditto ditto for Rural District Council.

MUSIC AND DANCING.

- 296 Sect. 51.—Notice of application for Music or Dancing License.
 297 License.
 298 Notice of Transfer.
 299 Transfer License.
 300 Fourteen-day License by justices in petty sessions.
 301 Register of Music and Dancing Licenses, 1 quire, half-bound, 7s. 6d.

N.B.:—For complete List of Forms under this Act, see Shaw & Sons' Magisterial Catalogue.

Public Health Acts Amendment Act, 1907

(7 Edw. 7, c. 53).

PART II.—STREETS AND BUILDINGS.

- 1 Sect. 15.—Notice of provisions of this section to every person intending to lay out new street or to erect new buildings, *per* quire, 3s.
 2 „ 18(a).—Notice by owner of intention to provide new means of access to his premises, *per* quire, 3s

SHAW & SONS, Printers and Publishers,

- No.
- 3 Sect. 19 (1).—Notice by local authority to do urgent repairs to private street, *in books of 50 thick and 50 thin leaves, 5s.*
- 4 „ 25.—Notice requiring owner to effectually form, flag, &c., yards, *in books of 50 thick and 50 thin leaves, 5s.*
- 5 „ 28.—Notice by local authority to remove materials in street, *in books of 50 thick and 50 thin leaves, 5s.*
- 6 „ 29.—Consent of local authority to deposit building materials or excavations in street, *per quire, 3s.*
- 7 „ 31.—Notice by local authority to owner to fence lands, *in books of 50 thick and 50 thin leaves, 5s.*

PART III.—SANITARY PROVISIONS.

- 8 Sect. 38.—Certificate by surveyor that drain may be made to communicate with sewer, *in books of 50 thick and 50 thin leaves, 5s.*
- 9 „ 39 (2).—Notice to building owner requiring new building to be provided with proper and sufficient closets, *in books of 50 thick and 50 thin leaves, 5s.*
- 10 „ 39 (3).—Report of medical officer, &c., that sufficient closet accommodation has not been provided, *per quire, 3s.*
- 11 Notice to owner requiring same to be provided, *in books of 50 thick and 50 thin leaves, 5s.*
- 12 „ 43 (1).—Notice by local authority requiring owner to remove or alter urinals, *in books of 50 thick and 50 thin leaves, 5s.*
- 13 „ 44 (1).—Notice requiring owner of licensed premises to provide, &c., urinal, *in books of 50 thick and 50 thin leaves, 5s.*
- 14 „ 45 (1).—Report of medical officer, &c., that he believes drains to be defective, *per quire, 3s.*
- 15 „ 45 (2).—Notice specifying defect, *in books of 50 thick and 50 thin leaves, 5s.*
- 16 „ 46.—Report of medical officer, &c., that cesspool, &c., should be filled up, *per quire, 3s.*
- 17 Notice to owner to fill up, *in books of 50 thick and 50 thin leaves, 5s.*
- 18 „ 48.—Complaint under Sect. 48, *per quire, 3s.*
- 19 Summons do. do.
- 20 Order do. do.
- 21 „ 49.—Report by medical officer, &c., that building not provided with proper sink or drain, &c., *per quire, 3s.*
- 22 Notice to owner or occupier requiring proper sink, &c., to be provided, *in books of 50 thick and 50 thin leaves, 5s.*

PART IV.—INFECTIOUS DISEASES.

- No.
- 23 Notice to dairymen of the Provisions of Part IV. of the Act, *per quire*, 3s.
- 24 Sect. 53(1).—Certificate by medical officer that milk is causing infectious disease, *in books of 50 thick and 50 thin leaves*, 5s.
- 25 List of farms, &c., from which dairyman receives milk, *per quire*, 3s.
- 26 „ 57(1).—Notice from medical officer that child not to attend school, *in books of 50 thick and 50 thin leaves*, 3s. 6d.
- 27 „ 58(1).—List of names of scholars attending school, *per quire*, 3s.
- 28 „ 61(1).—Certificate of medical officer as to removing person suffering from infectious disease to temporary shelter, &c., *in books of 50 thick and 50 thin leaves*, 5s.
- 29 Application to Justices for order of removal, *per quire*, 3s.
- 30 Justices' order of removal, *per quire*, 3s.
- 31 „ 66(1).—Certificate of medical officer, &c., that house, &c., not properly disinfected, *in books of 50 thick and 50 thin leaves*, 5s.
- 32 Notice by local authority to master, owner, &c., that house will be disinfected by them unless he does it within twenty-four hours, *in books of 50 thick and 50 thin leaves*, 5s.

PART V.—COMMON LODGING HOUSES.

- 33 Sect. 71(1).—Register of deputy keepers of common lodging houses, *in books, half-bound*, 10s.
- 34 „ 74(2).—Notice by local authority to lodging house keeper of default under section, *in books of 50 thick and 50 thin leaves*, 5s.
- 35 „ 75(1).—Notice to lodging house keepers of Part V. of Act, *per quire*, 3s.

PART VII.—POLICE.

- 36 Sect. 84(1).—License to porters to carry luggage, *in books of 25, with counterfoil, on strong paper*, 3s.
- 37 Register of porters, *in books, half-bound*, 8s. 6d.
- 38 „ 85(1).—Register of servants' registries to be kept by local authority, *in books, half-bound*, 8s. 6d.
- 39 „ 86(1).—Register of dealers in old metal and marine stores, *in books, half-bound*, 8s. 6d.
- 40 „ 86(2).—Book to be kept by old metal dealers, &c., 1s.

PART IX.—SKY SIGNS.

- 41 Sect. 91(1).—License as to sky signs, &c., *in books, with counterfoil*, 3s.

PART X.—MISCELLANEOUS.

- No.
 42 Sect. 94(1).—License for pleasure boats and pleasure vessels, *in books, with counterfoil, 3s.*
 43 Register of pleasure boats, *in books, half-bound, 8s. 6d.*

Note.—All Notices and Certificates arranged on the Carbon System for Duplicate Copies, with thick and thin leaves, can be printed in with Local Particulars at the following prices:—

3 books (100 thick and 100 thin leaves each)	7s. 6d. per book
6 " " "	5s. 6d. "
12 " " "	4s. 9d. "

Petroleum Acts

(34 & 35 Vict. c. 105; 44 & 45 Vict. c. 67, ss. 2, 7; and 56 & 57 Vict. c. 73, s. 27).

- 1a Application for a License.
 1 License by Town Council.
 2 Do. by District Council.
 2a Do. do., with counterpart, *in books of 25 each, 4s. 6d., and 50, 6s. 6d.*
 3 Register of Licenses, 1 quire, 7s. 6d.; 2 quires, 10s.

Petroleum Spirit for Motor Cars.

Locomotives on Highways Act, 1896 (59 & 60 Vict. c. 36), s. 5, and Regulations of the Secretary of State, 1903.

- 1B Application for License, *per quire, 3s.*
 2B License with counterpart, *in books of 25, 4s. 6d.*

NOTE.—Where a License is required to store Petroleum Spirit for sale, or partly for sale and partly for use of Light Locomotives, the correct License is the Petroleum License, either 1 or 2, as the case may be.

Carbide of Calcium.

- 1 Application for License to keep Carbide of Calcium.
 2 License to keep Carbide of Calcium, *in books of 12, 3s.*
Do., in books of 25, 4s. 6d.
 3 Register of Carbide of Calcium Licenses, *half-bound, 1 quire, 8s. 6d.*

HANDBOOK ON PETROLEUM. By Captain J. H. THOMSON and Sir BOVERTON REDWOOD. *Second edition, revised, 1906.* Price 8s. 10d. net.

Fetter Lane, Fleet Street, London, E.C.

Town Police Clauses Act, 1847

(10 & 11 Vict. c. 89).

- No.
- 211 Licenses for Hackney Carriages, with counterpart, *in books of 50 each*, 7s. 6d.
- 212 Requisition for same.
- 213 Register of Hackney Carriage Licenses, *half-bound*, 1 quire, 10s.
- 214 Register Book of Driver's Licenses, do. do. 7s. 6d.
- 215 License of Driver of Hackney Carriage, with counterpart, *in books of 50 each*, 7s. 6d.
- Driver's Badges.
- Hackney Carriage Number and Fare Plates.

Towns Improvement Clauses Act, 1847

(10 & 11 Vict. c. 34).

- 217 Notice to Number Houses.
- 217a Do., with counterpart, *in books of 50 leaves*, 4s. 6d.
- 217b Certificate of Re-naming or Re-numbering House, *in books of 50*, 4s. 6d.
- 218 Notice to Set Back Projecting House (section 68).
- 219 Notice to put up Water-spout.
- 219a Do., with counterfoil, *in books of 50 each*, 4s. 6d.
- Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, *per book*, 5s.
- Do. do., with Name of Authority and other local particulars printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. *per book*.
- | | | | | |
|--|----|---|---------|---|
| | 6 | „ | 5s. 6d. | „ |
| | 12 | „ | 4s. 9d. | „ |
- 220 Notice of Ruinous Buildings.
- 221 Notice of intention to take the Site of Buildings.
- 222 Notice to remove Hoarding.
- 223 Form of Application for a License to erect premises for use and occupation as a Slaughter-house.
- 223a Form of License to erect premises for use and occupation as a Slaughter-house, *in books of 50*, 6s. 6d.
- 223b Form of Application for a License for the use and occupation of premises as a Slaughter-house.
- 223c Form of License for the use and occupation of premises as a Slaughter-house, *in books of 50*, 6s. 6d.
- 223d Do. do. for limited period do. do.
- 287 Notice of Defective Cellar Flap.

The Canal Boats Act, 1877

(40 & 41 Vict. c. 60).

No.

- 1 Application to Register Boats.
- 2 Report of Inspector (Form A. in Order).
- 3 Register of Canal Boats (Form B. in Order), *per book*, 10s.
- 4 Certificate of Registration, *in books of 50*, 5s.
- 5 Notice of Disease on Canal Boat.
- 6 Medical Officer's Certificate that Canal Boat has been cleansed and disinfected.

Dairies, Cowsheds, and Milkshops.

Draft Regulations of Local Authorities as to Inspection of Cattle, Ventilation, Cleanliness, Precautions against Infection, and Contamination, revised in accordance with the Order of the 11th March, 1899. Printed on foolscap paper with wide margins, *per doz.*, 4s.; *single copies*, 6d.

- 1 Public Notice of Time when Register of Dairies, &c., will be Opened (Placard), *per quire*, 5s.
- 2 Public Notice of Time when Register of Dairies, &c., will be Opened, in Circular Form, *per quire*, 2s. 6d.
- 3 Application by Dairyman, &c., to Register.
- 4 Register of Cowkeepers, Dairyman, and Purveyors of Milk, under the above Order, *half-bound, in books*, 1 *quire*, 7s. 6d.
Do. do. 2 *quires*, 10s. 6d.
- 5 Certificate of Registration.
- 5a Do. do., with counterpart, *in books of 50*, 5s.
- 6 Inspector's Note Book, to take particulars while Visiting, 3s. 6d.
- 7 Do. Journal and Report of Dairies, &c., in District, 2 *quires, half-bound*, 10s. 6d.
- 8 Notice to Cowkeeper or Dairyman of Building unfit for use as a Cowshed or Dairy.
- 8a Do. do., with counterpart, *in books of 50*, 5s.
- 8a* Do. do., arranged on the Carbon System, in books of 50 thick and 50 thin leaves, *per book*, 5s.
Do. do., with Name of Authority and other local particulars printed in, in books of 100 thick and 100 thin leaves, 3 books at 7s. 6d. *per book*.
6 „ 5s. 6d. „
12 „ 4s. 9d. „

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Precautions against Cholera.*Intended for universal circulation.*

LARGE PLACARD.—To be posted on all conspicuous places, containing valuable advice and Instructions to prevent the spreading of Cholera. Prepared, at the request of the Publishers, by Shirley Murphy, Esq., M.R.C.S., London County Council, when Medical Officer of Health for the Parish of St. Pancras. Revised August, 1892, by Dr. LOUIS PARKES, Medical Officer of Health for Chelsea. Price *per* 100, **6s.**; 500, **20s.**; 1,000, **40s.**

HANDBILL.—To be distributed freely amongst all householders. Prepared, at the request of the Publishers, by Shirley Murphy, Esq., M.R.C.S., London County Council, when Medical Officer of Health for the Parish of St. Pancras. Revised August, 1892, by Dr. LOUIS PARKES, Medical Officer of Health for Chelsea. Price *per* 1,000, **12s.**; 2,000, **22s.**

Both the above may be mounted on cardboard for hanging up.

PRECAUTIONS AGAINST THE INFECTION OF CHOLERA, being a Circular issued by the Medical Department of the Local Government Board, August 26th, 1892. Price, *per* dozen, **1s.**

GENERAL MEMORANDUM on the Proceedings which are advisable in places attacked or threatened by Epidemic Disease, issued by the Local Government Board, 26th August, 1892. Price, *per* dozen, **1s.**

Infectious Disease (Notification) Acts, 1889 and 1899*(52 & 53 Vict. c. 72, and 62 & 63 Vict. c. 8).*

No.

Circular Letter of the Local Government Board, dated 2nd November, 1899, with reference to the Provisions of the Act, *per* dozen, **2s.**

Circular from Local Authority to Medical Practitioners in their District, calling attention to the requirements of the Act, and enclosing copy of Memorandum of the Local Government Board.

Placard for publication by Local Authority, explaining provisions of the Act, *per* 100, **4s. 6d.**

Handbill explaining provisions of the Act, for general distribution, *per* 1,000, **15s.**

- 1 Certificate of Medical Practitioner of Case of Infectious Disease as prescribed by Local Government Board, with counterfoil and gummed flaps, in books of 100, **3s.**

In cases where 1,000 Certificates and upwards are ordered, the Name of the Local Authority and Medical Officer of Health are printed in without extra charge.

- 2 Register of Certificates Received with Index of names and addresses of Medical Practitioners residing or practising in district, *books of 2 quires*, **10s. 6d.**

SHAW & SONS, Stationers and Lithographers,

No.

- 3 Register of Notices Received, *books of 2 quires, 10s. 6d.*
 4 Account of Fees Book, *half-bound, 2 quires, 10s. 6d.*
 4a Medical Practitioners' Account of Fees, with receipt at foot, *in sheets per 50, 3s.*
 4a* Do. do., another form, with particulars of each, *per 50, 3s.*

Infectious Diseases (Prevention) Act, 1890

(53 & 54 Vict. c. 34).

The following Forms, under the Infectious Diseases (Prevention) Act, have been carefully prepared by A. MACMORRAN, Esq., K.C., Editor of "Lumley's Public Health," to meet the requirements of the above Act.

Where Three Quires of one Form are taken, Local Particulars are printed in without extra charge.

- 1 Sect. 3.—Special Notice of Meeting, and of intention to propose resolution adopting all or any Sections of the Act.
 2 Public Notice of Resolution adopting all or any Sections of Act, with local particulars printed in, *per 100, 10s.*
 3 Handbills giving notice of adoption of Act, with abstract of its provisions, and with local particulars printed in, *per 250, 7s. 6d.*
 4 „ 4.—Justices' Authority to inspect Dairy.
 5 Do. do., and Animals therein.
 6 Notice by Local Authority to Dairyman to appear before them.
 7 Order of Local Authority requiring Dairyman not to supply milk within District.
 8 Withdrawal of Order.
 9 Information. Refusing to permit inspection.
 10 Summons.
 11 Conviction.
 12 Information. Supplying milk in contravention of Order.
 13 Summons.
 14 Conviction.
 14a „ 5.—Certificate of Medical Officer that the cleaning and disinfecting of a house would tend to prevent or check infectious disease.
 15 Notice to disinfect house and articles therein.

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- | | |
|-----------------|---|
| No. | |
| 16 | Sect. 5.—Complaint to recover expenses of disinfection. |
| 17 | Summons. |
| 18 | Order. |
| 19 | „ 6.—Notice to deliver bedding, &c., to be handed to officer for disinfection. |
| 20 | Information. Refusing to deliver bedding to be disinfected. |
| 21 | Summons. |
| 22 | Conviction. |
| 23 | „ 7.—Certificate given by outgoing occupier that house has been disinfected. |
| 23 ^a | Certificate of disinfection given by Medical Practitioner. |
| 24 | Information. Failing to give certificate of disinfection or notice of previous existence of disease in house. |
| 25 | Summons. |
| 26 | Conviction. |
| 27 | „ 8.—Sanction by Medical Officer or medical practitioner to retain in house body of person who has died of infectious disease. |
| 28 | „ 9.—Certificate of Medical Officer of Health that body should not be removed from hospital except for burial. |
| 29 | „ 10.—Justices' Order to remove dead body to mortuary. |
| 30 | Do. for immediate burial. |
| 31 | Complaint for expenses of burial. |
| 32 | Summons. |
| 33 | Order. |
| 34 | „ 11.—Information. Hiring or using public conveyance for conveyance of body of person who has died from infectious disease, without notice to owner or driver. |
| 35 | Summons. |
| 36 | Conviction. |
| 37 | Information. Owner or driver of public conveyance failing to provide for disinfection thereof, after conveying therein body of person who has died from infectious disease. |
| 38 | Summons. |
| 39 | Conviction. |
| 40 | „ 12.—Justices' Order for detention of infected person in hospital. |

No.

- 41 Sect. 14.—Notices of provisions of Act to occupier of house in which there is a person suffering from infectious disease.
- 42 „ 16.—Information. Obstructing officer in carrying out provisions of Act.
- 43 Summons.
- 44 Conviction.
- 45 Information. Obstructing officer in carrying out justices' Order.
- 46 Summons.
- 47 Conviction.
- 48 „ 17.—Authority to officer to enter premises for purposes of section 5.

Housing of the Working Classes Acts, 1890 and 1903

(53 & 54 Vict. c. 70).

PART I.

(NOTE.—This part of the Act does not apply to Rural District Councils.)

- 1 Sects. 4 & 5.—Official representation of unhealthiness of district by Medical Officer.
- 2 Sect. 5.—Complaint of justices or ratepayers to Medical Officer.
- 3 Official representation on complaint made to Medical Officer.
- 4 „ 7.—Advertisement of an improvement scheme.
- 5 Notice to Owner or Lessee as to lands compulsorily taken (Provincial).
- 6 Notice to Occupier do. do.
- 7 Notice to Owner or Lessee do. (London).
- 8 Notice to Occupier do. do.
- 9 „ 8.—Petition to Confirming Authority for confirmation of scheme.
- 10 „ 14.—Notice of Intention of Local Authority to take houses.
- 11 Certificate of Justice.
- 12 „ 16.—Appeal of Ratepayers to confirming authority.

PART II.

- 13 Sect. 30.—Representation of Medical Officer of Health to Local Authority—house unfit for human habitation.
- 14 „ 31.—Complaint of Householders or of Parish Council to Medical Officer of Health.
- 15 Medical Officer's Report thereon to Local Authority.

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No.

- 16 Sect. 31.—Petition of Householders to Local Government Board.
- 17 „ 32.—Notice requiring a Dwelling House to be made fit for Habitation, being Form A, with counterfoil, *in books of 50, 4s. 6d.*
- Do. do., arranged for use on the Carbon System, with the name of the Authority printed in, in books of 100 thick and 100 thin leaves ... 3 books at 7s. 6d. *per book*
6 „ 5s. 6d. „
- The above Form is not required to be used if in the opinion of the Local Authority a Dwelling House—
(a) Is not reasonably capable of being made fit for human habitation, *or*
(b) Is in such a state that the occupation thereof should be immediately discontinued.
- 18 Complaint before a Justice for Closing Order after notice given (to be used with Form B).
- 19 Summons for Closing Order (Form B) when Notice (Form A) has been served.
- 19a Complaint before a Justice for Closing Order (to be used with Form C) when no Notice has been served.
- 19b Summons for Closing Order (Form C) when no Notice has been served.
- 20 Closing Order (Form D) when Notice (Form A) has been served
- 20a Closing Order (Form E) when house cannot be made fit for habitation and where the Notice (Form A) is not required to be served.
- 20b Do. do. (Form E) when occupation should be immediately discontinued, and where the Notice (Form A) is not required to be served.
- 21 Order determining Closing Order when Notice (Form A) given (Suggested Form in Circular).
- 21a Do. do., when occupation has been ordered to be immediately discontinued (Suggested Form in Circular).
- 22 Notice to Occupier of Closing Order.
- 23 Do. to Owner as to proposal to order demolition of Building.
- 23a Do. do., when house not capable of being made fit for habitation.
- 24 Order of Local Authority for demolition of building or for execution of works.
- 25 „ 35—Notice of Appeal to Quarter Sessions.

- No.
 26 Sect. 36—Application to Local Authority for charging order.
 27 Surveyor's Certificate of works being completed.
 28 Charging Order.
 29 „ 38—Representation by Medical Officer, by Householders, or by Parish Council of obstructive house.
 30 Notice to Owner, with report.
 31 Order of Local Authority thereon.
 32 „ 39—Petition of Local Authority to Local Government Board.

HIGHWAYS

(5 & 6 Will. 4, c. 50).

Repair of Highways.

- 38* Information against owner of lands refusing his consent to allow stones to be gathered, s. 51.
 39 Summons of owner by justice on refusal.
 40 Request to repair highway repairable *ratione tenuræ*, s. 25 (56 & 57 Vict. c. 73, s. 25).
 41 Notice to owner of enclosed land to appear and show cause why materials should not be dug, gathered, taken and carried away, s. 53.
 42 Justices' authority to take materials from enclosed ground, s. 53.
 43 Application from a surveyor to justice for a license to get materials for the repairs of highways in another parish, s. 54.
 82 License from justices to surveyor to let to hire, team, &c., to be used in repairing highways, s. 46.
 47a Information for non-repair, 25 & 26 Vict. c. 61, s. 18.
 48a Summons (*Id.*).
 49a First order (*Id.*).

Lopping Trees.

- 48 Notice from surveyor to an owner of land to cut down, grub up, and carry away trees, &c., growing within 15 feet of the centre of the road, s. 64.
 48a Ditto, to lop trees shading roadway, *in books of 50 each*, with counterpart, 4s. 6d.
 49 Information for not lopping trees, &c., s. 65.
 50 Summons of owner.
 51 Order.
 52 Conviction.
 54 Order of a justice on a surveyor to remove rubbish from highway, s. 73.
 55 Notice from surveyor to party to remove the same.

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Carriages.

- No.
56 Information against owners and drivers of carriages, s. 78.
57 Summons.
58 Warrant.
59 Conviction.
59^a Ditto on parchment.
61 Commitment.

Turning of Highways.

- 62 Notice of surveyor to enlarge gateways, s. 81.
63 Order of two justices for widening a highway, s. 82.
64 Consent of the owner of lands through which a new highway is proposed to be made.
65 Notice to the surveyor from a party desirous of stopping up, diverting, or turning a highway, s. 84.
66 Notice from surveyor of diverting and turning a highway.
67 Certificate of justices who have viewed highways to be widened, s. 85.

Unnecessary Highways

(41 & 42 Vict. c. 77, s. 24).

- L Notice to owner.
M Order declaring highway unnecessary.

Penalties.

- 68 Information for recovery of penalties and forfeitures imposed, s. 103.
69 Summons.
70 Conviction.
70^a Ditto on parchment.
71 Warrant of distress.
72 Commitment for want of distress.

Cattle Straying on Highway.

- 41^a Information.
42^a Summons.
43^a Conviction.
Ditto on parchment.

Encroaching on Highway.

- 44^a Information.
45^a Summons.
46^a Conviction.

EXPLOSIVES ACT

(38 & 39 Vict. c. 7).

Forms of Application to Local Authority.

No.

- 1 For a License for a Store for Gunpowder or Mixed Explosives.
 - 2 For a License for a small Firework Factory.
 - 4 Notice to Register Premises for keeping Gunpowder or Mixed Explosives.
 - 5 Search Warrant.
 - D For Certificates issued under Act of 1883.
- Placard giving General Rules for posting up in Stores licensed for Mixed Explosives, *per quire*, 4s. ; *per 100*, 12s.

Forms of Licenses to be granted by Local Authority, bound in books of 12 and 25 leaves, 2s. 6d. and 5s.

- I. Store License.

Certificates under Explosives Act, 1883.

- A For Stores for Mixed Explosives.
- B For Premises registered for Mixed Explosives.
- C For Private use and not for Sale.

Forms of Registers for the use of Local Authority.

- I. Register of Store Licenses, 7s.
- II. Register of Licenses for small Firework Factories, 7s.
- III. Register of Continuing Certificates for Stores for Gunpowder, 7s.
- IV. Register of Registered Premises, 7s.

In books of $\frac{1}{2}$ quire.

Registers of Certificates under Explosives Act, 1883.

- 6a For Stores for Mixed Explosives, 7s.
- 7a For Premises registered for Mixed Explosives, 7s.
- 12 For Private use and not for Sale, 7s.

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Isolation Hospital Committees,

Formed under the Isolation Hospitals Act, 1893 (56 & 57 Vict. c. 68), require the Books prescribed in the *Local Government Board's General Order of Accounts*, dated 22nd August, 1899.

No.		s.	d.
1	General Ledger, Demy, FIRST QUALITY , hand-made paper, ruled and printed in accordance with the Order, bound in <i>full rough calf</i> 5 quires	32	6
	Do. Foolscap, do. „	25	0
2	The Treasurer's Account , ruled and printed in accordance with the Order. Foolscap. <i>Half-bound</i> 2 quires	10	0
3	Financial Statement , in accordance with the Order of the Local Government Board, 2nd June, 1903, printed on strong azure-laid Foolscap <i>per copy</i>	1	0
	Do. do. <i>per half doz.</i>	5	0
	Do. do., Duplicate Copies <i>strongly bound in books</i>	10	0
<hr/>			
	Minute Books, Demy, FIRST QUALITY , with ruled and printed headings, hand-made paper, bound <i>green vellum</i> ... 5 quires	32	6
	Do. Foolscap, do. „	25	0
	Clerk's Petty Cash Book , ruled and printed, bound in <i>half-basil</i> 1 quire	5	0
	Do. do. 2 quires	7	0
	Order Check Books , <i>quarter-bound</i> <i>in books of 100</i>	4	6
	<i>(Six Books printed in with Name of Hospital without extra charge.)</i>		
14	Precept for Contribution to Expenses from Affiliated Authorities <i>in books</i>	3	0

HOSPITAL ACCOUNTS.

The undermentioned Books and Forms have been carefully settled and drawn up by a competent authority.

1	Inventory Book , bound in <i>half red basil</i> 1 quire	9	0
2	Stores Account Book , bound in <i>half red basil</i> 2 quires	10	0
3	Register of Cases , bound in <i>half red basil</i> „	12	6
4	Superintendent's Day Book , with Summary, bound in <i>half red basil</i> 2 quires	12	0

SHAW & SONS, Stationers and Lithographers,

Isolation Hospital Books and Forms.

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No.		s.	d.
5	Order Check Book , quarter-bound in books of 100 (Six Books printed in with Name of Hospital without extra charge.)	4	6
6	Wages Book , bound in half red basil 1 quire Manual of Daily Prayer , for use in Hospitals, by Rev. F. W. BALDWIN, Assistant Curate of St. Mary's, Nottingham, and Deputy Chaplain of Nottingham Workhouse neatly bound in cloth	7	6
7, 7a & 7b	Provisions Consumption Account Book , printed in with Quarterly Summary and Balance, bound in half red basil, to order.	1	6
8, 8a & 8b	Necessaries and Miscellaneous Account Book , printed in with Quarterly Summary and Balance, bound in half red basil, to order.		
9	Medical Superintendent's Book , bound in half red basil 2 quires	4	6
10	Certificates of Discharge , with counterfoil in books of 100	2	0
11	Porter's Book . Foolscap. Bound in half red basil 1 quire	7	6
12	Bed Cards , with suspender for hanging up per dozen Japanned Tin Case for holding Cards, with Trough for Bottles per dozen	1	0
13	Visitor's Book . Foolscap. Bound in half basil 1 quire	15	0
15	Clothing Materials Receipt and Conversion Account , bound in half red basil 2 quires	7	6
		10	6

SMALL POX.

The undermentioned Forms are drawn in accordance with the Circular of the Local Government Board, dated the 28th October, 1902.

17	Register of Small-Pox Cases , to be kept in Hospitals maintained by a Sanitary Authority or other Authority acting under the Public Health or Isolation Hospitals Acts, and in which Small-Pox Patients are maintained, with printed Title and Index, half-bound 1 quire	10	0
	Do. do. 2 quires	14	0
	Do. do. 3 "	18	0
18	Copy from Register , to be given, when demanded, upon payment of prescribed fee per book of 50	4	6
19	Vaccination Bed Card , to be used for each patient, and the necessary details entered on it as soon as practicable after admission, on card with brass hanger per 50	8	0
	Do. do. per 100	15	0

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HOSPITALS.

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DISEASES OF
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ASYLUMS.

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COMPANIES.

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BOOKS AND
TITHES.

ELECTIONS.

LETTER
BOOKS AND
STATIONERY.

Burial Authorities.

No.		s.	d.
17	Meeting of Members, Requisition to convene Ordinary, &c. <i>per quire</i>	2	0
18	Do. do., Notice of Ordinary, &c. „	2	6
19	Contribution from Poor Rates, Order of Members of Burial Board upon Overseers of the Poor to pay, with Counterpart, in books <i>each</i>	5	0
3	Treasurers' Account Book, <i>half-bound</i> 1 <i>quire</i>	7	6
	Do. do. 2 <i>quires</i>	10	0
4	Minute Book. Demy. Bound in <i>calf</i> and lettered	30	0
5	Cash Book. Foolscap. Bound in <i>calf</i> and lettered ... 3 <i>quires</i>	16	0
5 ^b	Cash Book, specially prepared and drawn up for the use of Joint Burial Committees, in accordance with the Financial Statement 1 <i>quire</i>	10	6
5 ^a	Order Check Book 100 <i>leaves</i>	4	6
6	Register of Burials, embodying the requirements of the Burial Acts, bound in <i>forel</i> 1 <i>quire</i> 400 <i>names</i>	13	0
	Do. do. 2 <i>quires</i> 800 „	19	0
	Do. do. 3 „ 1200 „	25	0
	Do. do. 4 „ 1600 „	32	0
	Do. do. 5 „ 2000 „	39	0
	Do. do. 6 „ 2400 „	46	0
	Do. do. 7 „ 2800 „	53	0
	Do. do. 8 „ 3200 „	60	0
	Do. do. 10 „ 4000 „	74	9
* * Register of Burials of any size to Order, and Name of Burial Board printed in where required, at slightly extra charge; also printed on vellum or parchment.			
11	Index to the Register of Burials	16	0
7	Ledger. Demy. Bound in <i>calf</i> and lettered	32	6
8	Certificates of Burial in books of 50	5	0
9	Letter Book, bound in <i>calf</i> and lettered foolscap, 1000	14	0
22	Entry of Fees, Book for, received and paid for Burials, &c. 1 <i>quire</i>	16	0
	Do. do. 2 <i>quires</i>	25	0

SHAW & SONS, Printers and Publishers,

Burial Authorities.

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No.						s.	d.
12	Public Graves, Register of, in Consecrated Ground, bound in forel				800 Grave Spaces	16	0
	Do.	do.	1600	22	0
	Do.	do.	2400	28	0
	Do.	do.	3200	34	0
	Do.	do.	4000	40	0
13	Public Graves, Register of, in Unconsecrated Ground, forel				800 Grave Spaces	16	0
	Do.	do.	1600	22	0
	Do.	do.	2400	28	0
	Do.	do.	3200	34	0
	Do.	do.	4000	40	0
14	Private Graves, Register of, in Consecrated Ground, forel				800 Grave Spaces	16	0
	Do.	do.	1600	22	0
	Do.	do.	2400	28	0
	Do.	do.	3200	34	0
	Do.	do.	4000	40	0
15	Private Graves, Register of, in Unconsecrated Ground, forel				800 Grave Spaces	16	0
	Do.	do.	1600	22	0
	Do.	do.	2400	28	0
	Do.	do.	3200	34	0
	Do.	do.	4000	40	0
16a	Form of Transfer of Private Graves	per quire of 24	2	0
16	Transfer of Private Graves, Register of		16	0
24a	Register of Mortgages		10	0
19a	Precept from District Council upon Overseers for Contribution towards Burial Expenses	in books of 25	3	0
19b	Precept from Parish Council upon Overseers for Contribution towards Burial Expenses	in books of 25	3	0
28	Grant of Exclusive Right of Burial, Form of, on parchment, and bound extra strong, with duplicates to be retained by Burial Board, printed with Name of Board, &c.	in books of 50	42	0
	Do.	do.	100	73	6
	Do.	do.	250	126	0

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ASYLUMS.

FRIENDLY &
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COMPANIES.

CHURCH
BOOKS AND
TITHES.

ELECTIONS.

LETTER
BOOKS AND
STATIONERY.

No.		s.	d.
28 ^a	Burial Grants , where the Powers and Duties of the Burial Board are transferred to a Parish Council or Joint Committee, in books as above.		
29	Intended Interment , Notice to Burial Board of ... <i>per quire</i>	3	0
	Do. do. printed with Name of Burial Board <i>per 250</i>	15	0
29 ^a	Prepare Grave , Notice from Burial Board to Gravedigger to, &c. <i>per book</i>	3	6
30	Summons of Special Meeting of Burial Board by two Members <i>per quire</i>	2	6
31	General Receipts by Burial Board, not being Interment Fees <i>in books of 100</i>	2	6
32	Receipts of Fees Paid , with counterpart to be retained by Burial Board ... <i>in books of 100</i>	4	6
	Local Loans Act , Return as to Sinking Fund ... <i>per quire</i>	4	0
A	Notice of Burial without service prescribed by Law ... <i>in books of 50</i>	2	0
B	Do. do. having taken place ... ,,	1	0
	Declaration for the Burial of a Still-born Child ... <i>per 100</i>	5	6

PUBLIC HEALTH (INTERMENTS) ACT, 1879

(42 & 43 Vict. c. 31).

1	Minute Book. Foolscap. Hand-made paper, bound in <i>whole rough calf</i> , paged and indexed ... <i>5 quires</i>	25	0
3	Register of Graves ... <i>800 Grave Spaces</i>	16	0
	Do. do. ... <i>1600</i> ,,	22	0
	Do. do. ... <i>2400</i> ,,	28	0
	Do. do. ... <i>3200</i> ,,	34	0
	Do. do. ... <i>4000</i> ,,	40	0
4	Register of Purchased Graves , same sizes and prices as above.		
6	Register of Burials ... <i>400 Names</i>	13	0
	Do. do. ... <i>800</i> ,,	19	0
	Do. do. ... <i>1200</i> ,,	25	0
	Do. do. ... <i>1600</i> ,,	32	0

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
8	Certificates of Burial in books of 50	3	6
11	Index Book to Registers	16	0
32	Books of Receipts for Fees Paid, with counterfoil	4	6
	Grant of Exclusive Right of Burial, printed in with Name of Authority, on Parchment, with Counterpart, and bound very strongly in books of 50	42	0
	Do. do. „ 100	73	6
29	Notice to Authority of Intended Interment per 100	6	0
	Do. do., with Name of Authority printed in „ 250	15	0
13	Notice to Clergyman to attend Funeral in books of 100	2	0
14	Notice to Sexton to Prepare Grave „ „	2	6

Brooke-Little's Law of Burial, including all the Burial Acts as modified or affected by the Local Government (England and Wales) Act, 1894, all the Church Building, New Parish, and Poor Law Acts relating to the subject, the Cremations Act, 1902, and the Official Regulations of the Home Office and Local Government Board, with Notes and Cases. *Third Edition*, by J. Brooke-Little, B.A., Barrister-at-Law. 1902. Price, £1 2s. 6d.; for cash, post free, 18s. 6d.

Brooke-Little's Burial Act, 1900, with Notes. 1901. Price 3s. 6d. net; postage 3d. extra.

Austin's Burial Grounds and Cemeteries. A practical guide to their Administration by Local Authorities, by Edwin Austin, Barrister at-Law. 1906. Price 5s. net; postage 3d. extra.

CREMATIONS ACT, 1902.

(Statutory Rules and Orders, 1903, No. 286.)

G	Register of Cremations. Half-bound 1 quire	12	6
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Joint Boards or Committees.

Joint Cemetery Boards, Joint Sewerage or Drainage Boards, Joint Hospital Boards, Joint Water Boards or Committees.

Under the Orders of the Local Government Board, dated December 23rd, 1892.

No.		s.	d.
1	Minute Book. Demy. Hand-made paper, bound full green vellum or rough calf 5 quires	32	6
1a	Do. do. Foolscap. Green vellum 5 "	25	0
2	General Ledger. Demy. Hand-made paper, green vellum 5 "	32	6
2a	Draft Ledger. Demy. Half-bound 3 "	12	6
2b	General Ledger. Foolscap. Green vellum 5 quires	25	0
3	Treasurer's Account Book. Foolscap. Half-bound 2 "	10	0
5b	Cash Book, specially prepared for Joint Burial Committees 1 quire	10	6
5c	Petty Cash Book. Foolscap. Half-bound 1 "	7	6
6	Order Check Book 100 leaves	4	6
7	Joint Committee General Receipts in books, 100 leaves	2	6
14	Joint Committee Precept upon Council for Contributions, with Counterpart, &c. in books of 25	3	0
15	Notice of Audit per quire	2	0

Orders of the Local Government Board, dated April 29th, 1902.

4	Burial Joint Committee Financial Statement, for Joint Committees appointed under sec. 53 of the Local Government Act, 1894, for the Purposes of the Burial Acts per half dozen	3	0
	Do. do., for Duplicate Copies bound in books consisting of 10 statements	9	0

Order of the Local Government Board, dated April 27th, 1900.

5	Financial Statement for Joint Committees appointed for purposes other than those of the Burial Acts per half-dozen	3	0
	Do. do., for Duplicate Copies bound in books consisting of 10 statements	9	0

Order of the Local Government Board, dated 2nd June, 1903.

	Financial Statement for Joint Hospital Committees appointed under the Isolation Hospitals Acts, 1893 and 1901 per half dozen	5	0
	Nurses' Certificates, lithographed to order.		

SHAW & SONS, Printers and Publishers,

WALLINGFORD JOINT HOSPITAL BOARD.

N^o

N^o

Wallingford.

19

To Edward Gellerby Esq^r. TREASURER

AT MESS^{RS} HEDGES, WELLS, MORRELL, ARING & C^o
WALLINGFORD BANK.

PAY TO

or Order; the sum of

Pounds

Shillings

Pence, and charge the same to the Account

and
of the said Board.

£

Presiding
Chairman.

Presiding Chairman.

Members
of the said
Board.

Members
of the said
Board.

£

Countersigned by

Clerk to the Board.

Clerk.

N.B.-It is requested that this Order may be presented for payment within 14 days from the date hereof to the Treasurer at his house or usual place of business and within the usual hours of business.

WALLINGTON ROAD, LONDON E.C. 4

W. H. HEDGES

AT Messrs HEDGES, WELLS & CO. WALLINGTON ROAD, LONDON E.C. 4

WALLINGTON ROAD, LONDON E.C. 4

PAY TO

Four and

four pence

of the said Board

Countersigned by

Chief of the Board

It is requested that the undersigned be notified for the purpose of his being or some other of his agents to be



President

Members of the said Board

Chief

Distress Committees.

Unemployed Workmen Act, 1905,

AND

Regulations of the Local Government Board, dated 10th October, 1905.

	s.	d.
Minute Book, demy size, hand made paper, bound <i>full rough calf</i>		
5 quires	30	0
Draft Minute Book, demy size, azure laid paper, <i>half-bound</i>		
3 quires	12	6
Minute Book, foolscap size, hand-made paper, <i>full rough calf</i>		
5 quires	21	0
Draft Minute Book, foolscap size, azure laid paper, <i>half-bound</i>		
3 quires	8	6
Ledger, demy size, hand-made paper, bound <i>full rough calf</i> , 5 ..	32	6
Draft Ledger, demy size, azure laid paper, <i>half-bound</i> 3 ..	12	6
Ledger, foolscap size, hand-made paper, <i>full rough calf</i> 5 ..	21	0
Draft Ledger, foolscap size, azure laid paper, <i>half-bound</i> 3 ..	8	0
Cash Book, foolscap size, <i>half-bound</i> , azure laid paper 3 ..	8	0
Cash Book, foolscap size, <i>full rough calf</i> , hand-made paper 3 ..	12	0
Statement of the Receipts and Expenditure of the Distress Committee, foolscap size, in accordance with the Order of the Local Government Board dated 13th June, 1906		
<i>per half-doz.</i>	5	0
Do. do. <i>per copy</i>	1	0
Do. do. strongly bound in books, to last 6 years ...	9	6
Register of Attendances of Members of Committees, <i>half-bound</i>		
1 quire	7	6
Do. do. 2 quires	10	0

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Administrative Forms, &c.

No.		s.	d.
UW 1	Record Paper , in the prescribed form, but arranged for practical use, consisting of five leaves, foolscap size, fastened together in the top left-hand corner <i>per 100 copies</i>	12	0
	Perfection File Cases , for holding Record Papers and all letters and other papers relating to the case, foolscap size <i>per doz.</i>	4	6
UW 2	Alphabetical Index of all Record Papers in accordance with Art. VI. (5), foolscap , with index cut through, <i>half-bound</i> 2 quires	10	0
	Do. do. 3 „	12	6
UW 3	Register to be kept by the Distress Committee and Central Authority, in accordance with Art. VII., containing the information required by the Local Government Board Regulations, and, in addition, other particulars that in practical use it will be found necessary to have at hand, <i>half-bound</i> 2 quires	17	6
	Do. do. 3 „	21	0
UW 4	Note Book for the use of persons authorised by Distress Committee to receive and investigate applications 100 leaves	3	6
UW 5	Register or Record of Visits made at the home of Applicant for purposes of verification of Statement of Applicant, foolscap , <i>half-bound</i> 1 quire	7	6
	Do. do. 2 quires	10	0
	Do. do. 3 „	12	6
UW 6	Register of Employers in need of Workmen, with particulars as to the nature of employment they require, foolscap , <i>half-bound</i> 1 quire	7	6
	Do. do. 2 quires	10	0
	Do. do. 3 „	12	6
UW 7	Indexed Register of Trades , foolscap , <i>half-bound</i> 1 quire	7	6
	Do. do. 2 quires	10	0
	Do. do. 3 „	12	6

SHAW & SONS, Stationers and Lithographers,

Distress Committees.

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No.		s.	d.
UW 8	Register of Cases where Distress Committee or Central Board are satisfied that the information supplied by an applicant is false, foolscap, <i>half-bound</i> ... 1 quire	7	6
Do.	do. ... 2 quires	10	0
Do.	do. ... 3 „	12	6
UW 9	Wages Sheets , for Persons in Temporary Employment <i>per quire</i>	4	0
UW 9 ^a	Wages Books , for Persons in Temporary Employment <i>half-bound</i>	12	0
UW 9 ^a	Record of, and Visits to Unemployed provided with Temporary Employment, <i>half-bound</i> ... 1 quire	8	6
Do.	do. ... 2 quires	12	0

Emigration and Removal.

UW 10	Register of Cases suitable for Emigration, foolscap, <i>half-bound</i> 1 quire	7	6
Do.	do. ... 2 quires	10	0
Do.	do. ... 3 „	12	6
UW 11	Record of all Persons who have been aided to emigrate, <i>half-bound</i> 1 quire	8	6
Do.	do. ... 2 quires	12	0
UW 12	Register of all Persons who have been aided to remove to another Area within the limits of England and Wales, <i>half-bound</i> 1 quire	8	6
Do.	do. ... 2 quires	12	0
UW 13	Account of Voluntary Donations received by Central Committee, foolscap, <i>half-bound</i> ... 1 quire	7	6
Do.	do. ... 2 quires	10	0
Do.	do. ... 3 „	12	6
UW 14	Receipts for Voluntary Contributions ... <i>in books</i>	2	0

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LETTER BOOKS AND STATIONERY.

List of names of persons who have been admitted to the office of the Secretary of the Board of Education, since the last meeting of the Board, and the date of admission.	
1. John A. Smith	1887
2. James B. Jones	1887
3. William C. Brown	1887
4. Charles D. White	1887
5. Thomas E. Black	1887
6. Robert F. Green	1887
7. Henry G. Hall	1887
8. George H. King	1887
9. Frederick I. Lee	1887
10. John J. Miller	1887
11. William K. Davis	1887
12. Charles L. Evans	1887
13. Thomas M. Foster	1887
14. Robert N. Gibson	1887
15. Henry O. Hill	1887
16. George P. Jackson	1887
17. Frederick Q. Adams	1887
18. John R. Baker	1887
19. William S. Carter	1887
20. Charles T. Fisher	1887
21. Thomas U. Hall	1887
22. Robert V. King	1887
23. Henry W. Lee	1887
24. George X. Miller	1887
25. Frederick Y. Davis	1887
26. John Z. Evans	1887
27. William A. Foster	1887
28. Charles B. Gibson	1887
29. Thomas C. Hill	1887
30. Robert D. Jackson	1887
31. Henry E. Adams	1887
32. George F. Baker	1887
33. Frederick G. Carter	1887
34. John H. Fisher	1887
35. William I. Hall	1887
36. Charles J. King	1887
37. Thomas K. Lee	1887
38. Robert L. Miller	1887
39. Henry M. Davis	1887
40. George N. Evans	1887
41. Frederick O. Foster	1887
42. John P. Gibson	1887
43. William Q. Hill	1887
44. Charles R. Jackson	1887
45. Thomas S. Adams	1887
46. Robert T. Baker	1887
47. Henry U. Carter	1887
48. George V. Fisher	1887
49. Frederick W. Hall	1887
50. John X. King	1887
51. William Y. Lee	1887
52. Charles Z. Miller	1887
53. Thomas A. Davis	1887
54. Robert B. Evans	1887
55. Henry C. Foster	1887
56. George D. Gibson	1887
57. Frederick E. Hill	1887
58. John F. Jackson	1887
59. William G. Adams	1887
60. Charles H. Baker	1887
61. Thomas I. Carter	1887
62. Robert J. Fisher	1887
63. Henry K. Hall	1887
64. George L. King	1887
65. Frederick M. Lee	1887
66. John N. Miller	1887
67. William O. Davis	1887
68. Charles P. Evans	1887
69. Thomas Q. Foster	1887
70. Robert R. Gibson	1887
71. Henry S. Hill	1887
72. George T. Jackson	1887
73. Frederick U. Adams	1887
74. John V. Baker	1887
75. William W. Carter	1887
76. Charles X. Fisher	1887
77. Thomas Y. Hall	1887
78. Robert Z. King	1887
79. Henry A. Lee	1887
80. George B. Miller	1887
81. Frederick C. Davis	1887
82. John D. Evans	1887
83. William E. Foster	1887
84. Charles F. Gibson	1887
85. Thomas G. Hill	1887
86. Robert H. Jackson	1887
87. Henry I. Adams	1887
88. George J. Baker	1887
89. Frederick K. Carter	1887
90. John L. Fisher	1887
91. William M. Hall	1887
92. Charles N. King	1887
93. Thomas O. Lee	1887
94. Robert P. Miller	1887
95. Henry Q. Davis	1887
96. George R. Evans	1887
97. Frederick S. Foster	1887
98. John T. Gibson	1887
99. William U. Hill	1887
100. Charles V. Jackson	1887

Books and Forms

REQUIRED BY

COUNTY COUNCILS

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COUNTY BOROUGHES.

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COUNTY
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ELECTION OF COUNTY COUNCILLORS.

NOTE.—Shaw & Sons are prepared to print in all Local Particulars, Names of Candidates, &c., on the shortest notice, and at reasonable charges.

No.		s. d.
	Lushington's County Council Election Manual. Second Edition ...	7 6

The following Forms have been settled by S. G. LUSHINGTON, Esq., Bar.-at-Law, assisted by C. E. LONGMORE, Esq., Under Sheriff of Hertfordshire:—

1	Notice of Election	... per 100	8 0
2	Appointment of Deputy Returning Officer (General Form)	per quire	2 0
2a	Do. do., limited to certain Acts	... „	2 0
3	Notice of Vacancy in Corporate Office	... „	2 0
4	Nomination Paper, with Rules as to Nominations Printed on back	per quire	3 0
	Do. do.	... per 100	6 0
5	Notice of Nominations to Candidates Nominated	per quire	2 0
6	Do. of Withdrawal	... „	2 0
7	Appointment by Candidate of Representative to attend to Nomination Proceedings.		
8	Guidance and Warning, showing the Provisions of the Corrupt and Illegal Practices Prevention Act, 1884 (Broadside)	... per 100	12 0
9	Uncontested Election; Notice of Candidate Elected (Broadside)	per quire	3 0
10	Public Notice of Nomination and Names of Candidates (Broadside)	per quire	4 0
	Do. do.	... per 100	8 0
11	Notice of the Places at which the Poll will be taken. (Particulars printed in to Order.)		
12	Ballot Boxes (see p. 249).		
13	Secret Compartments (see p. 248). (Particulars on application.)		
14	Indelible Pencils for marking the Ballot Papers	per doz.	2 0
15	Stamping Instruments (see p. 250).		
16	Directions for Guidance of Voters (to be fixed up outside Polling Places)	... per 100	6 0
17	Ballot Papers in Books, perforated and numbered as the Act directs. (Printed at a few hours' notice.)		

SHAW & SONS, Printers and Publishers,

County Councils Elections.

161

No.		s.	d.
18	Tendered Ballot Papers (printed on coloured paper), in Books, perforated and numbered as the Act directs.		
19	Tendered Votes List <i>per quire</i>	2	0
20	Declaration by Candidate as to Expenses "	2	0
20a	Return of Expenses "	4	0
21	Appointment of Presiding Officer "	2	0
22	Instructions to Presiding Officers "	4	0
23	Appointment of Clerks "	2	0
24	Do. of Counting Assistant "	2	0
25	Declaration of Inability to Read, &c. <i>per 100</i>	6	0
26	List of Votes marked by Presiding Officer <i>per quire</i>	2	0
27	Declaration of Secrecy <i>per 100</i>	6	0
28	Ballot Paper Account, or Presiding Officer's Statement <i>per quire</i>	2	0
29	Notice of Time and Place for Counting Votes... "	2	0
30	Counting Sheets.		
31	Notice of Result of Election, with Names of Candidates Elected, and Number of Votes <i>per quire</i>	3	0
31a	Report of the Deputy Returning Officer to the Returning Officer ..	3	0
32	Returning Officer's Return and Report "	3	0
32a	Envelopes endorsed for same <i>per doz.</i>	1	0
32b	Labels endorsed for Sealed Packets accompanying Reports to Clerk of the County Council <i>per set</i>	0	4
33	Certificate of Election to be sent to Clerk of the County Council giving the Names of Persons Elected <i>per quire</i>	3	0
34	Notice to Person Elected "	2	0
35	Questions to be put to Voters; on Cards <i>per doz.</i>	2	0
36	Appointment of Agents <i>per quire</i>	2	0
37	Do. do. at Counting of Votes "	2	0
38	Do. of Polling Agent "	2	0
39	Ticket of admission to Counting <i>per doz.</i>	1	0
41	Form of Voting Paper for the Election of Alderman ... <i>per quire</i>	2	0
42	Notice to Alderman of Election <i>per quire</i>	2	0
	Notices —"The Way In," "The Way Out," "Polling Station" <i>per doz.</i>	1	0
	"Apply here for Ballot Papers," on Cardboard ..	1	0

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Clerks of County Councils.

No.						s.	d.
	Notice of Meeting, with Agenda...	<i>per quire</i>	2	0
40	Form of Declaration to be made by County Councillors, in sheets, on paper	<i>per quire</i>	4	0
	Do. in book with Index, bound <i>full rough calf</i>	3 quires	21	0
	Do. do.	5 „	27	6
41	Voting Paper for Election of County Alderman	<i>per quire</i>	2	0
42	Notice to Alderman of Election	„	2	0
43	Register of Attendances of County Councillors, bound <i>full rough calf</i>	3 quires	16	6
	Do. do.	5 „	21	0
46	Counting Sheet	<i>per quire</i>	3	0
47	Minute Book. Demy. <i>Rough calf</i>	5 quires	30	0
	Do. Foolscap. <i>Rough calf</i>	5 „	21	0
48	Register of Mortgages, Debentures and Annuity Certificates	1 quire				10	0
49	Order Check Book, with counterpart	100 leaves	4	6
50	Financial Statement and Loan Account, as prescribed in the Order of the Local Government Board, dated 9th June, 1904, <i>per doz.</i>					30	0
	Do., Duplicate copies, strongly bound <i>half red basil</i> , to last six years					20	0
	Loan Account. Loose	<i>per quire</i>	4	0
	Ledger. Hand-made paper. Demy. Ruled and printed, bound in <i>rough calf</i> , lettered and indexed	5 quires	32	6
	Treasurer's Account. Hand-made paper. Demy. Ruled and printed, bound in <i>rough calf</i>	3 quires	25	0

NOTIFICATION OF BIRTHS ACT, 1907.

(7 Edw. 7, c. 40.)

See page 119.

SHAW & SONS, Stationers and Lithographers,

CARMARTHENSHIRE COUNTY COUNCIL.

County Treasurer's Office.

CARMARTHEN, 190

N^o

12

Mr

Dear Sir,

Herewith I beg to hand
you Cheque in payment
of your Account
Kindly return to me in
course of post the enclosed
Bill duly receipted.

Yours truly,

Arthur R. Cox.
County Treasurer.

L

Mr



CARMARTHENSHIRE COUNTY COUNCIL.

12

19

To Arthur Russell Cox, Esq. Treasurer

At the National Provincial Bank of England, Limited,
CARMARTHEN.

Pay to
the sum of

or Order
Pounds
Pence



Specimen.
Shaw & Sons London.

Clerk.

THREE
MEMBERS
OF THE
FINANCE
COMMITTEE

LONDON AGENTS, NATIONAL PROVINCIAL BANK OF ENGLAND, LTD., 112, BISHOPSGATE STREET.

CARMAITHENSHIRE COUNTY

County of Carmarthenshire

CARMAITHEN

No.

CARMAITHEN

[Faint, illegible handwriting on lined paper]

[Faint, illegible handwriting at the bottom of the page]

No.

M

£

19

Mayor.

Councillors.

Town Clerk.



N^o

BOROUGH OF RAVENSBURY.

Ravensbury,

19

To Richard Alexander Wheatcroft, Esq., Borough Treasurer at

THE CAPITAL & COUNTIES BANK, LIMITED
RAVENSBURY

Pay to

the sum of

Pounds

or Order

Shillings and

Pence, and charge the same to the Account of the said Borough.

£

Countersigned by

Mayor.

Councillors.

Town Clerk

Received the above amount.

Signature

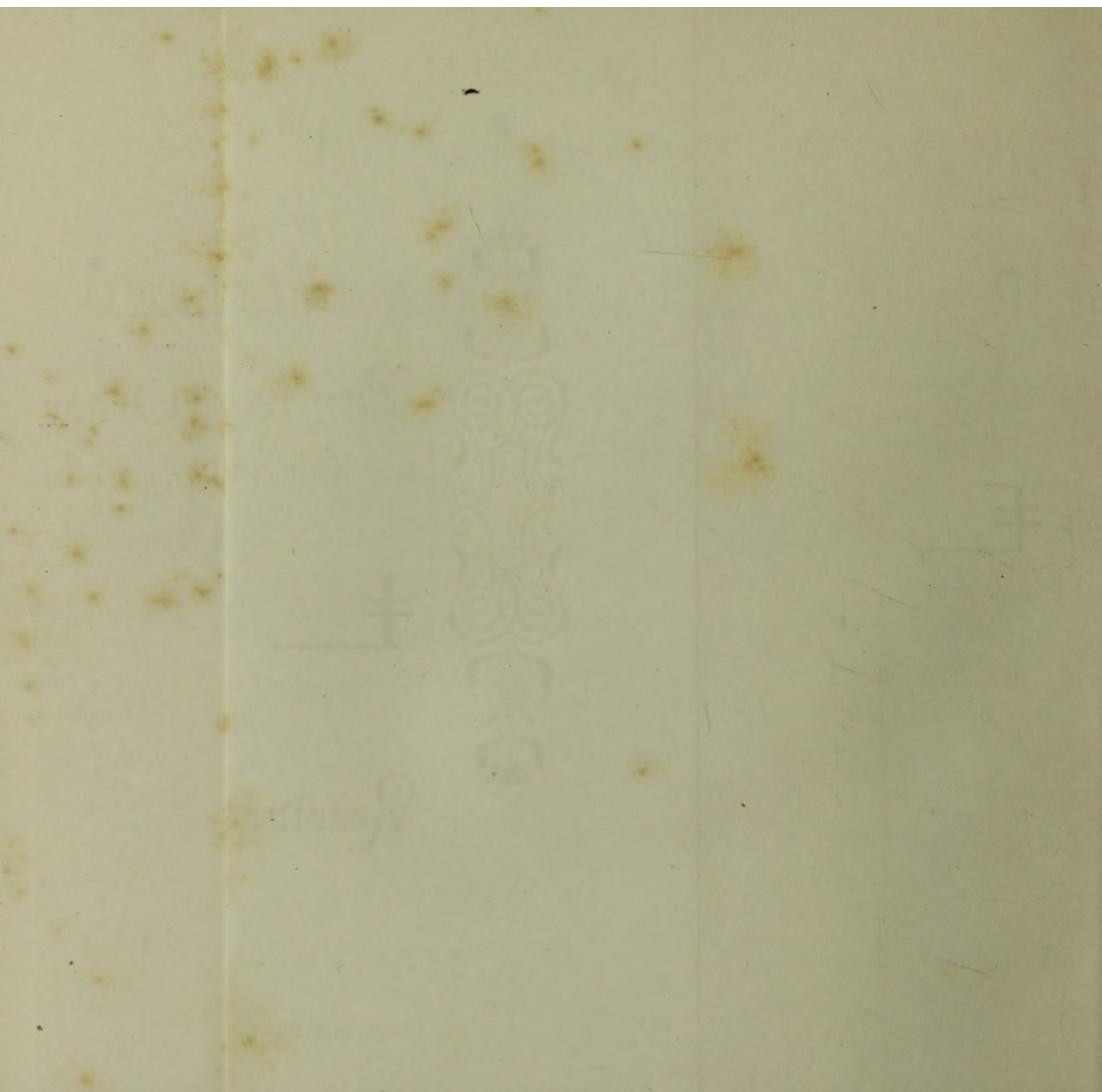
Date

1st Stamp
if £2 and
upwards.

19

THIS CHEQUE REQUIRES ENDORSEMENT.

Specimen London.
Shaw & Sons.



Small Holdings and Allotments Act, 1908.

No.		s.	d.
2	Application to Purchase Holding in conformity with the form set forth in the Rules of the Board of Agriculture and Fisheries. Printed on white paper <i>per 50</i>	3	0
3	Do. to Hire Holding in conformity with the form set forth in the Rules of the Board of Agriculture and Fisheries. Printed on azure paper <i>per 50</i>	3	0
4	*Register of Applications to Purchase	8	6
5	*Do. do. Hire	8	6
<i>* These two forms can be bound up in one book, divided by a vellum tab.</i>			
6	Notice to Applicant to attend Meeting <i>per 50</i>	2	0
7	Agreement to Sell Small Holding <i>per doz.</i>	2	6
8	Do. to Let Small Holding (Annual Tenancy)	2	6
9	Do. do. (Term of Years)	2	6
10	Do. to Sell Small Holding to persons working on a Co-operative System... .. <i>per doz.</i>	2	6
11	Do. to Let Small Holding to persons working on a Co-operative System <i>per doz.</i>	2	6
13	Do. to advance part of Purchase Money of Holding to Tenant, under Sec. 17 of Small Holdings Act, 1892 <i>per doz.</i>	2	6
14	Register of Agreements	10	0
15	Do. of Holdings to Let or Sell. Containing full particulars of each Holding provided by the Council	14	0

An Indispensable Guide to all interested in Small Holdings.

THE LAW OF SMALL HOLDINGS IN ENGLAND AND WALES. Being the Small Holdings Acts, 1892 and 1907, carefully and fully annotated, together with Appendices of all the incorporated and relevant Statutes, the Land Clauses Acts, Land Transfer Acts and Rules, &c., together with a number of Forms and Precedents connected with the Registration of Title, &c., and of Rules for the Management of Holdings. By SIDNEY WRANGEL CLARKE, of the Middle Temple, Barrister-at-Law. The book contains an Introductory Chapter of some length, setting out the various stages to be taken by Councils in putting the Acts into operation, and drawing attention to such matters as the acquisition of land with special reference to the requirement that when land is purchased the title of the Council must be registered at the Land Registry. The financial restrictions on the powers of a Council are also dealt with. Price 5s. 4d. net, post free.

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Diseases of Animals Act, 1894.

Cattle Plague Order, 1895 (No. 5288).

Form A.—Declaration of Disease (Sched. 1 A).

- „ B.—Notice of Declaration to Occupier (Sched. 1 B).
- „ C.—Notice of Declaration to Occupiers within one mile (Sched. 2 C).
- „ D.—Notice Prohibiting Movement of Animal (Art. 7, Sched. 1 D).
- „ E.—Withdrawal of Notice Prohibiting Movement of Animal (Art. 7, Sched. 1 E).

Pleuro-Pneumonia Order, 1895 (No. 5289).

Form A.—Declaration of Disease (Sched. 1 A).

- „ B.—Notice of Declaration to Occupier (Sched. 1 B).
- „ C.—Notice Prohibiting Movement of Animal (Art. 5, Sched. 1 C).
- „ D.—Withdrawal of Notice Prohibiting Movement of Animal (Art. 5, Sched. 1 D).

Foot-and-Mouth Disease Order, 1895 (No. 5290).

Declaration of Owner of Animals, or his Agent, *per* 100, 5s. 0d.

Movement License, with Counterfoil, *in books of* 50, 4s. 6d.

Form A.—Declaration of Disease (Sched. 1 A).

- „ B.—Notice of Declaration to Occupier (Sched. 1 B).
- „ C.—Notice of Declaration to Occupier of Contiguous Land (Sched. 1 C).
- „ D.—Prohibition of Movement of Animal (Art. 6, Sched. 1 D).
- „ E.—Withdrawal of Prohibition of Movement (Art. 6, Sched. 1 E).

Sheep-Pox Order, 1895 (No. 5291).

Form A.—Declaration of Disease (Art. 3, Sched. 1 A).

- „ B.—Notice of Declaration to Occupier (Art. 3, Sched. 1 B).
- „ C.—Prohibition of Movement of Animal (Art. 7, Sched. 1 C).
- „ D.—Withdrawal of Prohibition of Movement of Animal (Art. 7, Sched. 1 D).

SHAW & SONS, Printers and Publishers,

Swine-Fever (Suspected Zones) Order, 1896 (No. 5448).

	s.	d.
Form N.—Movement License, with Counterfoil and Indorsement <i>in books of 50</i>	4	6
„ S Z 1.—Declaration of Owner of Swine or his Agent in case of Movement of Swine into Markets, Fairs, &c. ... <i>per 100</i>	5	0
„ S Z 2.—Declaration of Owner or his Agent in case of Movement out of Suspected Zone <i>per 100</i>	5	0
„ S Z 4.—License of Local Authority for Sale of Swine, with Counterfoil and Duplicate Copy to be sent to Board of Agriculture and Fisheries <i>in books of 50</i>	6	6

Markets and Fairs (Swine-Fever) Order, 1896 (No. 5518).

PLACARD setting forth provisions of the above Order <i>per 100</i>	15	0
Form D.—Movement License for Fat Swine from a Licensed Market, Fair, or other Public Sale for Slaughter, with Counterfoil and Indorsement <i>in books of 50</i>	4	6
„ J.—License of Local Authority for Markets, Fairs, or Sales of Fat Swine, in Duplicate (one copy to be sent to Board of Agri- culture and Fisheries), with Counterfoil and Indorsement <i>in books of 50</i>	6	6
„ K.—License of Local Authority for Sale of Swine, Fat or Store, in cases where the Animals have been on Premises for 28 days, in Duplicate (one copy to be sent to Board of Agri- culture and Fisheries), with Counterfoil and Indorsement <i>in books of 50</i>	6	6

**The Swine-Fever (Movement) Order, dated 13th May, 1898
(No. 5795).**

PLACARD setting forth Provisions of General Public Interest in above Order <i>per 100</i>	15	0
Form A.—Declaration of Owner or his Agent for Movement of Swine in a Swine Movement District <i>per 100</i>	5	0
„ B.—Declaration of Owner or his Agent for Movement of Swine in a Swine Movement District (to be used only where the Swine are brought into the District from without)... <i>per 100</i>	5	0
„ C.—Declaration of Owner or his Agent for Movement of Swine in a Swine Movement District for Breeding Purposes <i>per 100</i>	5	0
„ D.—Permit for Movement of Swine from Licensed Market, Fair, Sale, or Exhibition in Swine Movement District <i>in books of 50</i>	4	6

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No.	s.	d.
5 Art. 6.—License of Local Authority for holding Markets, Fairs, Sales, and Exhibitions of Swine, in duplicate (one copy to be sent to Board of Agriculture and Fisheries), with counterfoil		
	<i>in books of 50</i>	6 6
„ 7.—Notice as to Cleansing and Disinfection of Markets		
	<i>per 100</i>	5 0

Rabies.

Form A.—Notice to Owner or Person in Charge requiring Isolation of Dogs or other Animals...	<i>per 100</i>	5 0
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Market and Sales Order, 1903 (No. 6714), dated 23rd June, 1903.

PLACARD setting out Provisions of above Order with local particulars		
• printed in	<i>per 100</i>	15 0

Swine-Fever (Movement from Ireland) Order, 1904 (No. 6866).

Public Notice setting forth the provisions of the above Order	<i>per 100</i>	8 6
Licence for Movement of Swine from Lairs, Markets, or Saleyard to Bacon Factory or Slaughter-house, with Copy to be sent to Local Authority	<i>in books of 50</i>	6 6

Swine-Fever (Movement from Ireland) Order, 1906 (No. 7020).

POSTERS giving Public Notice of the provisions of the above Order,	<i>per 100</i>	8 0
HANDBILLS do. do. „ 100		5 0

Sheep-Scab Order of 1905 (No. 6879), dated 27th January, 1905.

Sheep-Scab Order of 1905, printed in poster form as a Public Notice	<i>per 100</i>	12 6
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Do do. printed in pamphlet form for general distribution, octavo size	<i>per 100</i>	6 0
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The Name of Authority and other local particulars can be printed in if required at an extra charge.

Special prices quoted where larger quantities are required.

Form A.—Detention Notice (Article 2) with Duplicates for sending to the Local Authority, Police, and Board of Agriculture and Fisheries, in accordance with Article 6	<i>in books of 50</i>	6 6
„ A*.—Detention Notice, printed by itself	<i>per 100</i>	5 0
„ A1.—Notice by Inspector of Local Authority authorising Movement from one Place of Detention to another (Article 2 (3))	<i>in books of 50</i>	6 6

	s.	d.
Form B.—Withdrawal of Detention Notice (Article 2 (2)), with the three necessary copies attached <i>in books of 50</i>	6	6
„ B*.—Withdrawal of Detention Notice, printed by itself ... <i>per 100</i>	5	0
„ C.—Isolation Notice (Article 5), with the three necessary copies attached <i>in books of 50</i>	6	6
„ C*.—Isolation Notice, printed by itself <i>per 100</i>	5	0
„ D.—Certificate as to Dipping of Sheep (Article 7), printed with Counterfoil <i>in books of 50</i>	4	6
„ E.—Report of Veterinary Inspector of Local Authority on a suspected case of Sheep-Scab <i>per 100</i>	5	0

Epizootic Lymphangitis Order, 1905 (No. 6962).

Public Notice of the Epizootic Lymphangitis Order, 1905, printed in Placard Form <i>per 100</i>	8	6
Description of the Disease known as Epizootic Lymphangitis, in Poster Form <i>per 100</i>	3	0
Epizootic Lymphangitis Order, printed as pamphlet for distribution, with description of Disease on the first page ... <i>per 100</i>	5	0

The Name of the Local Authority and other particulars can be printed in without delay.

Special prices quoted for large quantities.

Public Warning of the existence of Epizootic Lymphangitis in any field, yard, stable, shed or other place, with the local particulars printed in to order <i>per 100</i>	12	6
EL1.—Notice to the Police of a Horse affected with or suspected of being affected with Epizootic Lymphangitis ... <i>per 50</i>	3	0
Form EL2.—License authorising movement of a Horse affected with or suspected of Epizootic Lymphangitis, or which has been in contact with a horse so affected or suspected at the time of contact, with copies for sending to the Local Authority, Police, and Board of Agriculture and Fisheries (Art. 3) <i>in books of 50</i>	6	6
„ A.—Isolation Notice, with copies attached for sending to the Local Authority, to the Police Officer, and the Board of Agriculture and Fisheries ... <i>in books of 50, with counterfoil</i>	6	6
„ A.—Isolation Notice, as above, but printed on Foolscap by itself without the necessary copies attached <i>per 100</i>	5	0

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	s.	d.
Form EL3.—Notice to Owner or Person in Charge to move Horse to some other place of Isolation ... <i>in books of 50, with counterfoil</i>	6	6
„ EL4.—Do do. printed by itself, without copies attached		
	<i>per 100</i>	5 0
„ B.—Notice of Detention requiring the detention of a Horse in a field, yard, stable, shed, or other place, with copies attached for sending to Local Authority, Police, and Board of Agriculture and Fisheries ... <i>in books of 50, with counterfoil</i>	6	6
„ B.—Do. do. printed by itself, without copies attached		
	<i>per 100</i>	5 0
„ C.—Withdrawal of Notice (Form A or B) with copies attached for sending to the Local Authority, to the Police Officer, and also to the Board of Agriculture and Fisheries		
	<i>in books of 50, with counterfoil</i>	6 6
„ C.—Do. do. printed by itself, without copies attached		
	<i>per 100</i>	5 0

**Sheep-Scab (Compulsory Dipping Areas) Order of 1906,
dated the 13th February, 1906.**

Public Notice of the provisions of the above Order, in Placard				
Form	<i>per 100</i>	8	6	
Handbills for general distribution	<i>per 100</i>	6	0	
<i>Name of Authority and other local particulars printed in at an extra charge.</i>				
<i>Special prices quoted where larger quantities are required.</i>				
No.				
D 1	Notice by an Inspector of Local Authority, giving dates, places, and manner of Dipping Sheep (Art. 2 (2)), <i>in books of 50, with counterfoil</i>	4	6	
D 2	Return to be given by Owner of Sheep to Local Authority (Art. 3)			
	<i>per 100</i>	5	0	
N.B.—These Returns have to be provided by the Local Authority (Art. 3 (3)).				
D A	Certificate of Dipping of Sheep, with Counterfoil (Form A.)			
	<i>in books of 50</i>	4	6	
D B	Declaration of Owner of Sheep or his Agent that Sheep to be moved are Sheep referred to in the Certificate (Form B.) ...	<i>per 100</i>	5	0
D 3	Certificate of Veterinary Surgeon of examination of Sheep (Art. 5 (2) (ii.))	<i>in books of 50</i>	4	6
D 4	Declaration by Owner or Agent that since examination Sheep have been kept separate (Art. 5 (2) (ii.)) ...	<i>per 100</i>	5	0

SHAW & SONS, Printers and Publishers,

No.	s.	d.
D C License for Movement of Sheep, with copy to be sent to Local Authority of District in which is situate the place of destination of Sheep, with Counterfoil (Form C.) in books of 50	6	6
D 5 Licenses authorising the movement of Lambs to premises outside the Area under Art. 6 in books	4	6

Sheep-Scab (Regulation of Movement) Order of 1906.

POSTERS setting out the provisions of the above Order	per 100	8	6
HANDBILLS do. do.	„ 100	5	0

Local Particulars can be printed in at an extra charge.

S 1 License authorising the Movement of Lambs to premises outside the Scheduled Area under Art. 2, with copy to be sent to the Local Authority of the District in which is situate the place of destination specified in the License in books of 50	5	6
S A Certificate that Sheep have been dipped (Form A.) in books of 50, with counterfoil	4	6
S B Declaration of Owner of Sheep or of his Agent that the Sheep to be moved are the Sheep referred to in the Certificate (Form B.) per 100	5	0
S 2 Certificate of duly qualified Veterinary Surgeon under Art. 5 (2) that he has examined Sheep to be moved and found it to be free of Sheep-scab... .. in books of 50	4	6
S 3 Declaration of Owner of Sheep or of his Agent that since examination Sheep have been kept separate from other sheep (Art. 5(2)) per 100	5	0
S C License for Movement of Sheep (Form C.), with copy to send to Local Authority of the District in which is situate the place of destination of the Sheep, with counterfoil... .. in books of 50	5	6
S 4 License authorising the temporary detention of sheep which are being moved with a License under the Order, with copy to be sent to Local Authority of the district in which is situate the place of destination specified in the Movement License in books of 50	5	6

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Glanders or Farcy Order of 1907 (No. 7322).

No.				s.	d.
	POSTERS setting out the provisions of the above Order	<i>per</i> 100		10	0
	Do.	do.	do.	„ 250	20 0
	HANDBILLS	do.	do.	„ 100	6 0
	Do.	do.	do.	„ 500	21 0

Local Particulars can be printed in at an extra charge of 3s. 6d. for any quantity.

A	Detention Notice, with copies to be sent to Local Authority and Police Officer in charge of the nearest Police Station of the District	<i>in books of</i> 50	6	6
	Do.	do., printed by itself without copies attached	<i>per</i> 50	3	0
	Do.	do.	do.	„ 100	5 0
B	Withdrawal of Detention Notice, Form A., with the necessary copies to be sent to the Local Authority and to the Police Officer in charge of the nearest Police Station of the District		<i>in books of</i> 50	6	6
	Do.	do., printed by itself without copies attached	<i>per</i> 50	3	0
	Do.	do.	do.	„ 100	5 0
C	Statement of Result of Post-mortem Examination		„ 50	3	0
	Do.	do.	do.	„ 100	5 0

Magisterial Forms.

Price 3s. per quire.

- 13 Information for Offence under Diseases of Animals Acts.
- 14 Summons.
- 15 Conviction.
- 16 Do. (Imprisonment).

SHAW & SONS, Stationers and Lithographers,

**Sheep-Dipping (Scotland and North of England) Order of 1907
(No. 7158).**

No.			s.	d.
	POSTERS setting out the provisions of the above Order	per 100	10	0
	HANDBILLS do. do.	„ 100	4	0
	Do. do. do.	„ 500	15	0
<i>Local Particulars can be printed in at an extra charge.</i>				
A	Form of Exemption, with counterfoil, and copy to be sent to the Board of Agriculture and Fisheries (Art. 3 (ii.))	in books of 50	5	6
A 1	Notice to Local Authority of Time and Place of intended Dipping	per 50	3	0
	Do. do.	„ 100	5	0
B	Return of Dipping (Art. 4 (3))	„ 50	3	0
	Do. do.	„ 100	5	0
C	Declaration as to Dipping of Sheep (Art. 7)	„ 50	3	0
	Do. do.	„ 100	5	0
D	Detention Notice (Art. 9)	„ 50	3	0
	Do. do.	„ 100	5	0
D 1	Do. do. in books with counterfoil		4	6
	Do. do. per 100 loose forms		5	0
D 2	License to move Sheep by Inspector of Local Authority, under Art. 9	in books of 50	4	6
	Do. do. per 100 loose forms		5	0
E	Notice of Special Dipping (Art. 13)	per 50	3	0
	Do. do.	„ 100	5	0
F	Declaration (for use where Sheep since Dipping were isolated) to accompany Sheep moved into a Market, Fair, or Saleyard, or moved out of Dipping Area	per 50	3	0
G	Do. do.	„ 50	3	0
	Do. do.	„ 100	5	0
	(for use where Sheep were moved into the Area after the expiration of the prescribed dipping period in force in the place from which the Sheep were so moved.)			
H	Declaration by Person holding Market, Fair, or Sale (Art. 15 (2))	per 50	3	0

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Sheep-Dipping (England) Order of 1908 (No. 7440).

No.				s.	d.
	POSTERS setting out the provisions of the above Order		<i>per</i> 100	10	0
	HANDBILLS	do.	do.	„ 100	4 0
	Do.	do.	do.	„ 500	15 0

Local Particulars can be printed in at an extra charge of 3s. 6d. for any quantity.

A	Form of Exemption, with counterfoil, and copy to be sent to the Board of Agriculture and Fisheries (Art. 3 (3) (ii.)) <i>in books of</i> 50			5	6
A1	Notice to Local Authority of Time and Place of intended Dipping		<i>per</i> 50	3	0
B	Return of Dipping (Art. 4 (3)) „			3	0
C	Declaration as to Dipping of Sheep (Art. 6) „			3	0
D	Detention Notice (Art. 8) „			3	0
D 1	Do. do. with counterfoil <i>in books of</i> 50			4	6
D 2	License to move Sheep by Inspector of Local Authority, under Art. 8 <i>in books of</i> 50			4	6
E	Notice of Special Dipping (Art. 12) <i>per</i> 50			3	0
F	Declaration to accompany Sheep moved into a Market, Fair Ground, or Saleyard in Dipping Area (Art. 14) ... <i>per</i> 50			3	0
G	Declaration by Person holding Market, Fair, or Sale, or Person appointed by Local Authority (Art. 14 (2)) ... <i>per</i> 50			3	0
H	Declaration to accompany Sheep moved into Dipping Area (Art. 16) <i>per</i> 50			3	0
I	License for Undipped Sheep, with copy to be sent to the Local Authority of the District in which the place of Destination is situate (Art. 17) <i>in books of</i> 50, <i>with counterfoil</i>			5	6
J	License for Lambs, with copy to be sent to the Local Authority of the District in which the place of Destination is situate (Art. 19) <i>in books of</i> 50, <i>with counterfoil</i>			5	6
	Nos. A1, B, C, D, E, F, G, H <i>per</i> 100 <i>loose forms</i>			5	0
			„ 500 „	15	0
			„ 1,000 „	25	0

SHAW & SONS, Printers and Publishers,

Sheep-Dipping (South Wales & Monmouth) Order of 1908 (No. 7428).

				s.	d.
POSTERS	setting out the provisions of the Order	...	per 100	10	0
Do.	do.	do.	„ 250	20	0
HANDBILLS	do.	do.	„ 100	5	6
Do.	do.	do.	„ 500	15	0
<i>Local Particulars can be printed in the above at an extra charge of 3s. 6d. for any number.</i>					
A	Exemption under Art. 3 (3) (ii.), with copy to be sent to the Board	...	in books of 50	5	6
A 1	Notice to Local Authority of Time and Place of intended Dipping	...	per 50	3	0
Do.	do.	...	„ 100	5	0
B	Return of Dipping (Art. 4 (3))	...	„ 50	3	0
Do.	do.	...	„ 100	5	0
C	Declaration as to the Dipping of Sheep	...	„ 50	3	0
Do.	do.	...	„ 100	5	0
D	Detention Notice	...	„ 50	3	0
Do.	do.	...	„ 100	5	0
E	Notice of Special Dipping	...	„ 50	3	0
Do.	do.	...	„ 100	5	0
F	Declaration to accompany Sheep moved into a Market. Fair, or Saleyard, or moved out of the Dipping Area	...	per 50	3	0
Do.	do.	...	„ 100	5	0
	License authorising the exposure for Sale of Lambs in any Market, Fair, or Saleyard in the Area, or the movement of the Lambs to any premises outside the Area (Art. 17 (1))	...	in books of 50	4	6
G	License to move Lambs under Art. 17 (3), with copy to be sent to the Local Authority of the District in which is situate the place of destination specified in the License	...	in books of 50	5	6

Sheep-Scab (North Wales Dipping Areas) Order of 1908 (No. 7426).

			s.	d.
PUBLIC NOTICE	of the above Order printed in the form of a Poster	per 100	10	0
Do.	do.	„ 250	20	0
Do.	do., including the Principal Order, 1906, printed as a Handbill for distribution	per 250	12	6

Local Particulars can be printed in the above at an extra charge of 3s. 6d. for any number.

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No.		s.	d.
Form A.—Return to be made by the Owner to the Local Authority after each Dipping during the prescribed Dipping Period in Area No. 1, and during the first prescribed Dipping Period in Area No. 2	<i>per 50</i>	3	0
Exemption by Local Authority under Art. 3 (4), with copy to be sent to Board of Agriculture and Fisheries	<i>in books of 50</i>	5	6
Form B.—Declaration as to Dipping of Sheep	<i>per 100</i>	5	0
„ C.—Notice of Special Dipping... ..	„	5	0

Swine-Fever Order, 1908 (No. 7447).

POSTER setting forth the provisions of the Order	<i>per 100</i>	10	0
Do. do. do.	„ 250	20	0
HANDBILL do. do.	„ 100	4	0
Do. do. do.	„ 500	15	0

Local Particulars printed in the above at 3s. 6d. for any quantity.

In cases where it is not desired to publish the full poster of the Order, Messrs. SHAW & SONS can supply—

SMALL POSTERS giving Public Notice that the Board of Agriculture and Fisheries have made the above Order, and that Handbills setting out the full provisions can be obtained by those interested

Local Particulars and Places where Handbills are to be obtained can be printed in, and for filling in this information Specimens will be gladly sent.

A	Notice defining Infected Place, with copies to be sent to the Board of Agriculture and Fisheries, to the Local Authority, and to the Police Officer in charge of the nearest Police Station of the District	<i>in books of 50, with counterfoil</i>	6	6
	Do. do. do.	<i>printed in single sheets, per 50</i>	2	6
	Do. do. do.	„ „ 100	4	0
B	Notice placing Premises under Movement Restrictions, with copies to be sent to the Local Authority and to the Police Officer in charge of the nearest Police Station <i>in books of 50, with counterfoil</i>		6	6
	Do. do. do.	<i>printed in single sheets, per 50</i>	2	6
	Do. do. do.	„ „ 100	4	0

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
C	Withdrawal of Notice Form B., with copies to be sent to the Local Authority and to the Police Officer in charge of the nearest Police Station <i>in books of 50, with counterfoil</i>	6	6
	Do. do. <i>printed as single forms, per 50</i>	2	6
	Do. do. " " 100	4	0
1	Notice by Inspector of Local Authority requiring Occupier or Owner to cleanse and disinfect or destroy under Art. 8 (5) <i>in books of 50</i>	4	6
2	Notice by Inspector of Local Authority to cleanse and disinfect under Arts. 9, 10, 11, and 12 <i>in books of 50</i>	4	6

Swine-Fever (Regulation of Movement) Order, 1908 (No. 7448).

POSTERS setting out the provisions of the Order <i>per 100</i>	10	0
Do. do. do. " 250	20	0
HANDBILLS do. do. " 100	4	0
Do. do. do. " 500	15	0

Local Particulars can be printed in the above for 3s. 6d. for any quantity.

In cases where it is not desired to publish the full Poster of the Order Messrs. SHAW & SONS can supply—

SMALL POSTERS giving Public Notice that the Board of Agriculture and Fisheries have made the above Order, and that Handbills setting out the full provisions can be obtained by those interested.

Local Particulars and Places where Handbills are to be obtained can be printed in, and for filling in this information Specimens will be gladly sent.

A	License for Movement of Swine under Arts. 3 and 11, with copy to be sent to Local Authority <i>in books of 50, with counterfoil</i>	5	6
B	Declaration for use in case of Movement of Swine not marked for slaughter (Licenses A and F), foolscap size <i>per 50</i>	2	6
C	License for Movement under Art. 4, with copy to be sent to Local Authority <i>in books of 50, with counterfoil</i>	5	6
D	License for Movement of Swine required to be marked for Slaughter, Arts. 5 and 11, with copy to be sent to Local Authority <i>in books of 50, with counterfoil</i>	5	6
E	Declaration for use in case of Movement of Swine marked for Slaughter (License D), foolscap size <i>per 50</i>	2	6
F	License for Movement, for use under Arts. 7, 11, 14, and 15, with copy to be sent to Local Authority <i>in books with counterfoil</i>	5	6

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American Gooseberry Mildew Order, 1907.

No.			s.	d.
	POSTERS setting out the provisions of the above Order	per 100	12	6
	CIRCULARS	do. do.	7	0

Local Particulars printed in 3s. 6d. extra.

1	Notice by Local Authority to Occupier as to existence of Disease on premises under Art. 4 (1), with copy to be sent to the Board of Agriculture and Fisheries in books of 50	6	6
2	Notice by Local Authority requiring Occupier to take measures for Prevention of Disease under Art. 6 (1), with copy to be sent to the Board of Agriculture and Fisheries in books of 50	6	6
3	Notice to Occupier of premises in vicinity of Infected Premises under Art. 7 (1), with copy to be sent to the Board of Agriculture and Fisheries in books of 50	6	6
4	Notice Prohibiting Picking of Crops under Art. 8, with copy to be sent to the Board of Agriculture and Fisheries in books of 50	6	6
5	Notice Prohibiting Sale of Bushes, &c., under Art. 9 (2), with copy to be sent to the Board of Agriculture and Fisheries in books of 50	6	6
6	Notice withdrawing Notice of Infected Premises, with copy to be sent to the Board of Agriculture and Fisheries in books of 50	6	6

Midwives Act, 1902.

Forms required by Local Supervising Authorities under the Act.

1	Public Notice of Provisions of the Act per 100	6	0
2	Notice to persons at present using the title of Midwife of effect of Act (Sec. 8 (7)). In pamphlet form per 100	3	0
3	Report by Local Supervising Authority of Suspension of Midwife (Sec. 8 (3)) in books of 50 leaves, with counterfoil	4	6
4	Report of Local Supervising Authority to Central Midwives Board of Midwife practising in their area convicted of offence (Sec. 8 (4)) in books of 50 leaves, with counterfoil	4	6

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No.		s.	d.
5	Return of Local Supervising Authority to Central Midwives Board with names and addresses of all Midwives who during the preceding year have notified their intention to practise within their area (Sec. 8 (5)) <i>per quire</i>	3	0
6	Roll or Register of Midwives practising in the district of the Local Supervising Authority <i>1 quire, half-bound</i>	8	6
7	Report to Central Board of Death of Midwife (Sec. 8 (6)) <i>in books of 50 leaves, with counterfoil</i>	4	6
8	Report of Change of Address (Sec. 8 (7)) <i>in books of 50 leaves, with counterfoil</i>	4	6
9	Register of Cases to be kept by Midwife under Rule 19, in the Form prescribed by the Act	1	0
10	Register of Notifications received under Rule 18 in case of death of Patient or Child <i>1 quire</i>	8	6
11	Record of sending for Medical help, in triplicate ... <i>in book of 25</i>	0	6

Motor Car Act, 1903

(3 Edw. 7, c. 38).

PART I.

1	Register of Motor Cars in the form required by the Regulations of the Local Government Board, with space for Registration of Change of Ownership. Folioed, with index, <i>half-bound</i> <i>1 quire</i>	7	6
Do.	do. <i>2 quires</i>	10	6
Do.	do. <i>3 "</i>	14	6
1a	Register of Motor Cycles, as above <i>1 quire</i>	7	6
Do.	do. <i>2 quires</i>	10	6
Do.	do. <i>3 "</i>	14	6
1b	Combined Register of Motor Cars and Motor Cycles, divided by a vellum tab <i>1 quire in each division</i>	11	6
Do.	do. <i>2 quires in each division</i>	17	0

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No.		s.	d.
1c	Copies of Entries in Register of Motor Cars to be furnished to Owners in accordance with Article III. <i>in books of 100, with counterfoil</i>	3	6
1c*	Copies of Entries in Register of Motor Cycles to be furnished to Owners in accordance with Article III. <i>in books of 100, with counterfoil</i>	3	6
1d	Notice to Council of change of Ownership of Car, with Application either to cancel the Registration or to continue the Registration under the new ownership in accordance with Article IV. <i>per quire</i>	3	0
3	Particulars to be given by Applicant for Registration of Motor Cars in accordance with Schedule III. Foolscap <i>per 100</i>	4	6
	Instructional Form, giving Dimensions and Illustrations of the Index Letter and Number Plate in accordance with the 4th Schedule of the Rules and Regulations of the Local Government Board, to be sent to the Applicants when registering a Motor Car or Cycle, printed and lithographed to order, with the Name and Index Letter of the Authority <i>per 50</i>	14	0
	Do. do. <i>per 100</i>	17	6
	Do. do. <i>per 200</i>	22	6
4	Register of General Identification Marks containing the Particulars required by Article XII. <i>1 quire</i>	7	6
	Do. do. <i>2 quires</i>	10	6
4a	Copies of Entries in Register of General Identification Marks <i>in books of 100, with counterfoil</i>	3	6
4a*	Application for General Identification Marks ... <i>per 100</i>	4	6
5a	Particulars to be given by Applicant for License in accordance with Schedule V. (A). Foolscap ... <i>per 100</i>	4	6
5b	Particulars to be given by Applicant for Renewal of License in accordance with Schedule V. (B). Foolscap ... <i>per 100</i>	4	6

PART II.

6	License (Motor Car), in accordance with the 6th Schedule, printed on strong paper <i>in books of 100, with counterfoil</i>	3	6
6a	License (Motor Car), with Renewals attached, printed on strong paper <i>in books of 100, with counterfoil</i>	4	6
6*	License (Motor Cycle), in accordance with the 6th Schedule, printed on strong paper <i>in books of 100, with counterfoil</i>	3	6

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
6b	License (Motor Cycle), with Renewals attached, printed on strong paper in books of 100, with counterfoil	4	6
	License (Motor Car) in Ticket form, neatly bound in leather, with space for two Renewals and for Endorsements ... per 100	70	0
Do.	do. „ 250	135	0
Do.	do. bound in cloth „ 100	52	0
Do.	do. „ 250	95	0
Do.	(Motor Cycle) bound in leather „ 100	70	0
Do.	do. „ 250	135	0
Do.	do. bound in cloth „ 100	52	0
Do.	do. „ 250	95	0
6c	Renewal License, separately ... in books of 100, with counterfoil	3	6
7	Register of Licenses in the form required by Schedule VII. of the Local Government Board Order, folioed, with Index, half-bound		
	1 quire	7	6
Do.	do. 2 quires	10	6
7a	Copies of Register of Licenses in accordance with Article XIX. in books of 100, with counterfoil	3	6
8	Record of Distinguishing Numbers used on cars on trial runs after completion, or on trial by intending purchasers. Foolscap.		
	1 quire	7	6
Do.	do. 2 quires	10	6

MOTOR CAR ACTS, 1896 & 1903.

Heavy Motor Car Order, 27th December, 1904.

M1	Application and Particulars to be given by Applicant for Registration of Heavy Motor Car, embodying Form B in the above Order per 50	3	0
M2	Register of Heavy Motor Cars as prescribed by the above Order, half bound 1 quire	7	6
Do.	do. 2 quires	10	6
M3	Copies of Entries in Register of Motor Cars, with Counterfoil in books of 50	4	6
M4	Certificate to be given by the Registering Authority to the Applicant for Registration, in accordance with Article IV. (5), with Counterfoil in books of 50	4	6

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OFFENCES UNDER MOTOR CAR ACT, 1903

(3 Edw. 7, c. 36).

No.						s.	d.
1	Information.—General form	per quire	3	0
2	Summons.—General form	„	3	0
3	Conviction.—General form	„	3	0
As it is unlikely that Clerks to the Magistrates will feel inclined to keep separate forms for each of the offences under the Motor Car Act, 1903, Messrs. SHAW & SONS have prepared a set of General Forms (on which the offences for which they can be utilised are set out in the form of notes) in addition to special sets for offences under sections 1, 3, and 9.							
4	Information for reckless driving. Section 1 (1)	per quire	3	0
5	Summons for reckless driving	„	3	0
6	Warrant in first instance, or on disobedience of Summons, for reckless driving	per quire	3	0
7	Conviction for reckless driving	„	3	0
8	Information for driving, or employing driver, without a license. Section 3 (1)	per quire	3	0
9	Summons for driving, or employing driver, without a license	per quire	3	0
10	Conviction for driving, or employing driver, without a license	„	3	0
11	Information for driving at an excessive rate of speed. Section 9 (1)	per quire	3	0
12	Summons for driving at an excessive rate of speed	„	3	0
13	Warrant in first instance, or on disobedience of summons, for excessive rate of speed	per quire	3	0
14	Conviction for driving at excessive rate of speed	„	3	0
15	Register of Offences arising out of the driving of Motor Cars			
					1 quire half-bound	8	6
Do.	do. 2 quires	10	6

Storing Petroleum Spirit for Motor Cars. Regulations dated
18th March, 1903, made by the Secretary of State.

1B	Application for license to store Petroleum Spirit for Light Locomotives	per quire	3	0
2B	License to Store Petroleum Spirit for Light Locomotives,	in books of 25, with counterpart	4	6
Do.	do.	50 „ „	6	6

SHAW & SONS, Printers and Publishers,

Locomotives Act, 1898

(61 & 62 Vict. c. 29).

No.		s.	d.
1	Application for License per quire	4	0
2	License of Locomotives in accordance with section 9 (1), with counterfoil in books	6	0
2a	Brass License Plates, with Date, Number of License, and Name of Council engraved thereon, in accordance with section 9 (4), to order.		
3	Register of Licenses	15	0
4	Consent to Transfer of License in accordance with section 9 (6), with counterfoil in books	6	0
5	Register of Locomotives not required to be licensed in accordance with section 10 (1)	10	0
6	Receipt for Registration Fee in accordance with section 10 (2) in books of 100	2	0
6a	Brass Registration Plates, with Registered number engraved thereon, in accordance with section 10 (2) to order.		

Sale of Food and Drugs Acts

AND

Margarine Act, 1887

(62 & 63 Vict. c. 51; 50 & 51 Vict. c. 29).

Abstract for the Information and Guidance of the Officers of the Local Authorities, Tradesmen, and the Public in General, in poster form, with the Name of the Local Authority printed in per 100

		22	6
Do.	do. as a handbill, for distribution „ 1000	50	0
1	Inspector's Register. Foolscap 1 quire	7	6
2	Public Analyst's Register. Foolscap „	7	6
Form D	Application for Certificate of Registration of a Margarine Factory per quire	3	0
A	Certificate of Registration of a Margarine Factory, endorsed with Form B, in case of Change of Proprietor (50 & 51 Vict. cap. 29) per quire	3	0
C	Register of Margarine Factories, giving Name of Proprietor (50 & 51 Vict. cap. 29) in books	7	6
25	Certificate of Analyst as to Adulterated Articles of Food per quire	3	0

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BUTTER AND MARGARINE ACT, 1907.

Order of the Local Government Board, dated the 28th day of
December, 1907.

No.		s.	d.
	Circular setting forth the provisions of the Act ... <i>per 100</i>	6	0
	<i>Local Particulars can be printed in at an extra charge.</i>		
1	Application for Registration of Butter Factories, with the necessary particulars ... <i>per quire</i>	3	0
2	Register of Butter Factories ... <i>in books</i>	7	6
A	Certificate of Registration, with Endorsement, Form B., for change of address ... <i>in books with counterfoil</i>	3	6

Magisterial Proceedings.

- A **Information** for selling Article of Food or Drug not of the proper Nature, Substance, and Quality.
- B **Summons.**
- C **Conviction.**
- E **Information** for selling Compound Article of Food or Drug not composed of Ingredients Demanded.
- F **Summons.**
- G **Conviction.**

Fertilisers and Feeding Stuffs Act, 1906.

AND

FERTILISERS AND FEEDING STUFFS REGULATIONS, 1906.

Form A. Agricultural Analyst's Certificate for Fertilisers, in the prescribed form ... <i>in books of 50</i>	4	0
Form B. Agricultural Analyst's Certificate for Feeding Stuffs, in the prescribed form ... <i>in books of 50</i>	4	0
Quarterly Report of Agricultural Analysts to the Board of Agriculture and Fisheries, printed on white paper <i>per quire</i>	4	0

SHAW & SONS, Stationers and Lithographers,

Registration in Counties

(Comprising Ownership Electors and Occupation Electors for Parishes NOT in a Parliamentary Borough), in accordance with the

ORDERS IN COUNCIL DATED MARCH, 1895,
AND 11th FEBRUARY, 1907.

Where 250 of a Form are taken, the Local Particulars are printed in without charge.

No. Form in Schedule.	Description of Form.	Per Dozen.	Per 100.	Per 250.	Per 500.	Per 750.
	Ownership Electors.	s. d.	s. d.	s. d.	s. d.	s. d.
	NOTE.—The Precept and Forms for Ownership Electors must be sent to the Overseers (or Registration Officer) of every Parish or Township by the Clerk of the County Council on or within Seven Days before the 15th day of April.					
X	Precept of the Clerk of the County Council to the Overseers for Ownership Electors	3 0
1	Notice as to Ownership Claims to be given by the Overseers	1 0	6 0	12 0	17 0	21 0
2	Notice of Claim to be given to Overseers by Claimants in respect of Ownership... ..	1 0	4 6	10 0	15 0	20 0
3 ^a	List of Ownership Claimants (Parliamentary List) ...	1 0	7 0	15 0	22 0	29 0
3 ^b	List of Ownership Claimants (Parochial Electors List)	1 0	7 0	15 0	22 0	29 0
4	Notice of Objection to Ownership Electors to be given to the Overseers	1 0	4 6	10 0	15 0	20 0
5 ^a	Notice of Objection to be given to Persons whose Names are in the Ownership Portion of the Register when objected to by any Person other than the Overseers, and to the Occupying Tenant of the Qualifying Property, where Notice is required to be given to the Occupying Tenant ...	1 0	4 6	10 0	15 0	20 0
5 ^b	Notice of Objection to be given to Persons whose Names are on the List of Ownership Claimants when objected to by any Person other than the Overseers, and to the Occupying Tenant of the Qualifying Property, where Notice is required to be given to the Occupying Tenant	1 0	4 6	10 0	15 0	20 0
6 ^a	Lists of Persons Objected to as Ownership Electors to be Published by the Overseers (Parliamentary)	1 0	7 0	15 0	22 0	29 0
6 ^b	Ditto ditto (Parochial Electors)					
7	Form of Declaration by Elector as to his Place of Abode	1 0	4 6	10 0	15 0	20 0
8	Receipt for Forms to be signed by Overseers and returned to the Clerk of the County Council ...	1 0	4 6	10 0	17 0	24 0

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No. Form in Schedule.	Description of Form.	Per Dozen.	Per 100.	Per 250.	Per 500.	Per 750.
	Occupation Electors.	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
	NOTE.—The following Precepts and Forms are to be sent to the Overseers [or Registration Officers] of Parishes not within a Parliamentary Borough by the Clerk of the County Council, or if said Parishes are situate in a Municipal Borough, by the Town Clerk of the Borough, and must be sent on or within 7 days before the 15th of April.					
Y	Precept to the Overseers of a Parish not in a Parliamentary Borough	4 0
Y 1	Precept to the Overseers of a Parish in a Municipal but not in a Parliamentary Borough	4 0
A	Form of Requisition by Overseers requiring Names of Inhabitant Occupiers	4 6	10 0	15 0	20 0
B	Notice as to Rates to be published by the Overseers	4 6	10 0	15 0	20 0
C 1	Notice as to Rates to be served by the Overseers	1 0	6 0	12 0	17 0	24 0
C 2	List of Names of Persons Disqualified for being registered in respect of a £10 occupation, household, or old burgess qualification, by Non-payment of the Rates due in respect of the premises named herein	1 0	7 0	15 0	22 0	29 0
D 1	<i>Occupiers List.</i>					
Div. 1	Persons entitled to be Registered in respect of an Occupation Qualification, both as Parliamentary Electors and as County Electors [or Burgesses]	1 0	7 0	15 0	22 0	29 0
Div. 2	Persons entitled to be Registered in respect of an Occupation Qualification as Parliamentary Electors, but not as County Electors [or Burgesses]	1 0	7 0	15 0	22 0	29 0
Div. 3	Persons entitled to be Registered in respect of an Occupation Qualification as County Electors [or Burgesses] but not as Parliamentary Electors	1 0	7 0	15 0	22 0	29 0
D 2	Old Lodgers List	1 0	7 0	15 0	22 0	29 0
G	Non-Resident List	1 0	7 0	15 0	22 0	29 0
	<i>Claims (Occupation Franchise).</i>					
H 1	Notice of Claim in respect of the Occupation Franchise [Parliamentary and Local Government (other than Lodgers)]	1 0	4 6	10 0	15 0	...
H 2	Lodger Claim	1 0	4 6	10 0	15 0	...
H 3	*Notice of Claim (Local Government)	1 0	4 6	10 0	15 0	...
H 4	*Notice of Claim (Parochial Electors)	1 0	4 6	10 0	15 0	...
	*These forms have been arranged in accordance with the Note in the Order.					
	<i>Objections (Occupation Franchise).</i>					
I 1	Notice of Objection in respect of the Occupation Franchise (Parliamentary and Local Government) to be given to Overseers	1 0	4 6	10 0	15 0	...
I 2	Ditto ditto to be given to Person Objected to	1 0	4 6	10 0	15 0	...
I 3	Notice of Objection (Local Government) to be given to Overseers	1 0	4 6	10 0	15 0	...
I 4	Ditto ditto to be given to Person Objected to	1 0	4 6	10 0	15 0	...

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No. Form in Schedule.	Description of Form.	Per Dozen.	Per 100.	Per 250.	Per 500.	Per 750.
	<i>List of Claimants in respect of the Occupation Franchise to be Published by the Overseers.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
K 1	List of Occupier Claimants (Parliamentary and Local Government)	1 0	7 0	15 0	22 0	29 0
K 2	List of Occupier Claimants (Parliamentary)	1 0	7 0	15 0	22 0	29 0
K 3	List of Lodger Claimants (Parliamentary) ...	1 0	7 0	15 0	22 0	29 0
K 4	List of Claimants (Local Government)	1 0	7 0	15 0	22 0	29 0
K 5	List of Claimants (Parochial Electors)	1 0	7 0	15 0	22 0	29 0
	<i>List of Persons Objected to (Occupation Franchise), to be Published by the Overseers.</i>					
L 1	List of Persons Objected to (Parliamentary and Local Government)	1 0	7 0	15 0	22 0	29 0
L 2	List of Persons Objected to as Occupiers (Parlia- mentary)	1 0	7 0	15 0	22 0	29 0
L 3	List of Lodgers Objected to	1 0	7 0	15 0	22 0	29 0
L 4	List of Persons Objected to (Local Government) ...	1 0	7 0	15 0	22 0	29 0
M	Declaration for Correcting Misdescription in List...	1 0	4 6	10 0	15 0	...
N 1	Notice of Withdrawal of Objection to be given to Person Objected to	1 0	4 6	10 0	15 0	...
N 2	Ditto ditto to be given to the Overseers ...	1 0	4 6	10 0	15 0	...
O 1	Notice Reviving an Objection to be given to Person Objected to	1 0	4 6	10 0	15 0	...
O 2	Ditto ditto to be given to the Overseers ...	1 0	4 6	10 0	15 0	...
P	Elector's Notice of Selection in the case of Duplicate Entries	1 0	4 6	10 0	15 0	...
	Corrupt and Illegal Practices List	1 0	7 0	15 0	22 0	29 0
	Receipts for Forms to be signed by Overseers and returned to Clerk of the Peace	1 0	4 6	10 0	17 0	24 0
	Cartridge Envelopes

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Registration in Parliamentary Boroughs.

NOTE.—Where 250 of a Form are taken, the Local Particulars are printed in without charge.

No. Form in Schedule.	Description of Form.	Per Dozen.	Per 100.	Per 250.	Per 500.	Per 750.
		s. d.	s. d.	s. d.	s. d.	s. d.
Z	Form of Precept to the Overseers of a Parish in a Parliamentary Borough	3 0
A	Requisition by Overseers requiring Names of Inhabitant Occupiers	1 0	4 6	10 0	15 0	20 0
B	Notice as to Rates to be published by Overseers ...	1 0	4 6	10 0	15 0	...
C 1	Ditto ditto to be served by Overseers	1 0	4 6	10 0	15 0	...
C 2	List of Persons disqualified by non-payment of Rates	1 0	7 0	15 0	22 0	29 0
D.—Lists of Occupation Electors.						
Occupiers List.						
Div. 1	List of Persons entitled in respect of an Occupation Qualification to be Registered as Parliamentary Electors and to be enrolled as Burgesses [<i>or</i> Registered as County Electors]	1 0	7 0	15 0	22 0	29 0
Div. 2	List of Persons entitled to be Registered as Parliamentary Electors in respect of an Occupation Qualification, but not to be Enrolled as Burgesses [<i>or</i> Registered as County Electors]	1 0	7 0	15 0	22 0	29 0
Div. 3	List of Persons entitled to be Enrolled as Burgesses [<i>or</i> Registered as County Electors], but not to be Registered as Parliamentary Electors	1 0	7 0	15 0	22 0	29 0
D 2	Reserved Rights List	1 0	7 0	15 0	22 0	29 0
D 3	Old Lodgers List	1 0	7 0	15 0	22 0	29 0
G	Non-Resident List	1 0	7 0	15 0	22 0	29 0
Notices of Claim.						
H 1	Notice of Claim (Parliamentary and Local Government)	}	Price 4s. 6d. per 100.			
H 2	Ditto ditto (Parliamentary) (Lodgers)					
H 3	*Ditto ditto (Local Government)					
H 4	*Ditto ditto (Parochial Electors)					
* These forms have been subdivided in accordance with the Note in the Order.						
Notices of Objection.						
I 1	Notice of Objection to be given to Overseers (Parliamentary and Local Government)	}	Price 4s. 6d. per 100.			
I 2	Notice of Objection to be given to Persons Objected to (Parliamentary and Local Government)					
I 3	Notice of Objection to be given to Overseers (Local Government)					
I 4	Ditto ditto to be given to Persons Objected to (Local Government)					

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No. Form in Schedule.	Description of Form.	Per Dozen.	Per 100.	Per 250.	Per 500.	Per 750.
Lists of Claimants.		s. d.	s. d.	s. d.	s. d.	s. d.
K 1	List of Claimants (Parliamentary and Local Govern- ment)	1 0	7 0	15 0	22 0	29 0
K 2	Ditto (Parliamentary)	1 0	7 0	15 0	22 0	29 0
K 3	List of Lodger Claimants (Parliamentary)	1 0	7 0	15 0	22 0	29 0
K 4	List of Claimants (Local Government)	1 0	7 0	15 0	22 0	29 0
K 5	Ditto (Parochial Electors)	1 0	7 0	15 0	22 0	29 0
Lists of Persons Objected To.						
L 1	List of Persons Objected to (Parliamentary and Local Government)	1 0	7 0	15 0	22 0	29 0
L 2	Ditto (Parliamentary)	1 0	7 0	15 0	22 0	29 0
L 3	List of Lodgers Objected to (Parliamentary)	1 0	7 0	15 0	22 0	29 0
L 4	List of Persons Objected to (Local Government)	1 0	7 0	15 0	22 0	29 0
M	Declaration for Correcting Misdescription in List ...	1 0	4 6	10 0	15 0	20 0
N 1	Notice of Withdrawal of Objection to be given to Person Objected to	1 0	4 6	10 0	15 0	20 0
N 2	Ditto to be given to Town Clerk	1 0	4 6	10 0	15 0	20 0
O 1	Notice Reviving Objection to be given to Person Objected to	1 0	4 6	10 0	15 0	20 0
O 2	Ditto to be given to Town Clerk	1 0	4 6	10 0	15 0	20 0
P	Elector's Notice of Selection in the case of Duplicate Entries	1 0	4 6	10 0	15 0	20 0
	Corrupt and Illegal Practices List	1 0	7 0	15 0	22 0	29 0
	Receipts for Forms to be signed by Overseers and returned to Clerk of the Peace	1 0	4 6	10 0	17 0	24 0
	Cartridge Envelopes

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Licensing Act and Rules.

LICENSING COMPENSATION AUTHORITIES.

Licensing Act, 1904.

No.		s.	d.
	The undermentioned books have been prepared by a Gentleman of great experience in Licensing matters, as well as in the supervision of the Accounts of Local Authorities.		
1	Minute Book. Demy size, hand-made paper, bound full rough calf 5 quires	30	0
1b	Draft Minute Book. Demy size, azure-laid paper, 3 quires, half-bound	11	6
2	Minute Book. Foolscap size, hand-made paper, 5 quires, full rough calf	21	0
2b	Draft Minute Book. Foolscap size, azure laid paper, 3 quires, half-bound	8	6
3	Ledger, demy size, hand-made paper, bound in full rough calf 5 quires	32	6
4	Account of Charges levied on all On-License Holders and paid by the Commissioners of Inland Revenue to the Compensation Authority in respect of all On-Licenses in every Petty Sessional Division, in Boroughs, and in County Boroughs, 1 quire, half bound	10	0
	2 quires	15	0
5	Register of Licenses referred and Reports made to the Compensation Authority, being a record of all proceedings from the Receipt of Reports under Rule 7, to the Final Notice of Decision to Renewal Authorities under Rule 36, printed with long and short leaves 2 quires, strongly half-bound	25	0
	3 quires	34	0
	N.B.—This Register contains a number of columns with descriptive headings, and will prove a most valuable record of all the proceedings. It will be a constant reminder of every step required to be taken by Clerks to Compensation Authorities in Counties and County Boroughs.		
6	Register of all Licenses extinguished and of Compensation paid during each year from which the Compensation Authority Return can be made 2 quires, half-bound	10	6
	3 quires, half-bound	14	0
8	Register of Loans raised by way of mortgage of the Compensation Fund, in books half-bound	10	6

SHAW & SONS, Printers and Publishers,

No.		s.	d.
9	Treasurer's Account Book (Compensation Fund) 1 quire, half-bound	7	6
	2 quires	10	0
	3 quires	12	6
10	List of Orders drawn on the Treasurer , to be furnished by the Clerk to the Treasurer after each Meeting of the Authority, <i>per quire</i>	3	0
11	Receipts , with Counterpart in books of 100	2	6
12	Order on the Treasurer for Payment out of Compensation Fund (Rules, Form 13), with counterpart in books of 50	5	0
	in books of 100	7	6
12b	Order on the Treasurer for Payment out of Sinking Fund Account , with counterpart in books of 50	5	0
	in books of 100	7	6
	Five Books, of either Nos. 12 or 12b, neatly lithographed, with name of Authority and other particulars		
	quarter-bound, in books of 100	32	6
	Ten Books do. do.	50	0
	Financial Statement in the form prescribed by the Secretary of State, 6th March, 1905. Arranged for Practical use, ruled with faint blue lines, Foolscap size <i>per doz.</i>	9	0
Do.	do. Bound in books to last 10 years		
	for records half-bound	12	6

Police Books.

1	Police Charge Book 2 quires, half bound	12	6
2	Report of Charges " "	12	6
3	Do. Cases in which the Charge was not taken. Form B.		
	2 quires	12	6
4	Police Reports of Occurrences 2 quires, half bound	12	6
5	Reports on Apprehension of Offenders " "	12	6
6	Register of Charges. New Form " "	17	6
	loose sheets <i>per quire</i>	6	0
7	Bail Book in books of 100	4	6
L6	Register of Persons convicted as Habitual Drunkards (2 Edw. 7, c. 28, s. 6) 1 quire	10	0
	2 quires	14	0

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No.		s.	d.
L13	Notices of Persons convicted, with descriptions to be given by the Police to License Holders, Clubs, &c. <i>per quire</i>	3	0
10	Certificate under Police Disabilities Removal Act, with counterpart <i>in books of 50</i>	2	6
	„ 100	5	0
11	Declaration under Schedule 2, Police Act, 1890 <i>per quire</i>	3	0
12	Detailed Statement (Quarterly) of expenses incurred in the conveyance of Juvenile Offenders to Reformatory Schools <i>per quire</i>	4	0
13	Summary of Claims (Quarterly) for Repayment of ditto „	4	0
14	Application to Prison Governor for description, &c., of Habitual Criminal <i>per quire</i>	3	0
15	Account of amount expended under sect. 4 of the Youthful Offenders Act, 1901 <i>per quire</i>	4	0

POLICE TABLES.

Judicial Statistics.

Return A.—Indictable Offences. Crimes Committed. Apprehensions and Proceedings

„ B.—Non-Indictable Offences Apprehensions; Proceedings

„ C.—Cases tried Summarily. Proceedings and Results

(a) Indictable Offences

(b) Non-Indictable Offences

„ D.—Cases tried Summarily. Age and Sex of Offenders

(a) Indictable Offences tried Summarily

(b) Non-Indictable Offences

„ E.—Quasi-Criminal Proceedings

„ F.—Number of Crimes (Indictable Offences) Committed, and of Apprehensions in each Month of the Year

„ { G.—Character of Persons Proceeded against

„ { H.—Suspected Persons at large, and Houses of Bad Character

The above are sold in Sets at 1s. 9d. per Set.

Instructions to Police Authorities for preparing Annual Returns of Crime, price 1s.

SHAW & SONS, Stationers and Lithographers,

	s.	d.
Record Sheets of Criminal Cases heard at Petty Sessions, in sheets, <i>per quire</i>	5	0
„ „ of Criminal Cases heard at Petty Sessions ... 10 quires	40	0
„ „ of Quasi-Criminal Cases, in sheets ... <i>per quire</i>	5	0
„ „ in books containing 2 quires Criminal Cases and 1 quire Quasi-Criminal Cases	22	6

Note—In using these two Forms it will be found very easy to compile the Statistical Returns for the Home Office, A. to G.

The Constable's Pocket Book.—A concise Manual of Police Duty and Criminal Law. *Fourteenth Edition*, 1907, by T. O. HASTINGS LEES, M.A., Barrister-at-Law, Late Chief Constable of the Isle of Wight, Editor of "Snowden's Police Officer's Guide," &c. Price 2s. 6d. net; postage 2d.

PISTOLS ACT, 1903.

Register of Pistols drawn in accordance with section 3, <i>half-bound</i> , 1 quire	7	6
Do. do. „ 2 quires	10	6

DOGS ACT, 1906 (6 Edw. 7, cap 32).

Public Notice setting forth the provisions of the Statute, printed as a poster <i>per 100</i>	8	0
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Name and Local Particulars printed in at an extra charge.

No.

1	Notice by Police to Owner, or to Person whose name appears on the collar, stating that the dog has been seized, and is liable to be sold or destroyed (section 3 (2)) <i>per 50</i>	3	0
2	Register of Stray Dogs, to be kept by the Police in accordance with section 3 (5) <i>in books, ½ quire</i>	5	0
Do.	do. „ 1 „	7	0
Do.	do. „ 2 quires	10	0

*For Complete Lists of Magisterial Forms, see SHAW & SONS' CATALOGUE OF
MAGISTERIAL PRECEDENTS.*

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Weights and Measures Regulations, 1907.

Account Books drafted by HOWARD CUNLIFFE, Esq., Secretary of
the Incorporated Society of Inspectors of Weights and Measures.

INSPECTION BOOKS

FOR THE PURPOSES OF TABLE A.

No.		s.	d.
1	Inspector's Visit Note Book , 8 by 4, with thick and thin leaves, so that copies can be left with the trader, <i>bound in limp</i> 100 leaves in duplicate	3	0
	<i>Special Prices for Quantities.</i>		
	Table A , in accordance with the Official Regulations <i>per quire</i>	4	0
2	Inspection Book , azure laid paper, <i>half-bound</i> 100 leaves	14	0
	Do. do. 200 „	21	0
2a	Summary of Inspection Book , from which the Summary of Outdoor Inspection Table A will be made, <i>half-bound</i> 50 leaves	10	0
3	Register of Traders , from which will be obtained the information for the first five columns of Table A, printed on azure laid paper, <i>half-bound</i> 100 leaves	11	0
	Do. do. 200 „	16	0
3a	Do. , printed on the Card Index System (6 by 4) <i>per 100 cards</i>	2	6
	Do. do. „ 1,000 „	20	0
	<i>P.S.—For Particulars of Cabinets, Files, and Guide Cards, see Shaw's Special Lists.</i>		
	<i>The advantage of the Card Index System is that the Register may be kept:—</i>		
	1. <i>Alphabetically, according to Trader's Name</i> ; 2. <i>Numerically</i> ;		
	3. <i>Alphabetically, according to (a) Name of Street</i> ; (b) <i>Name of Ward</i> ; (c) <i>Name of District</i> ; (d) <i>Class of Trader</i> .		
4	Record of Visits Book , azure laid paper, <i>half-bound in books of 50 pages</i>	10	0
	Do. do. „ 100 „	14	0
4a	Summary of Visits and Results , azure laid paper, <i>half-bound 25 leaves</i>	7	6
	Do. do. 50 „	10	0
	<i>Nos. 4 and 4a are not compulsory, but are recommended.</i>		
5	Conviction Book for Recording Prosecutions, from which will be obtained the information for Table A, with Index in front, printed on azure laid paper, <i>half-bound</i> 50 leaves	10	0
	Do. do. 100 „	14	0
6	Caution Book , foolscap size, with Index cut through Fore-edge, <i>half bound</i> 50 leaves	8	0

SHAW & SONS, Printers and Publishers,

VERIFICATION BOOKS

FOR THE PURPOSES OF TABLE B.

No.			s.	d.
	Table B , in accordance with the Official Regulations	<i>per quire</i>	4	0
7	Receiving Notes	<i>per 100</i>	2	0
7a	Do. , printed in Duplicate, with tear-off slip to be given to the trader	<i>in books of 300</i>	4	0
	<i>Special Prices for Quantities.</i>			
8	Certificates of Verification , in Book, with thick and thin leaves			
	100 leaves, in duplicate		4	0
9	Day Book , from which the information for Table B will be extracted			
	in books of 100 leaves		35	0
	Do. do. „ 200 „		50	0
9a	Summary of Indoor Verification and Abstract of Fees , designed to supply the Information for Table B in the readiest form	50 leaves	10	0
10	Invoice Book , thick and thin leaves	100 leaves, in duplicate	3	6
	<i>Special Prices for Quantities.</i>			
11	Ledger , foolscap size, hand-made paper	150 leaves	15	0
12	Records of Standards Book (Instructions 10 and 11), consisting of the following five patterns, divided by vellum tabs: (A) Standard Weights; (B) Standard Measures; (C) Inspector's Balances; (D) Examination; (E) Verification of Working Standards; printed on durable paper, <i>strongly bound</i>		17	6
13	Working Diary , half-bound	50 leaves	10	0

TABLES OF ERROR PERMISSIBLE.

Printed on Thick Card, in bold clear type, with fasteners for hanging up in the office.

Table I. Imperial Measure of Length.

- „ **II.** „ Liquid Measure of Capacity.
 „ **III.** „ Apothecaries Graduated Glass Measure.
 „ **IV.** „ Dry Measure of Capacity.

*The four Tables printed on Card, Varnished, Eyeletted, and Taped for hanging up,
 1s. 6d. per Card.*

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Table V. Imperial Avoirdupois Weights.

„	VI.	„	Troy Bullion	„
„	VII.	„	Apothecaries	„
„	VIII.	„	Grain	„

*The four Tables printed on Card, Varnished, Eyeletted, and Taped for hanging up,
1s. 6d. per Card.*

Table IX. Metric Measures of Length.

„	X.	„	„	Capacity.
„	XI.	„	Cubic Measures.	
„	XII.	„	Weights.	

*The four Tables printed on Card, Varnished, Eyeletted, and Taped for hanging up,
1s. 6d. per Card.*

TABLES OF ERROR FOR WEIGHING INSTRUMENTS.

Table XIII. Beam Scale (Class A).

„	XIV.	„	(Class B).
„	XIVc.	„	(Class C).
„	XV.	Counter Machines.	

*The four Tables printed on Card, Varnished, Eyeletted, and Taped for hanging up,
1s. 6d. per Card.*

Spring Balances, 1 lb. to 30 lbs.

„ 40 lbs. to 1,000 lbs.

Steelyards.

*The three Tables printed on Card, Varnished, Eyeletted, and Taped for hanging up,
1s. 6d. per Card.*

Table XVI. Platform and Dead Weight Machines.

„	XVII.	Weighbridges.
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*The two Tables printed on Card, Varnished, Eyeletted, and Taped for hanging up,
1s. 6d. per Card.*

PARALLEL WEIGHTS AND MEASURES REGULATIONS.

Arranged by HOWARD CUNLIFFE, Inspector of Weights and Measures.

Price 2s. net, Postage 3d. extra.

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Books and Forms

REQUIRED BY

LOCAL EDUCATION AUTHORITIES

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Contents.

	PAGE		PAGE
Administrative Books and Forms	196-198	Industrial Schools.....	207
Byelaws	201	Magisterial Proceedings	203 & 204
Certificates	201	Reformatory Schools.....	208
Endowed Schools.....	206	School Attendance	202 & 203
Financial Statements—		School Managers' Accounts.....	199 & 200
Boroughs and County Boroughs...	197	Medical Inspection of Children	201 & 202

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Local Education Authorities.

ADMINISTRATIVE BOOKS AND FORMS.

No.		s.	d.
1	Form notifying the Board of Education of appointment of Managers for Provided School <i>per 50</i>	2	6
1a	Do. do. for Group of Provided Schools	2	6
1b	Do. do. for Non-Provided School	2	6
1c	Do. do. for Group of Non-Provided Schools ..	2	6
2a	Notice to Minor Authority asking for appointment of Managers in case of Provided School <i>per quire</i>	3	0
3	Form notifying Manager of his appointment <i>per 50</i>	2	6
3b	Duties of Managers <i>per doz.</i>	2	0
4	Register of Provided Schools , containing full particulars of each School; with Index at front <i>3 quires</i>	12	0
	Do. do. <i>5 "</i>	17	6
4a	Register of Non-provided Schools , containing full particulars of each School; with Index at front <i>3 quires</i>	12	0
	Do. do. <i>5 "</i>	17	6
5	Register of Teaching Staff (Provided Schools) , with each School kept separately, and an Alphabetical Index at front <i>3 quires</i>	12	0
	Do. do. <i>5 "</i>	17	6
5a	Register of Teaching Staff (Non-Provided Schools) , with each School kept separately, and an Alphabetical Index at front <i>3 quires</i>	12	0
	Do. do. <i>5 "</i>	17	6
5b	Alphabetical Register of all Teachers in the County, divided into three sections—(1) Principal Teachers; (2) Assistant Teachers; (3) Pupil Teachers, <i>half-bound</i>	14	0
6	Register of Managers of Schools (Provided Schools) , under Section 6 of the Act. This Book is so arranged that the Managers of each School are kept separately, with Alphabetical Index at front <i>3 quires</i>	12	0
	Do. do. <i>5 "</i>	17	6
6a	Do. do. (Non-Provided Schools) <i>3 "</i>	12	0
	Do. do. do. <i>5 "</i>	17	6
7	Register of the Treasurers and Correspondents of each School in the District, with a vellum tab separating the Provided and Non-Provided Schools <i>2 quires</i>	8	6
	Do. do. <i>3 "</i>	12	0

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
M12a	Teacher's Salaries Book shewing Salaries due in each month in the year on one folio and summary half-bound	15	0
12c	Register of Schools Lettings, half-bound 1 quire	8	6
	Do. do. 2 quires	11	6
10b	Agreement between Local Education Authority and Managers for the use of Teacher's Dwelling-house per $\frac{1}{2}$ doz.	1	6
8	Notice convening Meeting of Educational Committee, with Name of Authority, &c., printed in per 250	7	6
9	Minute Books, Demy size, hand-made paper, bound rough calf 5 quires	30	0
	Draft Minute Book, Demy size, half-bound 3 "	10	6
	Minute Books, Foolscap size, hand-made paper, bound rough calf 5 quires	21	0
	Do. do. Azure-laid paper, half-bound 3 "	7	6
	Rough Minute Book, Foolscap, quarter-bound 2 "	4	6
10	Ledger, Demy size, hand made paper, full rough calf ... 3 "	22	6
	Do. do. 5 "	32	6
	Rough Ledger, Demy, half-bound 3 "	17	6
	Ledger, Foolscap, hand-made paper, full rough calf ... 5 "	25	0
10a	Loan Account Ledger, hand-made paper, full rough calf 3 "	22	6
	Do. do. 5 "	32	6
11	Cash Book, Demy, hand-made paper, half-bound ... 2 "	11	6
	Do. do. 3 "	16	0
12	Petty Cash Book, Foolscap, half-bound 1 quire	7	0
	Do. do. 2 quires	9	6
13	Treasurer's Account Book, Foolscap, half-bound ... 1 quire	7	0
	Do. do. 2 quires	9	6
14	Postage Account Book	6	0
14a	Order Check Books, with counterfoil, or arranged for use with Carbon Paper books of 100	4	6
	Financial Statement for County Boroughs and Boroughs of which the Councils are Local Education Authorities, in the form prescribed in the Order of the Local Government Board dated 9th April, 1904. Foolscap size, carefully edited and spaced for practical use; printed on best Azure-laid paper and ruled uniformly throughout, the print falling exactly on the ruled lines. Bound in printed paper covers, with the Memorandum and Instructions as to the headings of Expenditure relating to Higher Education printed on the inside of the first cover... per $\frac{1}{2}$ doz.	10	6
	Do., bound very strongly in books for permanent records	15	0

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BOOKS AND
STATIONERY.

The following Account Books have been specially prepared by EVAN R. DAVIES, Esq., the Secretary of Education for Carnarvonshire.

		s.	d.
	Summary of Particulars of School Boards in the area of a Local Education Authority, <i>half-bound</i> <i>...in books</i>	17	6
	Summary of Particulars of Voluntary Schools , <i>half-bound</i> „	17	6
	Abstract Book „	17	6
	Register of Mortgages , Imperial oblong, <i>half-bound</i> <i>...in books</i>	15	0
	Loan Account , giving particulars of Loans, <i>half-bound</i> „	17	6
<hr/>			
No.			
15	Form of Notice as to forwarding Cheque to Treasurer ... <i>per 50</i>	2	0
	Cheque Books lithographed from Plates to order. Designs and Prices submitted upon application.		
16	Precept upon Overseers , for expenses in connection with supplying or aiding to supply Education other than Elementary, under sect. 3 of the Education Act, 1902 <i>... in books of 50</i>	4	6
17	Estimate of Expenditure of the Committee , to be prepared for the use of the Local Education Authority <i>per quire</i>	3	0
M7	Statement of Accounts for Payment by Managers to be sent to the Education Authority <i>per quire</i>	3	0
M7a	Statement of Sums received by Managers from sources other than the Education Authorities <i>per quire</i>	3	0
17a	Circular to Managers asking for Average Attendance, with form of Return attached <i>per quire</i>	3	0
18	Consent to Appointment of Teachers in Non-Provided Schools <i>in books with counterfoil</i>	2	6
19	Consent to Dismissal of Teachers in Non-Provided Schools <i>in books with counterfoil</i>	2	6
20	Appointment of School Inspector <i>per quire</i>	2	0
21	Report Form of School Inspector „	2	0
	School Fees Account Book , for fees in respect of Education other than Elementary, arranged with Three Terms on an opening, <i>half-bound</i> <i>... in books</i>	15	0

SHAW & SONS, Printers and Publishers,

SCHOOL MANAGERS.

No.		s.	d.
3b	List of Duties of Managers <i>per doz.</i>	2	0
10b	Agreement between Local Education Authority and Managers for the use of Teacher's Dwelling-house <i>per ½ doz.</i>	1	6
M1	Notice Convening Meeting of Managers, printed in with local particulars <i>at per 250</i>	7	6
M1a	Managers' Inventory Book of School Fittings, &c., <i>half-bound</i> 1 quire	9	6
	Do. do. 2 quires	12	6
M2	Minute Books, Foolscap, Azure-laid paper, <i>quarter-bound</i> 2 "	4	6
	Do. do., <i>half-bound</i> 3 "	7	6
	Do. do. 5 "	12	6
	Do. do., best quality hand-made paper, <i>full calf</i> 5 "	21	0
M2a	Managers' Attendance Book, for recording attendances, <i>half-bound</i> ...	6	0
M3	Cash Book, with separate columns for the different headings in respect of which Receipts and Payments are made, <i>half-bound</i>	7	6
M4	Treasurer's Account Book ; Foolscap, <i>half-bound</i> ... 1 quire	7	0
	Do. do. 2 quires	9	0
M5	Treasurer's Balance Sheet <i>per quire</i>	3	0
M6	Order Check Book with Counterpart, or arranged for use with Carbon Paper <i>in book of 100</i>	4	6
NOTE.—In cases where Six Books are ordered the local particulars can be printed in without extra charge.			
M7	Statement of Accounts for Payment by Managers to be sent to the Education Authority <i>per quire</i>	3	0
M7a	Statement of Sums received by Managers from sources other than the Education Authorities <i>per quire</i>	3	0
M8	Managers' Estimate of Expenditure for the Quarter or Half-year <i>per quire</i>	3	0
M8a	Return of Actual Expenditure during Preceding Quarter <i>per quire</i>	3	0
M9	Teachers' Application Form, setting forth the particulars required in applying for an appointment <i>per quire</i>	3	0
M9*	Pupil Teacher's Application Form <i>per 50</i>	3	0
M9a	Notice of Appointment of Teacher, with request for approval of Local Education Authority <i>per quire</i>	3	0
M9a*	Do. do. Pupil Teachers <i>per quire</i>	3	0

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STATIONERY.

No.		s.	d.
M10	Agreement with Head Teachers per $\frac{1}{2}$ doz.	1	0
M10a	Do. with Assistant Teachers per $\frac{1}{2}$ doz.	1	0
M10*	Do. Pupil Teachers (Voluntary Schools) ... per $\frac{1}{2}$ doz.	1	0
M10a*	Do. do. (Council Schools) ... per $\frac{1}{2}$ doz.	1	0
M11	Notice of Resignation of Teacher in books of 24, with counterfoil	2	6
M12	Teachers' Monthly Salaries Sheet per quire of 24	3	0
	Do. do., in book form, half-bound ... 1 quire	8	6
M12a	Do. Salaries Book, showing Monthly Payments and Superannuation Deductions for year on opening, with Summary ...	15	0
M13	Superannuation Register, half-bound	8	0
M13a	Form Notifying Teachers of Deduction from Grant of the Teachers' contributions to the Deferred Annuity Fund (Superannuation Act, 1898) per quire	2	6
M14	Register of Punishments inflicted. Foolscap. ... 1 quire	5	6
M14a	Regulations for conduct of Public Elementary Schools (for hanging up in School) per copy, 9d. ; per quire	5	0
M15	School Fees Account. (Schoolmaster.) Foolscap. Half-bound 1 quire	6	0
	Do. do. 2 quires	8	0
M15a	School Fees Account. (Schoolmistress.) ... 1 quire	6	0
	Do. do. 2 quires	8	0
M16	Sales Account. (Schoolmaster.) Foolscap. Half-bound 1 quire	6	0
	Do. do. 2 quires	8	0
M16a	Sales Account. (Schoolmistress.) Foolscap. Half-bound 1 quire	6	0
	Do. do. 2 quires	8	0
M17	Stock and Stores Account. (Schoolmaster.) Foolscap, Superfine paper, half-bound ... 1 quire	6	0
	Do. do. 2 quires	8	0
M17a	Stock and Stores Account. (Schoolmistress.) ... 1 quire	6	0
	Do. do. 2 quires	8	0
M17*	Stock and Stores Book, containing two forms, $\frac{1}{2}$ quire Permanent Stock and $1\frac{1}{2}$ quire Stationery Stock, with instructions as to method of entering	11	6
	Do. Permanent Stock only 1 quire	8	0
	Do. Stationery Stock only 2 quires	11	6
M18	School Log Book, containing 500 ruled pages, strongly bound in Calf. Post Quarto.	12	0
	Do. do., half-bound	7	6
M19	Return of Attendance, by Head Teacher ... per 50	2	0
M20	Return of the Names of the Children removed from the Register per 50	2	0

SHAW & SONS, Stationers and Lithographers,

CERTIFICATES UNDER REVISED REGULATIONS

Dated 21st March, 1901.

Form		s.	d.
123	Requisition to Registrar for Certificate of Birth ... <i>per 100</i>	4	0
123a	Statutory Declaration by Parent ... <i>in books of 50</i>	2	6
146a	Labour Certificate, No. 1 "	4	6
146a*	Labour Certificate, No. 1a (for Total Exemption after 13 years of age) <i>in books of 50</i>	4	6
146b	Labour Certificate, No. 2 (for Partial Exemption only) ..	4	6
146c	Labour Certificate, No. 3 (Agriculture) "	4	6
144a	Certificate of Age (Children over 13) "	3	0
144b	Certificate of Proficiency (Children over 13) "	3	0
144c	Certificate of School Attendance (Section 5) "	2	6
28a	Register of Certificates granted for Total or Partial Exemption from School Attendance <i>1 quire</i>	7	6

SCHOOL BYELAWS.

No.

2BL	Model Byelaws, approved by the Board of Education, printed on foolscap paper with wide margins <i>per doz.</i>	3	0
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MEDICAL INSPECTION OF SCHOOL CHILDREN.

Register of Medical Inspection, in conformity with the Circular of the Board of Education, containing a few additional particulars (printed in Italics) considered desirable in practice, providing for Four Examinations for each Child, with Memoranda as to keeping the Register printed under the front cover. This Register is printed on durable azure laid paper and is strongly bound in half-basil 100 Children

Do.	do.	...	200	"	6	6
Do.	do.	...	300	"	8	0
Copies of Entries from the above Register for use in case of the Transfer of a Child from one School to another <i>in books of 100</i>						4 6

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						s.	d.
Cards for Recording Medical Inspections, as suggested by the Board of Education, size 8 in. by 5 in. per 100						2	0
Do.	do.	250	4 6
Do.	do.	500	8 6
Do.	do., with a few additional particulars (printed in Italics) considered desirable in practice, printed on White Card, size 10 in. by 6 in.					100	2 9
Do.	do.	250	5 6
Do.	do.	500	10 6

Special Quotations for Quantities.

Supplementary Cards for use in Exceptional Cases, printed on Coloured Card, size 8 in. by 5 in. per 100						2	0
Do.	do.	250	4 6
Do.	do.	500	8 6
Do.	do., size 10 in. by 6 in.					100	2 9
Do	do.	250	5 6
Do.	do.	500	10 6
Notice of Inspection of Child, giving time and place where such Inspection will take place in books of 100						1	0

SCHOOL ATTENDANCE.

No.						
25	Appointment of Officer to enforce School Attendance...	per quire	3	0		
278	Attendance Officer's Note Book, for use whilst Visiting	...	3	0		
279	Attendance Officer's Report Book	...	8	0		
285	Census Register, for taking Census of Children, half-bound, 2,000 entries		7	6		
285a	Census Note Book, for use when taking Census	...	3	0		
28	List of Scholars totally or partially exempt from attendance at School	per quire	3	0		
29	Warning to Parents under sect. 11 of the Education Act, 1876	...	3	0		

SHAW & SONS, Printers and Publishers,

No.		s.	d.
30	Warning and Notice to Parent as to non-attendance of Children at School <i>in books</i>	4	6
A	Notice A , to cause Child to attend School within 7 days <i>per book</i>	2	6
B	Notice B , to Parent of Breach of Byelaws and to show cause why he should not be summoned <i>per book</i>	2	6
32	Direction to Officer to take proceedings for non-attendance <i>per quire</i>	3	0
33	Register of Proceedings <i>1 quire</i>	9	0

MAGISTERIAL PROCEEDINGS.

1	Information for employing Child in contravention of Act. Sects. 5 and 6 <i>per quire</i>	3	0
2	Summons "	3	0
3	Conviction for taking Child into employment... .. "	3	0
5	Information for neglecting to provide efficient Elementary Instruction, or for Child found habitually wandering, &c. Sect. 11 <i>per quire</i>	3	0
6	Summons "	3	0
7	Attendance Order , 39 & 40 Vict. c. 79, s. 11. "	3	0
8	Information for non-compliance with Attendance Order. Sect. 12 <i>per quire</i>	3	0
9	Summons "	3	0
10	Conviction inflicting Penalty "	3	0
10a	Warrant of Distress on non-payment of Penalty for non-compliance with Attendance Order. Sect. 11 <i>per quire</i>	3	0
11	Warrant of Commitment where no goods whereon to levy distress, or in default of sufficient distress, on Conviction <i>per quire</i>	3	0
13	Order for sending Child to Certified [day] Industrial School upon first non-compliance with Attendance Order. Sect. 12 <i>per quire</i>	3	0
14	Order for sending Child to Certified [day] Industrial School upon second or subsequent non-compliance with Attendance Order. Sect. 12 (2) <i>per quire</i>	3	0

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BREACH OF BYELAWS.

33 & 34 Vict. c. 75, s. 74; 36 & 37 Vict. c. 86, s. 24; and 2 Edw. 7, c. 42.

No.			s.	d.
17	Information upon non-compliance with Byelaws	... per quire	3	0
17a	Summons „	3	0
17b	Conviction and Fine, with Order to attend „	3	0
18b	Warrant of Distress for Costs of Order... „	3	0
18bb	Warrant of Distress for Fine in default of compliance with Order „	3	0
		per quire	3	0
19b	Commitment in default of Distress „	3	0

ELEMENTARY EDUCATION ACT, 1876

(39 & 40 Vict. c. 79).

255	Certificate of Attendance (s. 5) per book	3	0
259	Infraction of Education Act of 1870, Report of Local Authority of (s. 7) per quire	3	0
260	Prohibitions of Act, Notice exempting Children above 8 years of age from, for the necessary operations of husbandry, &c. (s. 9) per quire	3	0
265a	Notice to Employer of Illegal Employment in book	4	0
267	Warning to Parent neglecting to provide Elementary Education for his Child (s. 11) per quire	3	0
269	Request of Local Authority to the Managers of Certified Industrial School to receive Child, with agreement of Parent to pay towards its Industrial Training (s. 16) per quire	3	0
272	Requisition to Registrar as to the Age of Child (s. 25)	per 100	4	0
273	Return of Births from Registrar to Local Authority (s. 26)	per quire	4	0
274	Do. of Deaths „	4	0
	Portfolios for keeping Returns „	4	0
276	Legal Proceedings, Direction to Officer to take, for non-attendance, &c. per quire	3	0
284	Notice convening Meeting, with Agenda „	1	6

SHAW & SONS, Stationers and Lithographers,

EVENING CONTINUATION SCHOOLS

Under the Regulations of the Education Department.

No.					s.	d.
A	Class Register of Attendances	4 sheets, paper cover	1	0
	Do.	do.	...	6 „ ¼-bound	2	0

(A separate Register must be kept for each Attendance.)

B & C	Admission Register, with Index	1 quire, half-bound	6	0
D	School Cash Book	„ „	7	0
E	Treasurer's Account	„ „	7	0
F	Abstract Book	„ „	7	0

RETURN OF INCOME AND EXPENDITURE.

*Prepared in accordance with the Circular of the Board of Education, dated
December 24th, 1901.*

168d	Return of Income and Expenditure for Day Schools and Classes				<i>per doz.</i>	1	0
168e	Do.	do.	for Evening Schools and Classes, with				
	Schedule <i>per doz.</i>	1	0

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STATIONERY.

Endowed Schools.

Messrs. SHAW & SONS direct the attention of Clerks and Governors of Endowed Schools (particularly those for which Schemes have been made by the Charity Commissioners) to the under-mentioned Books, which have been specially prepared to meet their requirements.

No.		s.	d.
1	Minute Book , Special Form, with Index, supplemented by a tabular form to contain a List of the Past and Present Governors, with Dates of Appointment, &c.; also supplying Form of Declaration by Governors and Head Master on entering office. Foolscap . Hand-made paper, bound in <i>rough calf</i> 5 quires	25	0
	Do. do., in <i>whole basil</i> , for smaller Schools 3 „	18	0
	Do. do., on machine-made paper, for rough minutes, <i>half-bound</i> 3 quires	10	6
2	Register of Applications for Admission to School , indexed, and specially ruled to contain every particular required by Scheme. Foolscap . <i>Half-bound, cloth sides</i> 3 quires	15	0
3	Fees Book , ruled to include in a tabular form the amounts due from Scholars, under various headings, date of receipt, &c. Foolscap . <i>Half-bound</i> 3 quires	15	0
4	Fees Receipt Book , with counterfoil in books of 250 each	7	6
5	Receiver's Account Book , carefully ruled to meet all necessary requirements, and supplemented by a form for containing complete Schedule of Property. Super Royal 4to . <i>Half-bound</i> 2 quires	12	6
6	Cash Book , specially ruled to reduce the number of separate Ledger Accounts. Foolscap . <i>Half-bound</i> 2 quires	10	0
7	Ledger . Demy . Hand-made paper, <i>rough calf</i> ... 5 „	32	6
	Do. Foolscap . <i>Rough calf</i> 5 „	25	0
	Treasurer's Book , 8vo size 1 quire	5	0

NOTE.—For List of Stationery see Catalogue at end.

SHAW & SONS, Printers and Publishers,

Industrial Schools

(29 & 30 Vict. c. 118).

No.				s.	d.
A	Return of Children ordered to be detained	per quire	3	0
B	Incidental Return for the Month	"	3	0
C	Quarterly Return of Children under Order of Detention	"	3	0
D	Quarterly Maintenance Account	"	3	0
E	School Register	books	16	0
F	Admission and Discharge Book	"	10	0
G	Medical Officer's Report Book	"	10	0
H	Punishment Report Book	"	10	0
I	License to Reside out of School	in books of 50	1	6
	Do. do.	" 100	3	0
K	Renewal of do.	" 50	1	6
L	Revocation of do.	" 50	1	6
M	Transfer or Discharge, Form of application for	per quire	3	0
N	Quarterly Return of Boys and Girls on license	"	3	0
I 2	Application on behalf of Manager for Order, with consent of child and certificate, under 57 & 58 Vict. c. 33	per quire	3	0
I 1	Application to Secretary of State for the Discharge of a Child from a certified Industrial School, with Particulars, Certificate of Character and Fitness, Consent of Child and Parent	per quire	3	0

MAGISTERIAL.

A	Order sending Child to Industrial School	per quire	3	0
C	Complaint for enforcing Contribution from Parent	"	3	0
D	Summons to Parent, &c.	"	3	0
E	Order on Parent, &c., to contribute a Weekly Sum	"	3	0
F	Distress Warrant for Amount in arrear	"	3	0
G	Commitment in default of Distress	"	3	0
	Request to Police to make inquiries respecting Weekly Earnings of Parents, with counterpart	in books of 50	3	6

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STATIONERY.

Reformatory Schools.

No.						s.	d.
A	Committed, Return of Juvenile Offenders	<i>per quire</i>	3	0
B	Incidental Return for the Month	"	3	0
C	Quarterly Return of Juvenile Offenders under Order of Detention				<i>per quire</i>	3	0
D	Quarterly Maintenance Account	"	3	0
E	School Register	<i>books</i>	16	0
F	Admission and Discharge Book	"	10	0
G	Medical Officer's Report Book	"	10	0
H	Punishment Report Book	"	10	0
I	License to Reside out of School	<i>in books of 50</i>	1	6
	Do. do.	" 100	3	0
K	Renewal of do.	" 50	1	6
L	Revocation of do.	" 50	1	6
M	Transfer or Discharge, Form of Application for	<i>per quire</i>	3	0
N	Quarterly Return of Boys and Girls on License	"	3	0
R 1	Application to the Secretary of State for the Discharge of a Young Person from a Certified Reformatory School, with Particulars and Certificate of Conduct and Fitness, Consent of Young Person and Parent	<i>per quire</i>	3	0
R 2	Application to the Secretary of State for the Discharge of an Inmate over 16 years of age, with Particulars of and Declaration by Young Person	<i>per quire</i>	3	0

MAGISTERIAL.

A	Conviction	<i>per quire</i>	3	0
B	Order of Detention indorsed with (C) Nomination of Schools	"	3	0
D	Complaint for enforcing Contribution from Parent	"	3	0
E	Summons	"	3	0
F	Order on Parent &c., to contribute a Weekly Sum	"	3	0
G	Distress Warrant for Amount in arrear	"	3	0
H	Commitment in default of Distress	<i>per quire</i>	3	0
O	Detailed Statement, Quarterly, of Expenses incurred in the Conveyance of Juvenile Offenders to Reformatory Schools	<i>per quire</i>	3	0
P	Summary of Claims, Quarterly, for Repayment of Expenses incurred for the Conveyance of Youthful Offenders to Reformatory Schools	<i>per quire</i>	3	0
	Request to Police to make inquiries respecting Weekly Earnings of Parents, with counterpart	<i>in books of 50</i>	3	6

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Books and Forms

REQUIRED UNDER THE

LUNACY ACTS

AND

RULES OF THE COMMISSIONERS
IN LUNACY.

Contents.

	PAGE		PAGE
The Idiots Act, 1886.....	215	Rules of the Commissioners in Lunacy, dated 26th June, 1895, and 31st October, 1906	211-215
Lunacy Act, 1890.....	210 & 211		

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Lunacy Act, 1890

(53 Vict. c. 5).

Price 3s. per quire.

No.

- 1 & 2 **Petition** for an Order for Reception of a Private Patient, with Statement of Particulars annexed.
- 3 **Order** for Reception of a Private Patient to be made by a Judge of County Courts, Stipendiary Magistrate, or Justice appointed under the Lunacy Act, 1890.
- 3a **Statement** of Reasons for Dismissal of Reception Order.
- 4 **Urgency Order** for the Reception of a Private Patient, with (2) Statement of Particulars, and (8 & 9) Certificate of Medical Practitioner, and Statement accompanying Urgency Order.
- 5 **Certificate** as to Personal Interview after Reception.
- 6 **Notice** of Right to Personal Interview.
- 7 **Notice** of Desire to have a Personal Interview.
- 8 **Certificate** of Medical Practitioner.
- 10 **Certificate** as to Pauper Lunatic in a Workhouse.
- 11 **Order** for Detention of Lunatic in Workhouse, with Statement of Particulars.
- 11* **Order** of Removal by Two Visitors of Pauper Lunatic from a Licensed House, Hospital, or Asylum to the County Asylum.
- 12 **Order** for Reception of a Pauper Lunatic, or Lunatic Wandering at Large, with Statement of Particulars and Certificate annexed.
- 14 **Consent of Commissioners** in Lunacy to the Admission of a Boarder.
- 15 **Order** for Reception of a Lunatic not under proper Care and Control, or Cruelly Treated or Neglected, to be made by a Justice appointed under the Lunacy Act, 1890, with Statement of Particulars.
- 16 **Certificate** of Disability of Person entitled to Payments from a Public Department.
- 17 **Medical Certificate** of ditto.
- 19 **Form of License** by Justices for a House not previously Licensed.
- 20 **License by Commissioners** or Justices for a House previously Licensed.
- 23 **Certificate** of Medical Officer of Asylum that a Pauper Lunatic Discharged from Asylum not Recovered, is a proper person to be kept in Workhouse (s. 25).

SHAW & SONS, Stationers and Lithographers,

No.		s.	d.
24	Notice of Appointment for consideration of a Petition for an Order for Reception of a Private Lunatic (s. 6).		
25	Certificate of Medical Officer of Workhouse as to Lunatic Discharged from Asylum (s. 25).		
26	Relieving Officer's Requisition to Master of Workhouse to receive Lunatic until he can be taken before a Justice (s. 20).		
27	Justices' Order to take Lunatic to Workhouse in case where Summary Reception Order might be made (s. 21).		
27a*	Half-Yearly Statement of the Mental and Bodily Condition of Pauper Lunatics in the Asylum.		
28	Notice of Engagement of Attendant.		
28*	Notice of Attendant having been Dismissed, Left, or Died.		
30	Application for Transfer.		
31	Medical Officer's Certificate that Patient is Dangerous and Unfit to be at Large.		
32	Order for Removal of Lunatic becoming Pauper in Hospital.		
35	Notice of Reception of a Boarder.		
36	Notice of Result of Examination on Admission.		
37	Notice of Admission of Alien Lunatic		
	Notice <i>re</i> Patients' Letters <i>per dozen</i>	1	0
	Patients' Book <i>2 quires</i>	8	6
	Financial Statements. Form A for use in cases where Asylums belong wholly to one County Council <i>per dozen</i>	12	0
	Do. do. Form B for use in cases where Asylums belong to more than one Council <i>per dozen</i>	12	0
	Superannuation Order Form (s. 281 (1)) <i>per quire</i>	3	0
	Do. Certificate do. "	3	0

RULES.

Made by the Commissioners in Lunacy with the approval of the Lord Chancellor, dated 26th June, 1895, and 31st October, 1906.

A	Visitors' Book , bound <i>half-white vellum</i> . Foolscap <i>2 quires</i>	10	0
1a	Civil Register of Patients in the prescribed form, carefully spaced, bound in <i>half-white vellum</i> <i>1 quire</i>	9	0
	Do. do. <i>2 quires</i>	12	0
	Do. do. 3 "	15	0

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BOOKS AND
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No.						s.	d.
1b	Medical Register of Patients , divided into two portions, divided by a vellum tab. (a) Direct admissions. (b) Cases admitted under an order of transfer. Bound in half-white vellum						1 quire 9 0
	Do.	do.	2 quires	12 0
	Do.	do.	3 "	15 0

This Register can be lettered for Male or Female as required.

1b*	Medical Register of Patients , divided into two portions by vellum tab for Male and Female Cases, and subdivided for direct admissions and for cases admitted under an Order of Transfer (<i>suitable for smaller Institutions</i>)						2 quires 12 6
	Do.	do.	3 "	16 0
	Do.	do.	4 "	21 0
2a	Register of Discharges and Transfers , properly arranged and spaced, bound in half-white vellum...						1 quire 9 0
	Do.	do.	2 quires	12 0
	Do.	do.	3 "	15 0
2b	Register of Deaths , bound in half-white vellum						1 quire 9 0
	Do.	do.	2 quires	12 0
	Do.	do.	3 "	15 0

By Paragraph 4 of Rule 1 of the New Rules: "In every institution for Lunatics into which Private and Pauper Patients are admitted the Registers and Medical Journals for each Class of Patients may be kept in separate books or parts of books."

R 3	Medical Journal to be kept at Asylums, Hospitals, and Licensed Houses, bound half-white vellum						books of 2 quires 12 0
	Do.	do.	3 "	15 0
R 3a	Register of Cases of Diarrhoea and Dysentery (Colitis)						1 quire 8 0
	Do.	do.	2 quires	12 0
	Do.	do.	3 "	15 0
R3a*	Loose Forms for sending copies to the Lunacy Commissioners annually						per quire 4 0
R 4	Medical Journal for single Patients, quarter-bound, marble sides, 12 leaves						2 6

See Note to No. 1.

SHAW & SONS, Printers and Publishers,

No.		s.	d.
R 5	Register of Mechanical Restraint , bound <i>half-white vellum</i> , books of 1 quire	8	0
Do.	do. „ 2 quires	12	0
Do.	do. „ 3 „	15	0
Do.	do. for Single Patients ... „ $\frac{1}{4}$ quire	2	6
R 5a	Do. do. Loose Sheets for sending copies of entries to Commissioners every quarter (See Rule 18) ... per quire	4	0
R 5b	Order and Instructions for Mechanical Restraint per book of 50 leaves	2	6
Do.	do. „ 200 „	6	6
R 6	Register of Voluntary Boarders , bound <i>half-white vellum</i> , books of 2 quires	12	0
R 6a	Patients' Book to be kept in every Asylum receiving Private Patients, Hospital, and Licensed House 1 quire	7	6
Do.	do. 2 quires	10	0
R 6*	Case Book for Voluntary Boarders for Treatment	8	6
E	Medical Case Book. Foolscap. <i>Half-white vellum</i> books of 2 quires	8	6
R 7	Post Mortem Book , <i>half-white vellum</i> books of 1 quire each	10	0
R 7a	Do. do. Loose Sheets for sending copies of entries to the Commissioners under Rule 15 per quire	3	0
R 8	Notice of Admission , Pauper or Criminal Patient, with Medical Statement subjoined, and Copy of Order and Certificate annexed per quire	3	0
R 8b	Do. do., Lunatic not under proper Care and Control, or Cruelly Treated or Neglected per quire	4	0
R 9	Do. do. (Private Patient). Printed by itself, with fly leaf per quire	3	0
R 9a	Do. do. (Private Patient), with Copy of the Order and Medical Certificates, and of the Petition and Statement of Particulars per quire	5	0
R 9c	Notice of Admission , with Copy of URGENCY ORDER and Medical Certificates per quire	5	0
R 10	Medical Statement „	3	0
R 11	Notice of Admission of Boarder „	3	0

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STATIONERY.

No.		s.	d.
R 12	Notice of Transfer from the Criminal to the Pauper Class <i>per quire</i>	3	0
R 13	Report as to Private Patient to be sent at the expiration of one month after reception, 500 with Name of Asylum, &c., 18s.		
	<i>per quire</i>	3	0
R 14	Notice of Removal, 500 with Name of Asylum, &c., 18s.	3	0
R 15	Do. of Discharge do. do. 18s.	3	0
R 16	Do. of Escape do. do. 18s.	3	0
R 17	Do. of Re-capture do. do. 18s.	3	0
R 18	Do. of Transfer from Private to Pauper Class or <i>vice versa</i>	3	0
R 19	Special Reports and Certificates as to Patients admitted under Order dated three months or more prior to May 1st, 1890 (Lunacy Act, 1890, s. 38; Lunacy Act, 1891, s. 7) ... <i>per quire</i>	3	0
R 20	Special Report and Certificate, Private or Pauper Patients (Lunacy Act, 1890, s. 38; Lunacy Act, 1891, s. 7) ... <i>per quire</i>	3	0
R 21	Notice of Death, 500 with Name of Asylum, &c., 18s., with Statement respecting Patient ... <i>per quire</i>	3	0
R 22	Half-Yearly List of Pauper Patients in Asylum ...	4	0
R 23	Do. of Private and Criminal Patients in Asylum ...	4	0
R 24	Quarterly List of Pauper Lunatics not in an Institution for Lunatics to be made by Poor Law Medical Officers <i>per quire</i>	3	0
R 24a	Do. do. Foolscap form ...	3	0
R 24*	Request from Clerk to Guardians to Medical Officer of Health to make Quarterly Return within 7 days, with form of "Nil Return" (R 25), and Quarterly List of Lunatic Paupers (R 24) attached ... <i>per quire</i>	3	0
R 25	Quarterly Return where there are no such Lunatics	3	0
R 26	Annual Return of all Lunatics chargeable to be made by Clerks to Boards of Guardians ... <i>per quire</i>	4	0
R 26a	Do. do. Ruled with Red Lines ...	5	0
R 27a*	(Rule 31) Half-Yearly Statement of the Mental and Bodily Condition of every Pauper Lunatic in Asylum to be sent to Guardians ... <i>per quire</i>	3	0
R 28a	(Rule 28) Notice of Change in Medical Staff ..	3	0

No.						s.	d.
R 28	Notice of Appointment.	Medical Staff	per quire	3	0
R 28b	Notice of Leaving.	Medical Staff	"	3	0

NOTE.—The letter *R* is placed before the number of the above forms to distinguish them from those given in the *Lunacy Act*.

For Justices' Forms see separate Catalogue.

THE IDIOTS ACT, 1886

(49 & 50 Vict. c. 25).

No.						s.	d.
1	Form of Medical Certificate (s. 5), with statements to accompany						
	Medical Certificate	per quire of 24	2	0
2	Form of Certificate of Reception	" "	2	0
3	Notice of Discharge (s. 10.)	" "	2	0
4	Do. of Death (s. 10)	" "	2	0
5	Medical Journal (s. 13) 1 quire, half-bound, 14s.	3 quires	27	6
	Register of Admissions, 2 quires, 12s.	3 "	15	0
	Do. of Discharges, 2 quires, 12s.	3 "	15	0

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STATIONERY.

It is hereby enacted that the following provisions shall have effect in relation to the management of the property of persons suffering from mental deficiency.

Section 1. In this Act the expression "idiot" shall mean a person who is incapable of managing his property.

Section 2. The Court of Chancery shall have jurisdiction to appoint a guardian of the property of any person who is an idiot.

Section 3. The Court of Chancery may appoint a guardian of the property of an idiot for such period as it may think fit.

Section 4. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 5. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

THE IDIOTS ACT, 1886

Section 6. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 7. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 8. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 9. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 10. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

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Section 31. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 32. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 33. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 34. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Section 35. The guardian of the property of an idiot shall be appointed from among the persons named in the following list.

Books and Forms

REQUIRED BY

FRIENDLY SOCIETIES, SAVINGS BANKS,

AND

BENEFIT BUILDING SOCIETIES.

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Benefit Building Societies.....	223	Savings Banks	220-222

FRIENDLY &
BUILDING
SOCIETIES.

COMPANIES.

CHURCH
BOOKS AND
TITHES.

ELECTIONS.

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STATIONERY.

Friendly Societies.

ACCOUNT BOOKS.

By Mr. H. TOMPKINS, Associate of Actuaries.

No.		s.	d.
1	Cash Steward's Account Book	5	0
2	Check Steward's Account Book	5	0
3	Treasurer's Cash Book	5	0
4	Do. Receipts in book of 200	2	0
5	Ledger 5 quires, with Index, sufficient for 240 names	18	0
6	Register of Members	5	0
8	Cases of Sickness, Secretary's Record of, &c....	6	6
39	Bond required as Security from the Treasurer or other Officer, each	0	4

Settled by R. C. NORMAN, Esq., examined by G. DAVIES, Esq., F.R.S.

2*	Premium Journal	14	0
3*	Allowance Book	10	0
4*	Do. Journal	14	0
5*	Cash Book	7	0
6*	Treasurer's Ledger	8	0
7*	Annual Account Book	8	0
8*	Member's Ledger	15	0
8a	Minute Book	15	0
10	Proposal from a person to become a Member... .. per 100	4	0
11	Declaration of Enrolments in books per 250	6	6
12	Demand for full pay per 100	1	6
13	Do. for half pay „	1	6
15	Certificate of Admission of Members „	16	0
16	Sick Members, Lists for entering the names of „	3	6
17	Members' Cards of Deposits and Repayments per dozen	2	0
20	Medical Certificate of Health per 250	5	6
24	Health Certificate for the Benefit Branch per 100	1	6
26	Agreement on entering the Medical Branch „	3	0

SHAW & SONS, Printers and Publishers,

No.		s.	d.
31	Deposit Books , pasted Covers, ruled sufficient to hold the entries of 8 years <i>per</i> 250	50	0
33	Sick Allowance , Demand for <i>per</i> 100	4	0
38	Register Book of Sickness and Mortality, bound in <i>rough calf</i> and lettered on the side	15	0
39	Bonds for Treasurer, Secretary, or Trustee <i>each</i>	0	4
41	Declaration of a Friendly Society on Investing Money in a Savings Bank <i>in books, each</i>	9	6
44	Weekly Contribution Book	7	0
45	Sick Pay Book	7	0

THE LAW OF FRIENDLY SOCIETIES, and Industrial and Provident Societies;
with the Acts, observations thereon, Forms of Rules, &c., Reports of
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Esq., F.S.A., of Lincoln's Inn, Barrister-at-Law; Chief Registrar of
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No.		s.	d.
50	Form L.— Notice of Resolution appointing Trustees .. <i>each</i>	0	1
51	Form C.— Application and Declaration upon making Alterations and Amendments in Friendly Society Rules <i>each</i>	0	1
52	Nomination to receive Burial Money <i>in books of 250</i>	4	0
	Form No. 4.— Certificates of Births <i>in books of 50</i>	2	6

*Friendly Society Rules: Estimates for the Printing of any Quantity forwarded on
application to the Publishers.*

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Savings Banks.

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CLASS 1.

No.		s.	d.
A	Declaration Book to be signed by a Depositor, sufficient for 300 names, 9s. 6d. and for 600	15	0
AA	Do. do. by Trustee, 600 names	15	0
	Do. do. do. 300 „	9	6
B	Depositor's Book <i>per 300 books</i>	45	0
	Do. „ 600 „	84	0
C	Manager's Receipt Book , sufficient for 300 names	13	6
D	Manager's Check Book „ „	13	6
E	Ledger „ „	18	0
F	Treasurer's Receipt Book „ „	7	0

CLASS 2.

G	Depositor's Notice and Receipt Book for Repayments, sufficient for 300 names	18	0
H	Manager's Repayment Book „	13	6
I	Depositor's Repayment Ledger „	18	0
K	Surplus Ledger „	18	0

CLASS 3

L	Minute Book	9	6
M	Interest , Book for extracting	13	6
N	Guard Book	9	0
O	Certificate for enabling Deposits to be withdrawn ... <i>per quire</i>	3	0
V	Transfer of Deposits to Post Office Savings Bank ... <i>per 100</i>	3	0
P	Money , Authority to receive <i>per quire</i>	3	0
Q	Do. Order of Trustees to pay „	3	0
R	Declaration Book of a Friendly Society for investing Money in Savings Bank, 150 names, <i>half-bound</i>	9	6
	Do. do. 300 do.	15	0
R*	Do. do. Charitable Institution, 150 names	9	6
	Do. do. do. 300 „	15	0

SHAW & SONS, Stationers and Lithographers,

No.							s.	d.
S	Pay Notes	per quire	2	6
U	Depositor's Balance Books	13	6

SAVINGS BANK ACT, 1880.

Settled by W. G. TURPIN, Esq., A.I.A.

1	Stock Register, 13 in. by 16½ in., hand made paper, <i>half-bound</i> , extra	1 quire	16	0
	Do. do.	2 quires	21	0
2	Stock Journal, <i>half-bound</i> , extra	1 quire	13	0
	Do. do.	2 quires	18	0
3	Purchase of Stock, Register of Requests, <i>half-bound</i> , extra	1 quire	10	0
	Do. do.	2 quires	14	0
4	Sale of Stock, do.	1 quire	10	0
	Do. do.	2 quires	14	0
5	Investing Money, Form for, with Commissioners for the Reduction of the National Debt on account of Savings Banks, to be forwarded to the Agents in London for presentation at the National Debt Office	per quire	3	0

INTEREST TABLES, showing the Interest at the New Rates, viz., £2 10s., £2 12s. 1d., £2 14s. 2d., and £2 15s., also Dividends on Small Sums invested in the various Government Stocks, facilitating the Division of the amount of Interest which is received from Government in Gross. Price 5s. net.

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SAVINGS BANK ACT, 1887.

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6	Application for Transfer by Depositor of Deposits standing in his Name to the Name of another Depositor	per 100	6	0
7	Nomination to receive Money due at decease of Depositor ..		6	6
	Register of Nomination by Depositor that another is to receive his Deposit at his Decease		7	6

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(46 & 47 Vict. c. 47).

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No.							s.	d.
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	Do.	„ 100	4	6
2	Revocation of Nomination	„ 50	2	6
	Do. do.	„ 100	4	6
3	Variation of Nomination	„ 50	2	6
	Do. do.	„ 100	4	6
4	Register of Nominations	1 quire	7	6
	Do. do.	2 quires	10	0

SHAW & SONS, Printers and Publishers,

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No.						s.	d.
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2	Directors' Minute Book.	Foolscap	4 "	10 0
3	Index Journal, with two forms of heading.	Foolscap	6 "	22 0
4	Subscription Journal.	Foolscap	4 "	15 0
5	Profit Journal.	Foolscap	3 "	13 0
6	Register of Property.	Foolscap	2 "	10 0
7	Applications for Advance of Funds.	Foolscap	2 "	10 0
8	General Ledger, with two forms of heading.	Foolscap	5 "	18 6
9	Register of Members and Shares, with two forms of heading.						
	Superior writing Demy	2 quires	15 0
10	Depositors' Ledger.	Hand-made Demy	5 "	24 0
11	Loan Book.	Foolscap	3 "	13 0
12	Treasurer's or Directors' Receipt Book.	Foolscap	2 "	10 0
13	Certificates of Shares, with counterpart	in books of 200	7	6
14	Shareholders' Original Pass Books, cloth covers	per 100	32	0
15	Transfer of Shares	in books of 50	5	0
16	Secretary's Receipt Book.	Foolscap	3 quires	13 0

Note Paper, headed with name of Society.

Envelopes stamped with name of Society in colour or white.

Copying Press, *see* Stationery List at end.

Copying Letter Books, *see* Stationery List at end.

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100 Do. ...	2	15	0	400 Do. ...	5	16	0
200 Do. ...	3	16	0	500 Do. ...	6	12	0

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Forms under the Companies Acts, 1862 TO 1907.

No.		Each.		Per doz.	
		s.	d.	s.	d.
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2	Do. do. Guarantee	0	2	1	9
4	Notice of Situation of Registered Office	0	2	1	9
5	Do. Change of Situation of Registered Office...	0	2	1	9
6a	Annual Return of Capital, Balance Sheet, List of Directors, and List of Members (Form E.), including followers ...	0	3	2	9
8a	List of Members (Continuation Sheets for Form E.) ...	0	1	1	0
10	Notice of Increase of Capital	0	2	1	9
23	Declaration verifying Documents	0	3	2	9
25	Statement of Nominal Capital	0	2	1	9
26	Do. do. Increase of Capital	0	2	1	9
39a	Notice of Appointment of Liquidator	0	2	1	9

SHAW & SONS, Stationers and Lithographers,

No.		Each.		Per doz.	
		s.	d.	s.	d.
41	Declaration of Compliance with the Companies Acts in respect of matters precedent and incidental to Registration	0	2	1	9
42	Notification of Consent to act as Director	0	2	1	9
42a	Contract by Directors to take and pay for Qualification Shares	0	2	1	9
43	List of Persons who have consented to act as Directors ...	0	2	1	9
44a	Declaration of Compliance with the Provisions of the Companies Acts, 1900-1907, for Companies filing Statement in lieu of Prospectus... ..	0	2	1	9
45	Return of Allotments. Front Sheets... ..	0	2	1	9
45a	Do. do. Continuation Sheets	0	1	1	0
47	Return of Particulars as to Mortgages	0	2	1	9
47a	Do. do. a Series of Debentures	0	2	1	9
48	Do. do. Debentures where more than one issue is made in the same series	0	2	1	9
49	Memorandum of Satisfaction of Mortgage or Charge ...	0	2	1	9
52	Return of Particulars prescribed under Section 6 (1) of the Companies Act, 1907	0	2	1	9
53	Notice of Appointment of a Receiver or Manager	0	2	1	9
54	Statement of Total Amount outstanding on the 1st July, 1908, of Debts secured by Mortgages or Charges created before the 1st July, 1908, except those already required to be registered under Section 14 of the Companies Act, 1900	0	2	1	9
55	Statement in lieu of Prospectus	0	3	2	9
57	Receiver or Manager's Abstract of Receipts and Payments	0	2	1	9
57a	Notice to be given by a Receiver or Manager on ceasing to act as such	0	2	1	9
58	Statement by a Private Company	0	2	1	9

COMPANIES INCORPORATED OUTSIDE THE UNITED KINGDOM.

1f	List of Documents presented for filing	0	2	1	9
2f	Do. Directors	0	2	1	9
3f	Do. Persons authorised to accept Service... ..	0	2	1	9
4f	Notice of Alterations in the Charter, Statutes, Memo. or Articles of Association, &c.... ..	0	2	1	9
5f	Notice of Alteration in the List of Directors	0	2	1	9
6f	Do. Alteration in the Names and Addresses of persons authorised to accept Service	0	2	1	9
7f	Statement of Affairs	0	2	1	9

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STATIONERY.

GENERAL AND MISCELLANEOUS FORMS.

			Per doz.	Per 100.
			s. d.	s. d.
Application for Shares, with receipt attached	0 9	5 0
Do. Debentures	0 9	5 0
Allotment Letter (Shares), with receipt attached	0 9	5 0
Do. (Debentures)	0 9	5 0
Cheques, printed from plate. Sketches and quotations on application.				
Circulars convening Board Meeting	0 9	5 0
Do. do. General Meeting	0 9	5 0
Do. do. Extraordinary General Meeting	0 9	5 0
Debenture Bonds and Coupons. Blank forms for name of Company to be written in.				

GENERAL FORMS.

Memorandum and Articles of Association, draft form	...	each	3 6
Notice of Call on Shares, with Receipt	0 2
Notice of Dividend	0 2
Do. Instalment on Debentures due	0 1
Do. do. Shares due	0 1
Prospectus	0 6
Proxy Form	...	per doz.	0 9
Do. 100	5 0
Share Certificates. Blank form for name of Company to be written in			
 1 book of 50	5 6
Do. do. 100	10 6
Do. for Preference Shares 50	5 6
Do. do. 100	10 6
Do. neatly Lithographed from plate, with name of the Company lithographed in 1 book of 50	32 6
Do. do. 100	45 0
In case of a large Company, special plates engraved. Sketches and Estimates on application.			
Transfer of Shares (Stock Exchange form) with red seals affixed			
	...	per 50	3 0
Transfer Certificates, printed, perforated, and bound in books			
	...	25 leaves	4 6

REGISTERS AND ACCOUNT BOOKS.

The under-mentioned Books have been carefully revised by Mr. R. PITTMAN, Chartered Accountant, and can be confidently recommended as simple and convenient, as well as inexpensive.

They are mostly foolscap size (13 in. by 8½ in.), and are printed on superior Azure-laid paper and strongly bound in *half red basil*, gold lettering.

Books required under the Companies Acts.

No.				s.	d.
1	Allotment Book.	Foolscap, half-bound	1 quire	10	0
2	Application and Allotment Book.	Medium folio, half-bound	1 „	14	0
2a	Do.	do. Loose sheets	per quire	6	0
2c	Numerical Register of Shares.	Foolscap, half-bound	2 quires	10	6
3	Register of Members and Address Book.	Foolscap, half-bound	1 quire	10	6
3a	Do.	do., with Annual List and Summary for 4 years, bound full grained basil	...	22	6
4	Do. of Shareholders and Share Ledger.	Foolscap, half-bound	2 quires	14	6
	Do.	do. do.	3 „	17	6
	Do.	do. do., full grained basil	4 „	25	0
4a	Register of Preference Shareholders	14	6
4b	Do. Debenture Holders.	Foolscap, half-bound	2 quires	14	6
5	Do. Transfers.	Foolscap	1 quire	10	0
5a	Do. do., larger form.	Medium	...	16	6
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Do. Directors and Managers.

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	Register of Members and Share Ledger.		
	Do. Transfers.		
	Do. Debentures, Mortgages and Bonds.		
	Do. Directors and Managers.		
	Annual List and Summary for five years.		
	Indexed, folioed, and half-bound, for 50 accounts	17	6
	for 100 „	23	6
6d	REGISTER comprising :—		
	Applications and Allotments.		
	Register of Members and Share Ledger.		
	Do. Transfers.		
	Do. Mortgages and Bonds.		
	Do. Directors and Managers.		
	Annual List and Summary for five years.		
	Indexed, folioed, and half-bound, for 50 accounts	17	6
	for 100 „	23	6
6e	REGISTER comprising :—		
	Applications and Allotments.		
	Register of Members and Share Ledger.		
	Do. Transfers.		
	Do. Mortgages and Bonds.		
	Do. Debentures.		
	Do. Directors and Managers.		
	Annual List and Summary for five years.		
	Indexed, folioed, and half-bound, for 50 accounts	21	0
	for 100 „	25	0
7	Register of Mortgages. Foolscap, half-bound ... 3 quires	15	0
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	Do. do. do. ... 5 „	21	0
9a	Directors' Minute Book. Foolscap, full grained red basil 3 „	15	0
9b	Rough Minute Book. Foolscap, half-bound ... 3 „	7	6
10	Agenda Book. Foolscap, half-bound ... 1 quire	6	0
11	Directors' Attendance Book. Foolscap, half-bound ... 1 „	6	0

No.				s.	d.
12	Call Book.	Foolscap, half-bound	... 2 quires	10	0
13	Dividend Book.	Foolscap, half-bound	... 1 quire	10	6
14	Guard Book.	Royal 4to (12 in. by 9½ in.) half-bound	... 200 leaves	7	6
14a	Do.	Medium folio (16½ in. by 11 in.)	... „	12	6
23	Register of Securities.	Foolscap	... 2 quires	12	6
25	Do. of Documents.	Foolscap	... 2 „	12	6

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15b	Sold Ledger	do. do.	... 3 „	12	0
15c	Private Ledger,	hand-made paper, foolscap size, bound in rough caly	3 quires	15	0
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	Do.	do. do.	... 4 „	16	6
	Do.	Ruled only, half-bound	... 1 quire	5	6
17	Petty Cash Book.	Special heading, half-bound	... 2 quires	10	6
18	Journal.	Half-bound	... 3 „	8	0
19	Bills Receivable and Bills Payable.	In one book	2 „	10	0
& 20		Do. do. In separate books	1 quire	6	6
21	Postage Book.	Foolscap quarto, bound white forel	... 2	6	
22	Do.	do. half red basil	... 4	6	

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General Ledger	14 6
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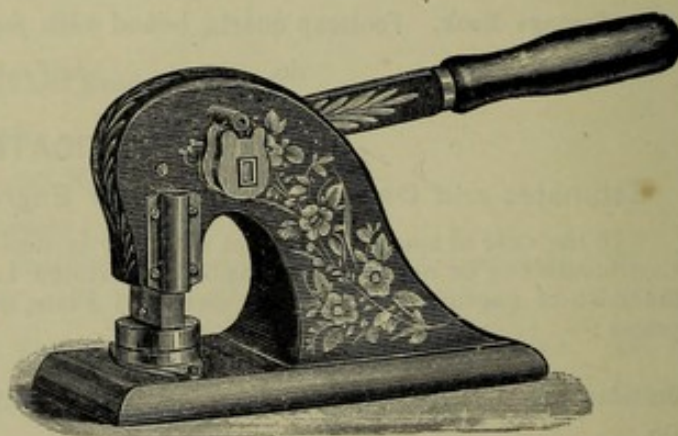
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Apportionment of Tithe Rentcharge...236 & 237		Preachers' Books, Service Registers &c.	235
Certificate Books	235	Tithe Act, 1891	236
Church Registers	234 & 235	Tithe Apportionment Forms	237

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	3	10	0		6	0	0

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	Do. do.					100	4	0
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	Taylor's Tithe Commutation Table , published annually					...	1	0
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	Complete List of Charity Forms, see pp. 239, 240.							

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(54 Vict. c. 8).

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3a	Agent's Receipt „	2 0
4	Landowner's Receipt to Occupier „	2 0
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	Do. do. „ 1500 „	7 0
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7	Do. do., for Hops „ 500 „	3 0

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D	Do. of Summary , with one Rentcharge column „	5 0
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c.	Do. of Summary „	6	0
d.	Do. do. (continuation) „	6	0

TITHE APPORTIONMENT FORMS.

Tithes

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C	Do. do. Inset Sheet, demy size, 10 in. by 15 in. .. „	5	0
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- C **Information** to be furnished to the Board of Agriculture and Fisheries in every case of Enfranchisement under the Copyhold Acts, with Agreement as to compensation between Lord and Tenant, when they agree.
- D **Agreement** between Lord and Tenant that the Board of Agriculture and Fisheries shall determine the compensation for Enfranchisement.
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- F **Appointment** of Valuer by Lord or Tenant.
- G **Notice** of Appointment of Valuer from Lord or Tenant, and calling on the other to appoint his Valuer.
- GI **Declaration** of Valuer.
- H **Appointment** of Umpire by Valuers.
- I **Consent** of Lord to include reserved rights.
- K **Decision** of Valuer or Valuers.
- L **Do.** of Umpire.
- M **Declaration** as to Lord's Title.
- N **Receipt** for Compensation Money.

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"The Compleat Copyholder."—*The Times*, Sept., 1896.

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4	Notice of Situation of Polling Places ... per doz. 1s. 6d.; „	6	0
4a	List of the various places contained in a Polling District, printed to order.		
5	Ballot Boxes (Shaws' improved principle, in extra thick material, to stand wear and rough usage), for price see p. 249).		
5a	Secret Compartments, with Writing Desk complete, so constructed that they may be folded up and packed away for future Elections (see p. 248), each 12s. 6d., 14s., 25s.		
5b	Indelible Pencils for marking the Ballot Papers per doz.	2	0
5c	Stamping Instruments (see p. 250).		
5d	Seal with initial letter for sealing up packets at end of Poll each	1	0
6	Directions for Guidance of Voters (to be fixed up outside polling places) per doz. 1s. 6d.; per 100	6	0
6a	Presiding Officer's Sundries, per set 2s. 6d., 5s. (see p. 249).		
7	Ballot Papers in Books, printed to order, perforated and numbered as the Act directs.		
8	Tendered Ballot Papers (printed on coloured paper), in Books perforated and numbered as the Act directs.		
9	Tendered Votes List per 50	3	0
10	Appointment of Deputy Returning Officer. Counties „	3	0
10a	Do. do. Boroughs „	3	0
11	Do. of Presiding Officer, with Declaration of Secrecy per quire	3	0

Fetter Lane, Fleet Street, London, E.C.

242 *Election Books and Forms—Parliamentary.*

No.			s.	d.
11a	Presiding Officer's Receipt for Ballot Boxes, &c.	<i>in books of 50</i>	2	6
	Do.	do. „ 25	1	6
12	Appointment of Clerk	<i>per 50</i>	3	0
13a	Instructions to Presiding Officer, printed in octavo form with paper cover	<i>per doz.</i>	3	0
14	Declaration of Inability to Read, &c. ...	<i>per 100 5s.; per 1000</i>	30	0
15	List of Votes marked by Presiding Officer	„ 50	3	0
16	Declaration of Secrecy	„ 50	3	0
17	Ballot Paper Account, or Presiding Officer's Statement ..	„ 50	3	0
18	Notice of Time and Place for Counting Votes ...	„ 50	3	0
18a	Counting Sheets, General, specially ruled	<i>per doz.</i>	1	6
18b	Do. do. Totals	„	1	6
19	Books for adding up Votes	<i>each</i>	3	0

Candidates' names printed at top on the shortest notice at a slightly extra charge.

19a	Tickets for Admission to Counting	<i>per doz.</i>	1	0
19b	Report to Clerk of the Crown	<i>per quire</i>	3	0
20	Questions to be put to Voters, on Cards ...	<i>each 3d.; per doz.</i>	2	0
21	The Gospels, to administer Oath to Voters	<i>each</i>	0	6
22	The Pentateuch, to administer Oath to Jews...	„	0	6
25	Declaration of Appointment of Agent, and situation of Office, by Candidate	<i>per 50</i>	3	0
26	Public Notice of Appointment of Agent by Returning Officer ..	„ 50	3	0
27	Declaration of Appointment of Sub-Agents and Offices by Agents ..	<i>per quire</i>	3	0
27a	Public Notice of above by Returning Officer	„ 50	4	0
27b	Appointment of Polling Agent	„ 50	3	0
27c	Notice of Appointment of Agent to attend the Counting of the Votes	<i>per 50</i>	3	0
28	Form of Declaration as to Expenses for Candidate ...	<i>per doz.</i>	1	0
29	Do. do. for Election Agent	„	1	0
30	Result of Poll	<i>per 50</i>	3	0
31	Agents' Order Form, with Counterpart	<i>in books of 50</i>	2	0

SHAW & SONS, Printers and Publishers,

NOTICES.

"The Way In," with Index hand printed at each end	per doz.	s. d. 1 0
"The Way Out" do. do. ..	"	1 0
"Polling Station"	"	1 0
"Apply here for Ballot Papers" (on Cardboard) ...	"	2 0
Placard—Sections 3 and 4 of the Ballot Act, 1872, re Offences at Elections	per quire	4 0
India Rubber Stamp "Rejected"		1 6

N.B.—All Forms at 3s. per 50, 1s. per dozen.

For a Polling Station with 500 Voters, a complete set of Presiding Officer's Sundries, price 5s. per set.

A smaller set of Sundries, omitting the Pentateuch and Gospel, and giving smaller quantities of Stationery, 2s. 6d.

Municipal Elections.

1 Notice of Election	each 3d.; per 100	6 0
2 Nomination Paper	each 1½d.; per quire	2 0
2a Notice to Candidates Nominated	each 1½d.; "	2 0
2b Certificate of Withdrawal	each 1½d.; "	2 0
2c Appointment by Candidate Nominated of Person to object to Nomination	each 1½d.; per quire	2 0
2d Broadside, Guidance and Warning, showing the provisions of the Corrupt and Illegal Practices Prevention Act, 1884	each 3d.; per 100	12 0
2e Notice to Councillor of Election	per quire	2 0
2f Result of Uncontested Election	"	2 0
3 Notice of Poll and Names of Candidates	each 3d.; "	6 0
4 Do. of the Places at which the Poll will be taken, printed to order.		
5 Ballot Boxes (<i>see</i> p. 249).		
5a Secret Compartments (<i>see</i> p. 248).		
5b Indelible Pencils for marking the Ballot Papers	per doz.	2 0
5c Stamping Instruments (<i>see</i> p. 250).		
6 Directions for Guidance of Voters (to be fixed up in voting compartments and outside polling places)	each 3d.; per 100	6 0
7 Ballot Papers in Books, perforated and numbered as the Act directs.		
Presiding Officer's Sundries (<i>see</i> p. 249).		

Fetter Lane, Fleet Street, London, E.C.

No.		s.	d.
8	Tendered Ballot Papers (printed on coloured paper), in Books perforated and numbered as the Act directs.		
9	Tendered Votes List each $1\frac{1}{2}d.$; per quire	2	0
10	Declaration by Candidate as to Expenses ... each $1\frac{1}{2}d.$; „	2	0
11	Appointment of Presiding Officer each $1\frac{1}{2}d.$; „	2	0
12	Do. of Clerks each $1\frac{1}{2}d.$; „	2	0
13a	Instructions to Presiding Officers each $3d.$; per quire	4	0
14	Declaration of Inability to Read, &c. per 100	6	0
15	List of Votes marked by Presiding Officer ... each $1\frac{1}{2}d.$; per quire	2	0
16	Declaration of Secrecy per 100	6	0
17	Ballot Paper Account, or Presiding Officer's Statement each $1\frac{1}{2}d.$; per quire	2	0
18	Notice of Time and Place for Counting Votes each $1\frac{1}{2}d.$; „	2	0
19	Books for adding up Votes each <i>Candidates' names printed at top on the shortest notice at a slightly extra charge.</i>	3	0
19a	Notice of Result of Election, with Names of Candidates Elected, and number of Votes each $1\frac{1}{2}d.$; per quire	2	0
19b	Returning Officer's Report, to accompany 19a each $1\frac{1}{2}d.$; „	2	0
20	Questions and Oaths to be put to Voters, on Cards ... each	0	3
21	The Portion of the New Testament containing the Four Evangelists; to administer Oath to Voters each	0	6
22	The Pentateuch, to administer Oath to Jews „	0	6
23	Canvassing Books each $3d.$; 50 copies, 10s. 6d.; 100	16	6
25	Appointment of Agent... each $1\frac{1}{2}d.$; per quire	2	0
25a	Do. do. at Counting of Votes each $1\frac{1}{2}d.$; „	2	0
26	Declaration of Agent's Name and Address... each $1\frac{1}{2}d.$; „	2	0
	Notices —"The Way In," "The Way Out," "Polling Station," per doz.	1	0
	"Apply here for Ballot Papers," on Cardboard ... each	0	1
	India Rubber Stamp "Rejected"	1	6

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1b	Nomination Paper...	,,	0	1
1c	Do. for Parish with Wards	,,	0	1
2	Certificate by Chairman of Parish Meeting where no Poll	,,	0	1
3	Notice of Abandonment of Poll and Declaration as to Election	,,	0	1
3b	Do. do. of Poll, &c., with accompanying letter to [Clerk to Parish Council] or [Chairman] and Candidates Elected	,,	0	2
4	Notice of Poll for Election of Parish Councillors only	,,	0	2
5	Do. do. and Rural District Councillors for same area	,,	0	2
6	Declaration of Result of Poll	,,	0	1
7	Notice of Result of Poll where declaration of Result is made by Deputy Returning Officer	,,	0	1
7b	Do. do. by Returning Officer	,,	0	1
8	Notice by Clerk to Rural District Council as to Returning Officer, and as to his Office	,,	0	1
9	Appointment of Deputy Returning Officer (with general powers)	,,	0	1
9a	Do. do. (with limited powers)	,,	0	1

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9b	Instructions to Deputy Returning Officer each	0	3
10	Statement showing dealing with Nomination Papers by Chairman, with Instructions „	0	2
11	Do. to be sent to Returning Officer by Chairman when Poll demanded „	0	1
12	Notice to Candidate of Nomination and Poll „	0	1
13	Do. of Withdrawal of Candidature „	0	1
13a	Do. to Candidate of Election „	0	1
13b	Declaration of Acceptance of Office of Parish Councillor half-bound, in books of 1 quire	6	0

FORMS, INSTRUMENTS, &c., REQUIRED IN CONNECTION WITH POLL.

15	Notice to Returning Officer of Name and Address of Agent to attend Counting of Votes each	0	1
16	Ballot Boxes (<i>see</i> p. 249).		
17	Secret Compartments, with Writing Desk complete (<i>see</i> p. 248).		
18	Indelible Pencils for marking the Ballot Papers per dozen	2	0
	Black Lead Pencils „	1	0
19	Stamping Instruments (<i>see</i> p. 250).		
20	Directions for Guidance of Voters each	0	2
21	Broadside as to Corrupt and Illegal Practices „	0	3
22	Presiding Officer's Sundries (<i>see</i> p. 249).		
23	Ballot Papers printed to order.		
24	Tendered Ballot Papers, do.		
25	Tendered Votes List each	0	1
26	Declaration of Secrecy „	0	1
27	Appointment of Presiding Officer, with Declaration of Secrecy „	0	2
28	Do. of Clerks „	0	1
28a	Do. of Counting Assistants „	0	1
29	Instructions to Presiding Officers and Clerks „	0	3
30	Declaration of Inability to Read „	0	1
31	List of Votes marked by Presiding Officer „	0	1

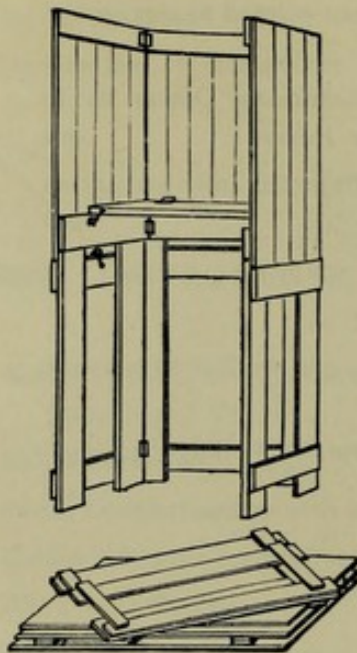
No.		s.	d.
32	Questions, Oaths, and Affirmations to be put to, or made by Voters		
	<i>each</i>	0	2
	New Testament, to Administer Oaths to Voters „	0	6
	The Pentateuch, to Administer Oaths to Jews „	0	6
33	Ballot Paper Account, or Presiding Officer's Statement „	0	1
34	Notice of Time and Place for Counting Votes „	0	1
35	Sheets for Adding up Votes (Shaws' Improved) „	0	2
35 ^a	Do. do. with Candidates' Names printed at top on the shortest notice at an extra charge.		
14	Report of Deputy Returning Officer to Returning Officer as to Votes rejected and Verification of Ballot Papers... <i>each</i>	0	1
36	Statement of Returning Officer as to Votes rejected and verification of Ballot Papers <i>each</i>	0	2
37	Appointment of Polling Agent „	0	1
38	Do. of Agent to Attend Counting of Votes „	0	1
39	Notice as to Forgery of Nomination Papers, and neglect to convene Parish Meeting, &c.		
	Notices —"The Way In," "The Way Out," "Polling Station," "Apply here for Ballot Papers" <i>each</i>	0	1

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IN TWO PARTS,
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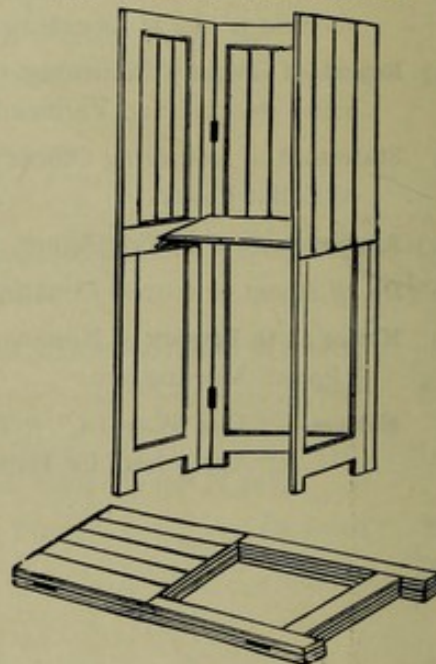
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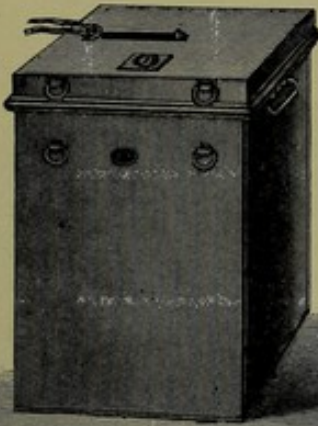
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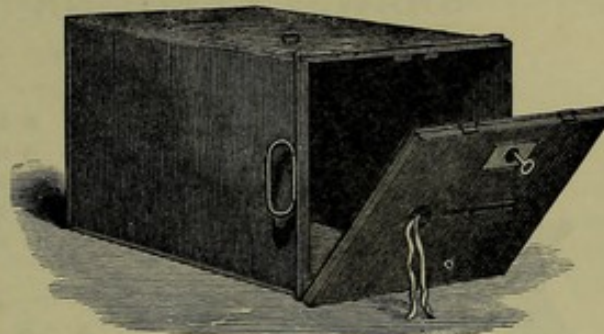
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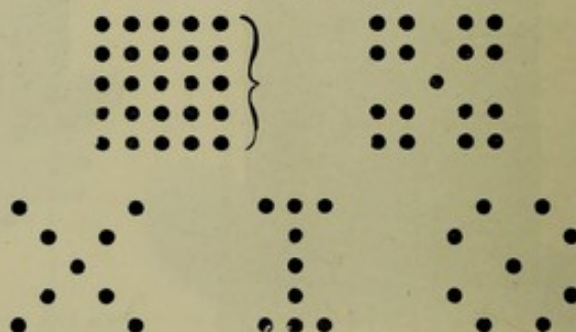
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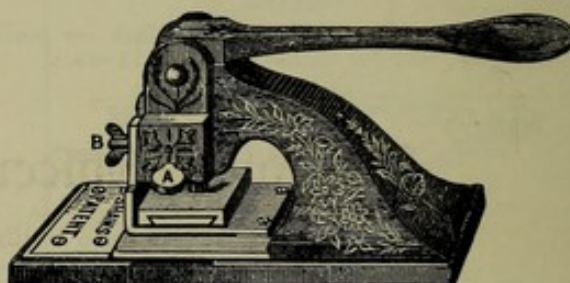
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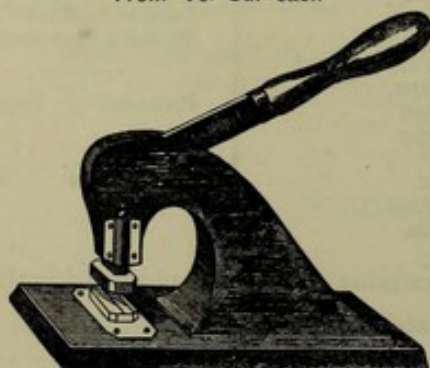
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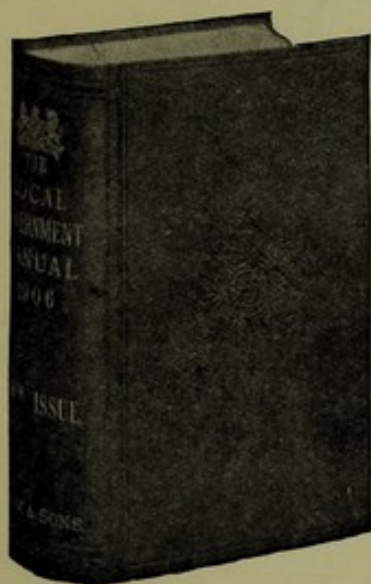
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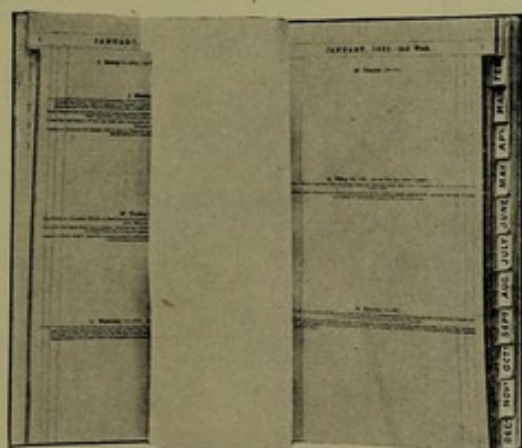
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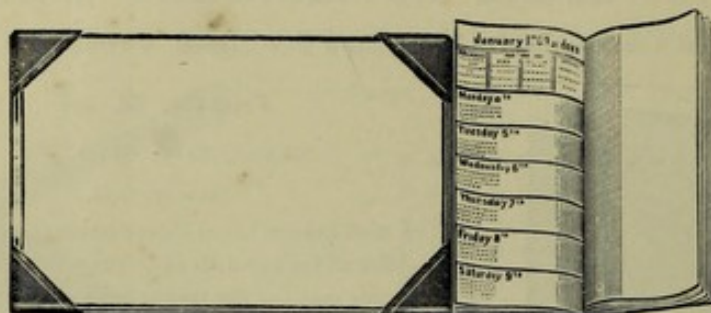
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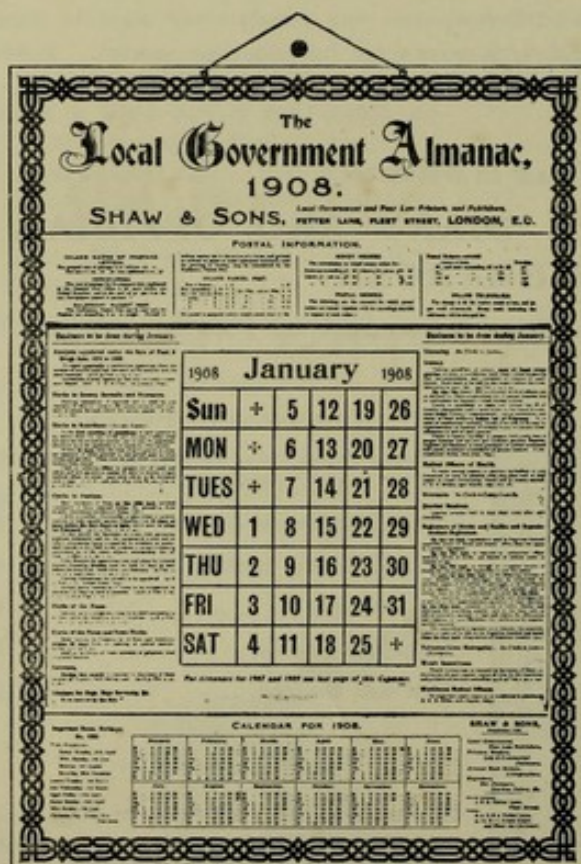
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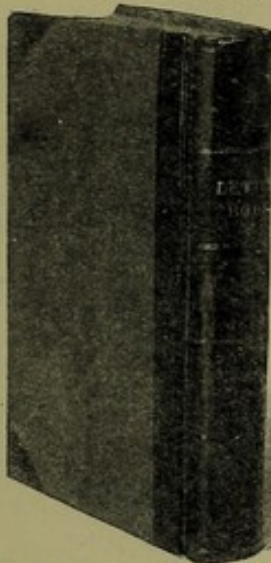
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Loose Sheets, per 480
Sheets, Quarto, 4s.
Foolscap, 5s.

MEDIUM BUFF COPYING PAPER.

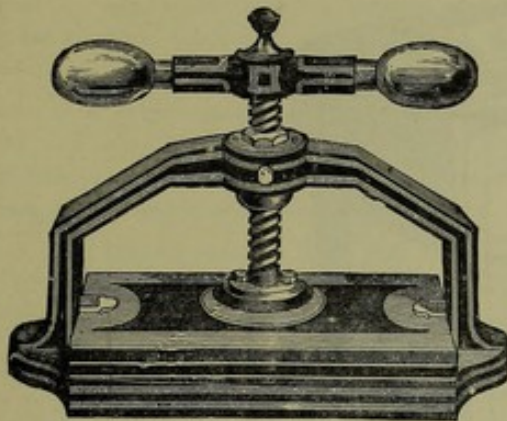
No. 10 QUALITY.

Bound Half Green Basil, Green Cloth Sides—
Indexed and Paged.

FOOLSCAP SIZE.	EACH.	QUARTO SIZE.	EACH.
	<i>s. d.</i>		<i>s. d.</i>
500 Leaves ...	7 6	500 Leaves ...	6 6
1000 " ...	11 6	1000 " ...	8 6



COPYING PRESSES.



FIRST QUALITY.

WROUGHT-IRON BEAM.

Superior Finish.

Machine Planed, Gun-metal Washers, Brass Balls and Knob.

No.	SIZE.	Price.
		£ s. d.
1	Quarto, 12 by 10 ...	3 0 0
2	Foolscap, 15 by 10 ...	4 2 6
3	Folio, 18 by 12 ...	5 5 0
4	Do. 20 by 14 ...	6 17 6

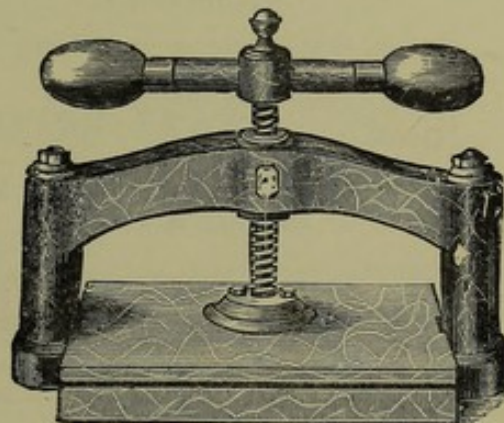
SECOND QUALITY.

CAST IRON SQUARE BEAMS.

MOTTLED AND MARBLED.

With Brass Mounted Washer and Brass Nuts.

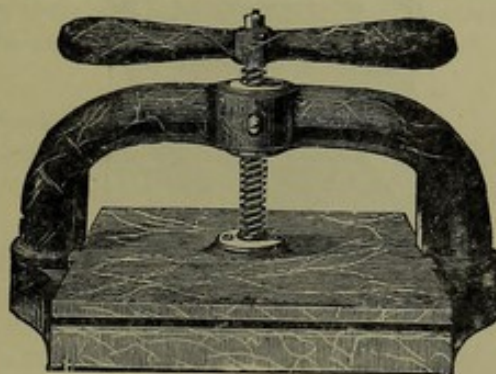
No.	SIZE.	Without Brass Balls.	With Brass Balls.
		£ s. d.	£ s. d.
5	Quarto, 12 by 10	1 10 0	1 15 0
6	Foolscap, 15 by 10	2 5 0	2 15 0
7	Folio, 18 by 12...	3 10 0	4 0 0



FOURTH QUALITY.

JAPANNED BLACK MARBLE.

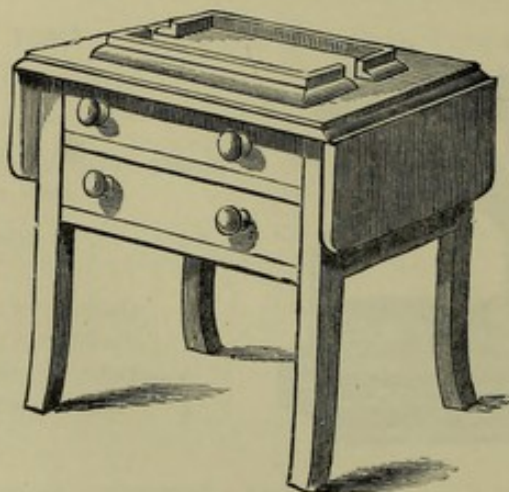
Iron Washer and Brass Nut.



No.	SIZE.	Without Brass Balls.	With Brass Balls.
		£ s. d.	£ s. d.
10	Quarto, 12 by 10	1 3 0	1 7 6
11	Foolscap, 14 by 9½	1 15 0	2 2 0

Fetter Lane, Fleet Street, London, E.C.

COPYING PRESS STANDS.



DESCRIPTION.						Two Drawers.			Two Drawers and Flaps.		
POLISHED STAINED PINE.						£	s.	d.	£	s.	d.
Quarto	each	0	15	6	0	17	6
Foolscap	do.	0	18	6	1	1	0
POLISHED MAHOGANY.											
Quarto	each	1	7	6	1	15	0
Foolscap	do.	1	12	6	2	2	0
Folio	do.	1	17	6	2	7	6

DAMPING EWERS.



				each.					each.
China, round	2/6	White, small, 5 in.	1/-
Do. oblong		Do. large, 6 in.	1/6
Japanned Tin Hanging Ewer, with China Lining				2/6

DAMPING TRAYS.

You are doubtless constantly complaining because you cannot read a letter that has been copied in your letter book on account of its being smudged and blurred through the Copyist not having been able to control the amount of water necessary to dampen the leaves of the book.

The Damping Tray or Bath supplies the long-felt want of a process for moistening the leaves of a letter copying book without the inconvenience of using brush, blotters, sponges, water-ewer, and other old-time necessities. With the Bath a dozen or more letters, written with pen or typewriter, can be copied at once, in one-fifth the time required by the old methods. Clear, even copies are insured without blurring the originals.

The Cloths used are linen with hemmed edges, which prevent ravelling.

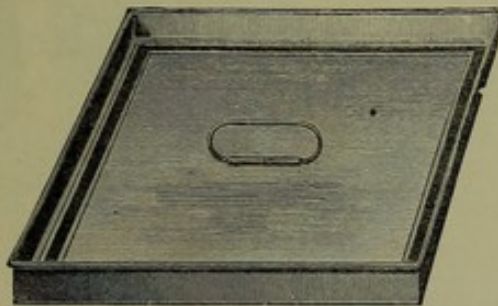
Directions for Use.—Pour a small quantity of water daily upon the Cloths, which will quickly become moistened, and ready for use. When all the Copying is finished, place the Cloths back in the Bath to get re-moistened, and replace the lid.

The only satisfactory method of Copying Typewritten Letters.

For Copying Invoices.—As it can be done so quickly and perfectly, many firms using The Damping Tray copy all invoices in a tissue invoice copy-book, from which they post direct to ledger. This saves time and labour of entering in day-book, avoids the danger of errors in copying, and gives for reference a facsimile of every invoice sent out.

FACILE DAMPING TRAY.

Specially recommended for Copying Letters.



With Hemmed Edges.

Made of Tin, well finished, and handsomely Japanned.
The inside of Tray and Lid is lined with thick felt.

	s.	d.
Quarto Size, with 1 dozen Cloths ...	8	0
Foolscap Size, do. do. ...	11	6

Oiled Sheets.

Best Quality. Hand-made.

	s.	d.
Quarto Size... ..	1	0 per dozen.
Foolscap Size	2	0 ..

Linen Damping Sheets for use with the Tray.

	s.	d.
Quarto Size	2	6 per dozen.
Foolscap Size	3	0 ..

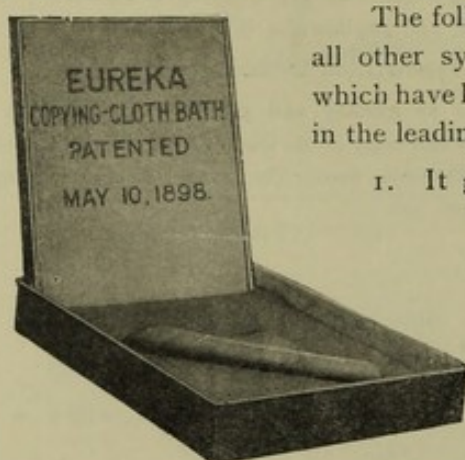
Drying Sheets.

	s.	d.
Quarto Size	0	9 per dozen.
Foolscap Size	1	6 ..

Fetter Lane, Fleet Street, London, E.C.

THE "EUREKA" SANITARY COPYING-CLOTH BATH

Is made of the best quality galvanized steel, and is filled—the pan partially, the cover entirely—with a ground stone composition which will absorb and retain a large quantity of water without softening. The composition contains an antiseptic compound which preserves the Cloths and prevents the rancid and sour odour so common and objectionable in other copying devices. The Copying Cloths are woven from the best quality long fibre Sea Island Cotton and chemically treated, so that when used in the "EUREKA" Bath they never become sour or rancid.



The following are some of the advantages over all other systems for copying correspondence, &c., which have led to the adoption of the "Eureka" Bath in the leading offices throughout the world :

1. It gives legible fac-simile copies *taken after the letters are corrected and signed*, ensuring that all alterations, corrections, and the signature are shown in the copy.
2. The letters, after having been copied, are left in a clean and un-blurred condition.
3. The copies are permanent.
4. It provides an economical system, both as regards first cost and maintenance.
5. The time required for taking the copies is much less than with other systems.

It is a thoroughly sanitary device, and not a source of unpleasant odours or a breeder of disease germs, as are so many other devices for copying purposes.

PRICES.

No.	Size.		s.	d.
1	10 by 12, with One Dozen Cloths	...	18	6 each.
2	10 " 14	" " ...	21	0 "

The "EUREKA" Sanitary Copying Cloths.

No.	Size.		s.	d.
1a	9 by 11	...	2	6 per dozen.
2	10 " 14	...	3	0 "

SHAW & SONS, Printers and Publishers,

SHAW'S
"EUREKA"
LOOSE LEAF
PERPETUAL
LEDGER
OR
ACCOUNT BOOK.



Showing Whole Binding; also Rounded Back, giving the appearance of a book.

Advantages gained by using the "Eureka" Ledger.

Accounts Indexed or Classified as desired.

Accounts once Numbered or Indexed always remain in same position.

The immediate removal of dead matter.

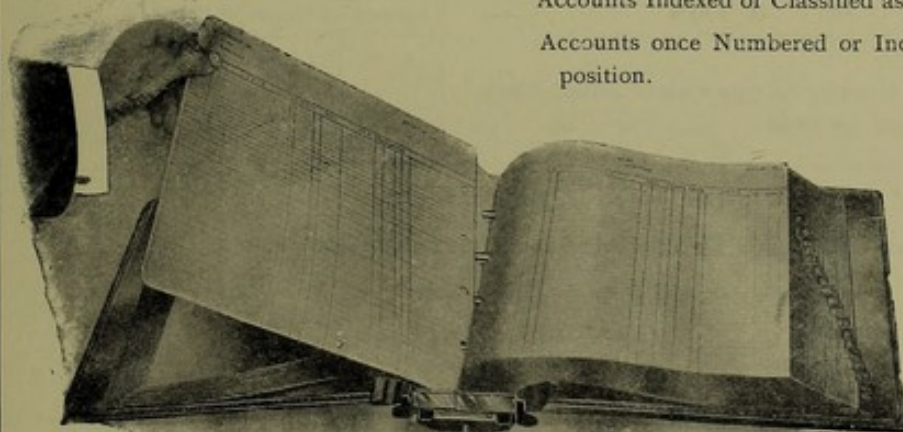
Sheets freely inserted or abstracted.

Leaves held secure by turn of the key.

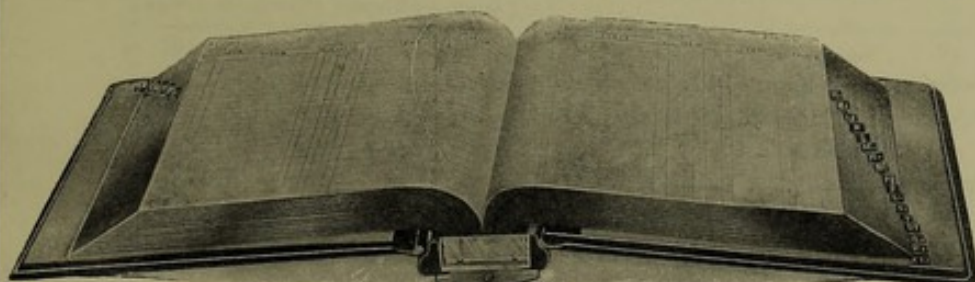
Mechanism Simple and Strong, on the Screw principle, ensuring a firm and vice-like grip of sheets.

Absolutely safeguarding against the removal of leaves by any but legitimate means.

Specimen Sheets, and full particulars and Prices sent on application.



Showing Leaf being extracted.



Showing Ledger open flat ready for use.

Fetter Lane, Fleet Street, London, E.C.

COLOUR RELIEF STAMPING.

Large Octavo Note Headings from Steel Die.

DESCRIPTION.	Price at per Ream for			
	1 Ream.	2 Reams.	5 Reams.	10 Reams.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Heading in One Colour, either Black, Grey, Brown, or Blue	5 0	4 6	3 6	3 0

Estimate and Design for Engraving Die, Free on Application. Extra Large Dies will be 1s. per Ream extra.

LARGE QUARTO AND FOOLSCAP HEADINGS

From Large Quarto Steel Die.

This Style is Specially Recommended where a Bold and Attractive Heading is required.

Size of Paper, 10 in. by 8 in. or 13 by 8	Price at per Ream for		
	2 Reams.	5 Reams.	10 Reams.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Single Sheets, Heading in One Colour, either Black, Grey, Brown, or Blue	6 0	5 0	4 0

Extra Deep Die will be 1s. per Ream extra.

Estimate and Design for Engraving Die, Free on Application.

For Prices of Paper see pp. 205, 207.

LITHOGRAPHED NOTE AND LETTER HEADINGS.

TRANSFERRED FROM PLATE.	Price at per Ream for			
	1 Ream	2 Reams.	5 Reams.	10 Reams
Sizes of Paper.	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Note (Octavo), Single Sheet or Fly-leaf ...	3 6	3 0	2 6	2 0
Letter (Quarto), Single Sheet	4 0	3 6	2 9	2 3
„ „ with Fly-leaf	4 6	4 0	3 0	2 6
Foolscap, Single Sheet	4 0	3 6	3 0	2 6
„ with Fly-leaf	4 6	4 0	3 6	3 0

SHAW & SONS, Stationers and Lithographers,

Shaftesbury Union.

*Council Offices,
Shaftesbury.*

J. BURBRIDGE,
Clerk.



TOWN CLERK'S OFFICE,
TOWN HALL,
PADWORTH.

*Leonard Cecil,
Town Clerk.*

19

GUILDFORD PARISH COUNCIL.

OFFICES:—

Broad Street,

Ja^s Dobson,
Clerk.

19

HALKIRK URBAN DISTRICT COUNCIL.



CHARLES BROOKE,
SOLICITOR,
CLERK.

Council Offices,
Halkirk.

190

Dorchester Union.

Offices:— MUNICIPAL CHAMBERS,

W. FARRINGTON,
SOLICITOR,
CLERK.

DORCHESTER,

I



Abbercorn Rural District Council
ROBERT BURTON,
CLERK.

ABERCORN STREET,

BRADFORD,

19



Leonard Cecil,
Town Clerk.

TOWN CLERK'S OFFICE,
TOWN HALL,
PADWORTH.

19



ROBERT BURTON,
CLERK.

ABERCORN STREET,
BRADFORD,

19

THE ABOVE HEADINGS ARE SO ARRANGED THAT ONE DIE ONLY IS NECESSARY FOR QUARTO LETTER PAPER
AND OCTAVO NOTE PAPER. SEE SPECIMEN SHEET OF NOTEPAPERS.

GAINSBOROUGH UNION.

P. HARDING DIXON,
CLERK.

DAY OF MEETING
ALTERNATE FRIDAYS.
NEXT MEETING

Union Offices.
Gainsborough.

19

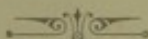
NORFOLK COUNTY COUNCIL.

EDUCATION COMMITTEE.

F. ANDREWS,
CLERK TO COMMITTEE.

LONDON ROAD,

ATTLEBOROUGH.



SHAW & SONS, FETTER LANE, LONDON.

Town Clerk's Office
Town Hall
Barnstable

18

ALBANY STREET
BARNSTABLE

18

WALTONS BOROUGH UNION

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UNION

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Shropshire County Council.

*Council Offices,
Newport.*

JOS. ROBINSON.
CLERK TO THE COUNCIL.

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Menton Bridge Union.



W. H. GRIFFITHS,
MASTER.

*Master's Office
The Workhouse.*

Menton.

190

Oldham Union.



Union Workhouse, Oldham.

19

Congleton Rural District Council.

HARRY FERRAND,
CLERK.

Clerk's Office,
Sandbach,

DATE OF NEXT MEETING.

190

190

SPECIMENS of LITHOGRAPHIC PRINTING.



Fenton Urban District Council.
Council Offices,
Fenton, Staff.

19



CLERK,
FRANCIS SHELTON,
SOLICITOR.

London Road,
Thetford, Norfolk.

19



Council Offices,
Broadstairs.

Borough of Wellington Education Committee.

ALL SAINTS SCHOOLS.

D. MATTHEWS,
CORRESPONDENT.

Bexley Road,
Wellington.

SHAW & SONS, FETTER LANE, LONDON, E.C.

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STAFFS COUNTY COUNCIL OFFICES,

*Education Department,
Fenton, Staffs.*

Reply to

WILLIAM COOK,
ORGANIZING SECRETARY.

19

EARLSFIELD URBAN DISTRICT COUNCIL.

CLERK,
C.A.F. HILLIPS,
SOLICITOR,
CASTLEFORD.

*Council Offices,
Earlsfield.*

Castleford.

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SHAW & SONS, FETTER LANE, LONDON, E.C.

SPECIMENS OF LITHOGRAPHIC PRINTING.

The Bradford Electric Lighting Company,

LIMITED.

FRAZICK RICHET,
MANAGER.

Municipal Buildings,

BRADFORD.

19

Public Buildings,

HARROGATE.

190



SHAW & SONS, FETTER LANE, LONDON, E.C.

NOTEPAPERS—COMMERCIAL SIZE. LARGE OCTAVO (8 IN. BY 5 IN.).

No	DESCRIPTION.	Watermark.	Price per Ream.	Price per Ream for 5 Reams.
			<i>s. d.</i>	<i>s. d.</i>
N 1	Special Cream Laid	—	2 6	2 3
N 2	Cream Laid Vellum, Two Star...	☆ ☆	3 6	3 3
N 3	Blue Laid, Fine Thick	" S. & S. "	3 6	3 3
N 4	Cream Commercial Laid, Thick	" Commercial "	4 0	3 9
N 5	Cream Laid Vellum, Double Thick	—	4 0	3 9
N 6	Cream Commercial Wove (suitable for Typewriting)	" Commercial "	4 0	3 9
N 7	Azure Wove, Commercial Wove (suitable for Typewriting)	"	4 0	3 9
N 8	Cream Laid, Fine Thick	+	4 6	4 3
N 9	" " " English Note "	" English Note "	5 0	4 6
N 10	Cream Wove, Ye Antique Thick (suitable for Typewriting)	" Ye Antique Wove "	5 0	4 6
N 11	Cream Laid, Superfine Thick	☆	5 6	5 0
N 12	Cream Wove, Kentish Wove	" Kentish Wove "	6 6	6 0
N 13	Cream Laid, Fibrous Double Thick, Mill Surface	" Fibrous Note "	6 6	6 0
N 14	Cream Laid, Fibrous Double Thick, Satin Surface	" "	6 6	6 0
N 15	Azure Laid, Fibrous Double Thick, Mill Surface	" "	6 6	6 0
N 16	Azure Laid, Fibrous Double Thick, Satin Surface	" "	6 6	6 0
N 17	Azure Wove, Ye Antique, Double Thick	" Ye Antique Wove "	6 6	6 0
N 18	Cream Wove, Ye Antique, Double Thick	" "	6 6	6 0
N 19	Cream Wove, Ye Antique, Treble Thick, Mill Surface	" "	7 6	7 0
N 20	Cream Wove, Ye Antique, Treble Thick, Ivory Surface	" "	7 6	7 0
N 21	Cream Laid, Superfine Double Thick	" S. & S. "	7 6	7 0
N 22	Fleur de Lis Wove	"	3 6	3 3
N 23	Azure Laid, Fine	"	3 6	3 3

NOTEPAPERS—FOR PRIVATE USE.

Specimens, both of Address, Crest, and Monogram Dies, sent free on application.

SMALL OCTAVO (7½ IN. BY 4½ IN.).

No.	DESCRIPTION.	Price per Ream.
		<i>s. d.</i>
P 1	Fibrous, Cream Shade, Mill Surface	5 6
P 2	" White " Satin Finish	5 6
P 3	" Azure " Mill Surface	5 6
P 4	" " " Satin Finish	5 6
P 5	Kentish Wove, White Thick	5 6
P 6	Antique Wove, Cream Treble Thick, Mill Surface	6 6
P 7	" " " " Satin Finish	6 6
P 8	Superfine Cream Laid, Thick	5 6
P 9	Rapide Wove Cream	3 0
P 10	Fine Cream Laid	3 6
P 11	Silurian Wove, Thick Superfine	4 6
P 12	Hand-made Blue Laid Special	6 6
P 13	Cream Laid Thick Special	2 6

Fetter Lane, Fleet Street, London, E.C.

TYPEWRITING PAPERS (SELECTED).

No.	DESCRIPTION.	Per Ream, 480 Single Sheets.			
		Quarto 8 by 10.	Foolscap 8 by 12½.	Draft, 10 by 16.	Brief. 12½ by 16.
		s. d.	s. d.	s. d.	s. d.
1	Cream Laid, for Drafts	1 6	2 0	3 0	4 0
2	" " Silver Linen, Thin	2 3	3 0	4 6	6 0
3	" " Southern Cross, Thin	2 6	3 6	5 0	7 0
4	" " Silver Linen, Thick	3 0	4 0	6 0	8 0
5	" " Vellum Star	3 6	5 0	7 0	10 0
6	" " Fibrous Typewriting	4 6	6 0	9 0	12 0
7	" Wove, Fleur-de-Lis, Medium	2 6	3 6	5 0	7 0
8	" " Conqueror Wove, Medium	2 9	3 9	5 6	7 6
9	" " Commercial Wove, Type- writing, Thin	3 0	4 0	6 0	8 0
10	" " Kentish Wove, Typewriting, Thin	3 6	4 9	7 0	9 6
11	" " Typewriting, Medium	4 0	5 6	8 0	11 0
12	" " Commercial Wove, Thick	4 0	5 3	8 0	10 6
13	" " Extra Strong, Thick	4 6	6 0	9 0	12 0
14	" " Antique, Thick	5 0	7 0	10 0	14 0
15	" " Extra Strong, Extra Thick	5 6	7 6	11 0	15 0
16	" " Extra Strong, Thin Loan	5 6	7 6	11 0	15 0
17	" " Loans, Very Strong	6 6	8 6	13 0	17 0
18	" " Extra Strong Loan, Suitable for Legal Documents	9 0	12 0	18 0	24 0
19	" Laid, Linen Bank, for Manifold- ing	1 6	2 0	3 0	4 0
20	" " " " Extra Thin	2 3	3 0	4 6	6 0
21	" " Pure Linen, Extra Strong	4 6	6 0	9 0	12 0
22	" Wove, Bank, Thin, Glazed	1 6	2 0	3 0	4 0
23	" " " " Unglazed	1 6	2 0	3 0	4 0
24	" " " " Mill Finish	2 3	3 0	4 6	6 0
25	" " Air Dried, Bank, Thin	2 9	3 9	5 6	7 6
26	" " " " Extra Thin	4 0	5 6	8 0	11 0
27	Azure Wove, for Drafts	1 9	2 6	3 6	5 0
28	Yellow " " " "	2 6	3 3	5 0	6 6
29	Azure Wove Bank, Thin	2 3	3 0	4 6	6 0
30	" " Conqueror	2 9	3 9	5 6	7 6
31	" " Linen Faced	3 6	4 6	7 0	9 0
32	" " Commercial	4 0	5 6	8 0	11 0
33	" " O C M	4 6	6 0	9 0	12 0
34	" " Bank, Extra Strong, Thin	5 6	7 6	11 0	15 0
35	" " " " Thick	8 0	10 6	16 0	21 0
36	Pink Wove, Typewriting	4 0	5 6	8 0	11 0
37	Primrose, Wynyard Bond	2 6	3 6	5 0	7 0
38	Orange, " " " "	2 6	3 6	5 0	7 0
39	Silurian Wove Bank	3 0	4 0	6 0	8 0
40	Cream Duplicating Wove, Watermarked	2 3	3 0	4 6	6 0
40a	" " " " Plain, Thin	2 0	2 6	4 0	5 0
41	" " Vellum Wove, Plain	2 3	3 0	4 6	6 0
42	" Laid, Duplicating, Thin	2 0	2 6	4 0	5 0
43	" " " " Thick	2 3	3 0	4 6	6 0
44	Pink Duplicating Wove	2 6	3 0	5 0	6 0
45	Green " " " "	2 6	3 0	5 0	6 0
46	Cream Wove Copying, Fine	1 6	2 0	3 0	4 0
47	" " " " Superfine	2 0	2 6	4 0	5 0
48	Japanese Copying, Superfine, Thin	2 6	3 0	5 0	6 0
49	" " " " Thick	2 3	2 6	4 6	5 0
50	Buff Copying, Thick	3 0	4 0	6 0	8 0
51	Cover Paper, White	4 6	6 0	9 0	12 0
52	" " Blue	6 0	9 0	12 0	18 0
53	White Blotting, Extra Superfine	27/6 per folio Ream; 7/- per quarter Ream.			

FOOLSCAP PAPERS.

No.	DESCRIPTION.	Price per Ream.	
		s.	d.
81	Cream Laid Middle, for Scribbling purposes	5	0
82	" " Vellum, for Duplicating Machine	6	0
83	" " Special Quality	7	0
84	Azure Laid, Fine Thick	7	6
84A	Cream Laid, Fine Thick	10	0
85	" Wove, Commercial, Thick	10	6
86	" Laid, Superfine Thick " Shaw & Sons "	13	6
87	" " Superfine, Extra Thick	17	6
88	" " Fibrous " " " " " " " "	16	6
89	Azure Laid, Special Quality	10	0
810	" " Legal, Superfine Thick	14	6
811	" " " " Extra Thick	16	6
812	Blue Laid, Superfine Thick	14	6
813	Cream Wove, Extra Thick, Judicature Fine " "	10	6
814	" " Double Thick, Judicature Superfine,, " "	15	0
815	" " " " Superfine " "	21	0
816	Hand-made, Blue Laid, Special Quality " "	21	0
817	" " " " Superfine	24	0
818	" Waterlined Brief	24	0
826	Durable Azure Laid, Double Thick	19	6

The above papers are also kept in stock ruled usual patterns, or can be ruled special patterns to Order, from 1/- to 4/- per ream extra.

DRAFT PAPERS.

No.	DESCRIPTION.	Price per Ream, 480 Single Sheets.	
		Quarto, 8 in. by 10 in.	Folio, 10 in. by 16 in.
		s. d.	s. d.
819	Cream Laid, Special Quality	2 6	5 0
820	Blue Laid " "	3 2	6 3
821	Azure Laid " "	3 2	6 3
822	Cream Laid, Superfine	4 2	8 3
823	Blue Laid " "	4 2	8 3
824	Azure Laid " "	4 2	8 3
825	Blue Wove, Fine	2 6	5 0
827	Azure Laid Register	2 6	5 0

The above papers also kept in stock ruled usual patterns, or ruled special pattern to Order, from 1/- to 4/- per ream extra.

Fetter Lane, Fleet Street, London, E.C.

ENVELOPES—COMMERCIAL SIZES.

High Flaps. Well Gummed.

No.	Size No. 6—5½ by 3½ in.	Price Per 1,000.	Price per 1,000 for 5,000.
		<i>s. d.</i>	<i>s. d.</i>
E 1	Economic Cream Laid	3 0	2 9
E 2	Commercial „ „	4 0	3 9
E 3	Special „ „	4 6	4 3
E 4	Olde Style Vellum Cream Laid	5 0	4 9
E 5	Business Vellum Cream Wove	5 6	5 3
E 6	City Cream Laid, Thick	6 6	6 3
E 7	Hercunilla, Extra Strong	6 6	6 3
E 8	Cream Opaque Wove	6 6	6 3
E 9	Commercial Cream Wove	7 0	6 6
E 10	Ivory Cream Laid	8 6	8 0
E 11	Glazed Ivory Cream Laid	8 6	8 0
E 12	Kentish Wove Cream	8 6	8 0
E 13	Fibrous Cream Laid	8 6	8 0
E 14	Antique Wove Double Thick	11 6	11 0
E 15	Fibrous Azure Laid, Mill Finish	8 6	8 0
E 16	Fibrous Azure Laid, Satin Finish	8 6	8 0
E 17	Hand-made, Medium Quality	11 6	11 0
E 18	Blue Laid, D	7 0	6 6
E 19	Blue Laid, G	8 6	8 3

EXTRA COMMERCIAL SIZE.

No.	Size No. 8—5½ by 3½ in.	Price Per 1,000.	Price per 1,000 for 5,000.
		<i>s. d.</i>	<i>s. d.</i>
E 20	Manilla, No. 2	4 0	3 9
E 21	Mid Vellum Cream Laid	5 6	5 3
E 22	Commercial Cream Laid	6 0	5 9
E 23	Hercunilla, Thin	6 6	6 3
E 24	„ Thick	7 6	7 3
E 25	Olde Style Vellum	7 6	7 3
E 26	Opaque Wove Cream	9 0	8 9
E 27	Commercial Wove	9 6	9 0
E 28	Superfine Cream Laid	9 6	9 0
E 29	Ivory Laid Cream Laid	11 6	11 0
E 30	Kentish Wove	11 6	11 0
E 31	Fibrous Cream Laid	12 6	12 0
E 32	Fibrous Azure Laid	12 6	12 0
E 33	Cream Wove Antique	14 6	14 0

SHAW & SONS, Stationers and Lithographers,

PRICES FOR EMBOSSING ENVELOPES.

COMMERCIAL SIZES, Nos. 6, 7 and 8.

DESCRIPTION.	Price at per 1,000 for		
	1,000.	5,000.	10,000.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Plain	0 9	0 6	0 4
Cameo	2 0	1 6	1 3
Colour Relief, from ordinary Business Dies ...	5 0	4 0	3 6
Do. „ Crest Dies, assorted colours...	7 6	6 6	6 0

Packing in Cardboard Boxes, 6d. per 1,000 Extra.

PRICES FOR EMBOSSING ENVELOPES.

OFFICIAL SIZES.

COLOUR RELIEF.	Per 1,000.	Per 500.	Per 250.	Per 100.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Foolscap Size	6 0	3 6	2 6	1 6
Draft	6 6	4 0	2 9	1 6
Brief				
Deed				

Plain Die Stamping, Official Sizes, 1s. per 1,000.

ENVELOPES—SQUARE SHAPE.

For Private Use.

No.	DESCRIPTION.	Per 1,000.
		<i>s. d.</i>
P 1	Fibrous Cream Shade, Mill Surface	10 0
P 2	„ White Shade, Satin Finish	10 0
P 3	„ Azure Laid, Mill Surface	10 0
P 4	„ „ „ Satin Finish	10 0
P 5	Kentish Wove, White	10 0
P 6	Antique Wove, Cream, MS.	12 6
P 7	„ „ „ Satin	12 6
P 8	Superfine Cream Laid	9 6
P 9	Rapide Wove	6 6
P 10	Fine Cream Laid	6 0
P 11	Silurian Wove	9 6
P 12	Hand-made Special	13 6
P 13	Cream Laid Special	4 6

Fetter Lane, Fleet Street, London, E.C.

SHAW & SONS' "HERCUNILLA" ENVELOPES.

"For Safety and Security."

These are very strong Manilla Envelopes specially manufactured by Shaw & Sons for the transmission of important documents through the post. They are manufactured from the best materials and will stand the roughest usage. In spite of their strength they weigh only slightly more than an ordinary paper envelope.

No.	DESCRIPTION.	Size.	Per 1,000.
		Inches.	s. d.
H 1	Commercial, Diamond Shape, No. 6 ...	5 $\frac{3}{8}$ by 3	6 6
H 2	Extra Commercial, do. Thin, .. 8 ...	5 $\frac{3}{4}$.. 3 $\frac{1}{2}$	6 6
H 3	Do. do. Thick, .. 8	5 $\frac{3}{4}$.. 3 $\frac{1}{2}$	7 6
H 4	Large Octavo Court, do.	5 $\frac{1}{4}$.. 4 $\frac{1}{4}$	10 0
H 5	Medium Octavo Court, do.	6 $\frac{1}{4}$.. 4 $\frac{1}{4}$	11 6
H 6	Foolscap, Thin, Bag Shape	9 .. 4	10 6
H 7	Do. Thick, do.	9 .. 4	10 6
H 8	Do. Extra Thick, do.	9 .. 4	14 6
H 9	Small Post Octavo, do.	7 $\frac{3}{8}$.. 5	15 6
H 10	Large Post Octavo, do.	8 $\frac{1}{2}$.. 5 $\frac{1}{2}$	21 0
H 11	Demy, do.	10 $\frac{1}{2}$.. 4 $\frac{3}{8}$	21 0
H 12	Draft, do.	11 $\frac{1}{8}$.. 4 $\frac{3}{8}$	24 6
H 13	Brief, do.	14 $\frac{1}{4}$.. 5 $\frac{1}{2}$	30 0
H 14	Extra Brief, do.	14 $\frac{3}{4}$.. 5 $\frac{3}{4}$	36 0
H 15	Probate, do.	9 $\frac{1}{8}$.. 7 $\frac{1}{4}$	30 0
H 16	Deed, do.	11 $\frac{1}{2}$.. 9	48 0
H 17	Extra Deed do.	12 $\frac{1}{2}$.. 10 $\frac{1}{2}$	51 0
H 18	Foolscap Folio do.	14 .. 9 $\frac{1}{2}$	55 0
H 19	Do. (Extra Large)	14 $\frac{1}{2}$.. 10	57 6

EXTRA STRONG CARTRIDGE ENVELOPES.

DESCRIPTION.	Price per 1,000.					
	FOOLSCAP.	DEMY.	DRAFT.	BRIEF.	PROBATE.	DEED.
	9 by 4.	10 $\frac{1}{2}$ by 4 $\frac{3}{8}$.	11 $\frac{1}{8}$ by 4 $\frac{3}{8}$.	14 $\frac{1}{4}$ by 5 $\frac{1}{2}$.	9 by 7 $\frac{1}{4}$.	11 $\frac{1}{2}$ by 9.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Cartridge Superfine	15 6	25 0	30 0	35 0	37 6	50 0
.. Fine	10 0	—	16 6	21 0	—	31 0

BANKERS' PASS-BOOK ENVELOPES.

DESCRIPTION.	Size.	Per 1,000.
	Inches.	s. d.
Cartridge No. 1, Envelope Shape	7 $\frac{3}{8}$ by 5 $\frac{1}{4}$	12 6
Do. No 2, do.	8 $\frac{3}{8}$.. 5 $\frac{3}{8}$	16 6
"Hercunilla," Pocket Shape, No. H 9	7 $\frac{3}{8}$.. 5	15 6
Do. do. No. H 10	8 $\frac{1}{2}$.. 5 $\frac{1}{2}$	21 0
Cartridge Gussets, $\frac{3}{4}$ in. Gusset	7 .. 10	50 0

Other Sizes made to Order at proportionate Prices.

SHAW & SONS, Printers and Publishers,

OFFICE AND DRAWING PENCILS.

SHAW & SONS' "LEDGER" PENCIL.



EASILY ERASED.

Round, Plain Polished Cedar, in Cardboard Box, as illustrated.

Price 2s. per dozen, 22s. per gross.

SHAW & SONS' "BEST GRAPHITE" PENCIL.

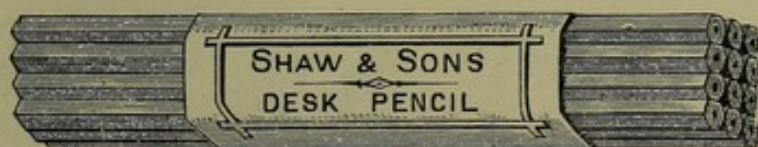


In H, HH, HB, and B degrees.

Hexagon, Yellow Polished Cedar, in Cardboard Box, as illustrated.

Price 2s. 6d. per dozen, 24s. per gross.

SHAW & SONS' "DESK" PENCIL.



In HB, B, and BB degrees. Hexagon.

Price 1s. per dozen, 10s. per gross.

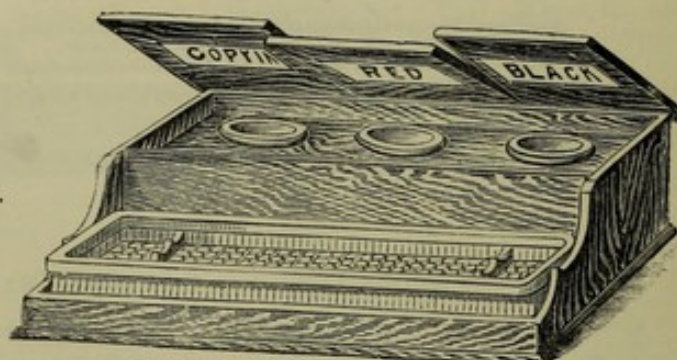
Fetter Lane, Fleet Street, London, E.C.

OFFICE INKSTANDS.

TRIPLE
INKSTAND.

In Oak or Mahogany.

Price 4s. each.



One-third Size.

SAPPHIRE INKSTAND.

Patent Screw Stopper.

No Blots. No Evaporation.

	Price.
	s. d.
No. 1. Best English Glass, with Porcelain	
Stopper	2 6
Black Pen Rack extra	0 3



No. 2. Best Black Ebonite 5 0

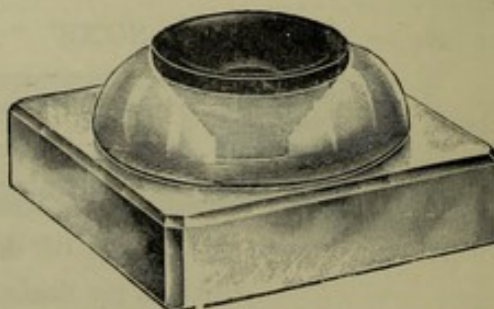
VERY SUITABLE FOR BOARD ROOM

CAPITOL INKSTAND.

Note following points:—

- (1) Dipping free and natural.
- (2) Just the right amount of ink supplied to the pen.
- (3) Ink always fresh, and used to the last drop.
- (4) Free access for washing out.

Pressed Glass - 2/- each.
Cut Glass - - - 4/- ..



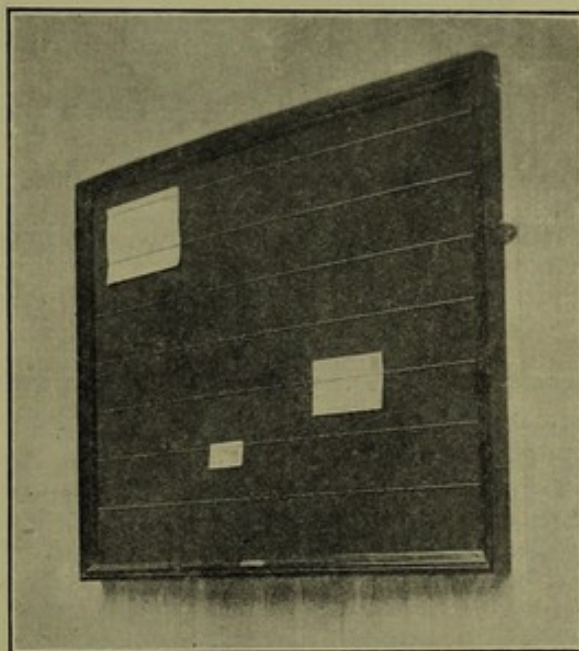
Size, 3½-in. by 3½-in. Weight, nearly 1-lb.

SHAW & SONS, Stationers and Lithographers,

"CONVEX" NOTICE BOARD.

(Henry Young's Patent, No. 2355 of 1904.)

Specially adapted for use in Public Offices, Libraries, &c.



Manufactured in Mahogany Frame, Polished, with board covered Cloth, and Wires four inches apart, which are strained along its surface.

This surface being curved, causes the Wires to press firmly against the thinnest sheet of paper, which can be inserted under the Wires with ease and rapidity, and may be rearranged upon board by sliding along when still beneath Wires.

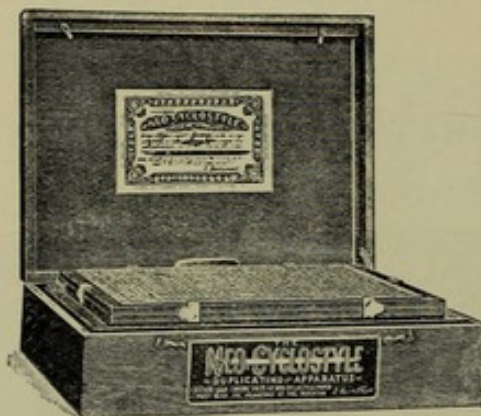
SIZES.				PRICES.	
				<i>s.</i>	<i>d.</i>
2 ft. 3 in. by 1 ft. 6 in.	20	0
3 ft. by 2 ft. 3 in.	35	0
4 ft. 6 in. by 3 ft.	60	0
6 ft. by 4 ft. 6 in.	100	0

Fetter Lane, Fleet Street, London, E.C.

THE NEO-CYCLOSTYLE DUPLICATOR

(Gestetner's Patent.)

Simple.
Inexpensive.
Durable.
Handwriting.
Drawing.
Typewriting.



A perfect Stencil Copying Machine that will produce 2,000 Copies from One Original, Handwriting or Typewriting.

With Outfit for Reproducing Handwriting only, or Typewriting only.

						£	s.	d.
Foolscap Size	13½	by	8½	...	2	2 0
Avoué	„	...	14	„	10	...	2	10 0
Folio	„	...	16¾	„	10½	...	3	0 0
Brief	„	...	16¾	„	13¾	...	3	3 0

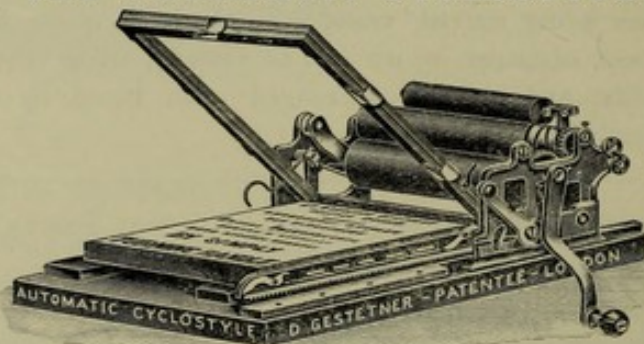
Outfit for Reproducing Typewriting:—

Comprising One Quire prepared Stencil and Porous Sheets, Two Perforating Silks, Two Backing Sheets, One Tube Special Type Cyclostyle Ink, One Bottle Protective Varnish, and One Bottle Correcting Fluid:

					s.	d.
Foolscap Size	12	6
Avoué	„	14	0
Folio	„	20	0
Brief	„	21	0

This is for starting the Type Process in cases where Apparatus has hitherto been used for Handwriting only.

THE AUTOMATIC CYCLOSTYLE.



Self Inking.

PRICE for Apparatus Complete, for Reproducing Handwriting or Typewriting.

						£	s.	d.
Foolscap Size, No. 1 Model	5	0	0
Avoué Size, or Large Foolscap	6	0	0
Brief	„	9	0	0

SHAW & SONS, Printers and Publishers,

ILLUMINATED ADDRESSES, &c.

SHAW & SONS have had a great deal of experience in the preparation of Illuminated Addresses, Addresses of Congratulation, Testimonials, Freedoms of Boroughs, &c., &c. A great number have been prepared for presentation to Her late Majesty Queen Victoria, the Royal Family, and Nobility, including many of the greatest artistic merit. Numerous Testimonials have been received, and many of their productions have gained very favourable criticism in the public press.

When ordering this class of work it is always advisable to mention the sum that it is proposed to spend, as the amount of work in the illumination must of necessity be governed by the price.

Estimates are given when required, but even then it is advisable for an intending purchaser to mention approximately the sum he wishes to spend, to enable S. & S. to gauge the quality of work required.

The following are the principal styles in which Addresses are prepared :—

IN SCROLL FORM, without a Case.—Illuminated on Vellum, and edged on silk, with roller, silk fringe, and tassel.

IN SCROLL FORM, with Leather Case.—The Address Illuminated on Vellum, and Morocco Case Lined with calf, and finished in best style. The Address and Case roll up together, and are tied with silk.

FRAMED.—An Address on Vellum with an Illuminated Border, embodying Coats of Arms, Monograms, Local Views, &c., as required, framed in massive gilt moulded frame to suit style of address. The usual sizes range from 13 in. by 16 in. to 23 in. by 28 in.

IN ALBUM FORM.—This form of Address is suitable for presentation to Royalty or to the Nobility. It consists of one or more sheets of Vellum folded bookwise, and fastened inside an Album Cover with silk elastic. By this means as many pages as desired can be provided, and Photographs can be inserted.

Albums are bound in either Morocco or Russia, with heavy bevelled boards, padded and lined with watered silk. The Covers can also be mounted with Coats of Arms, Crests, Monograms, &c., and Corner Pieces cut in Silver Gilt.

Freedoms of Boroughs are usually enclosed in a Silver Casket. Messrs. Shaw & Sons have supplied several for this purpose, and further particulars will be sent on application.

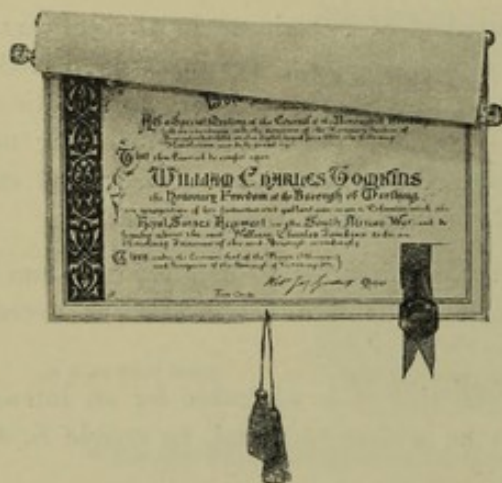
Illustrations of the various styles from Photographs of Addresses prepared by S. & S. have been inserted for convenience when ordering.

Special Designs prepared appropriate to any occasion.

Coats of Arms emblazoned in proper colours and appropriately framed.

Fetter Lane, Fleet Street, London, E.C.

ILLUSTRATIONS OF ADDRESSES.
SCROLL FORM.



Showing Address Illuminated on Vellum,
with Roller, Fringe, &c.

From £2 2s. upwards.



Showing Address Illuminated on
Vellum, with Leather Case
to take same.

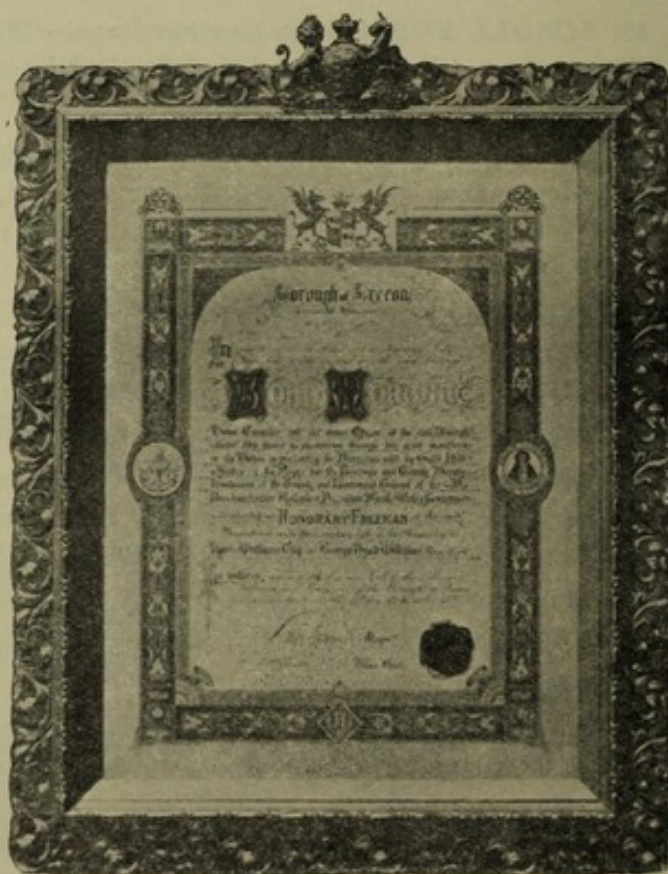
From £3 3s. upwards.

ADDRESS FRAMED.

Showing Address Illuminated
on Vellum, mounted in massive
English Gilt Frame.

Price £10 10s.

Cheaper forms of Framed
Addresses,
from £2 2s. upwards.



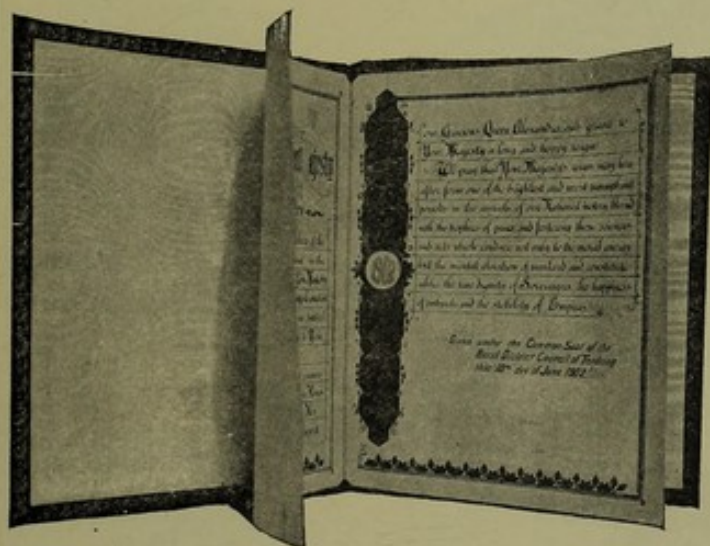
ILLUSTRATIONS OF ADDRESSES—continued.

ALBUM FORM.

Address Illuminated on Card,

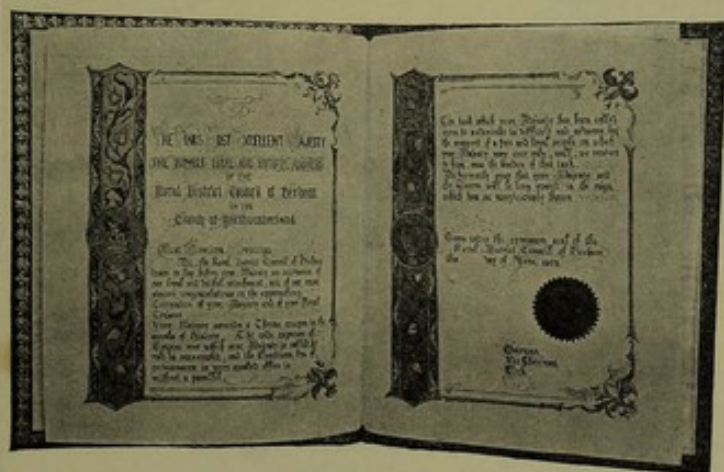
let into Morocco Case.

Price £3 3s.



Address handsomely Illuminated on Vellum, fastened in Case with silk elastic, Watered Silk Lining, Blue Morocco Case, heavily Bevelled Boards, tooled and finished in best style.

Price £5 5s.



Address beautifully Illuminated on Vellum, with Arms and Crest worked into the Scroll Work, Russia Leather Case, heavily tooled in Gold, and with Arms moulded in Silver Gilt.

Price £10 10s.

Fetter Lane, Fleet Street, London, E.C.

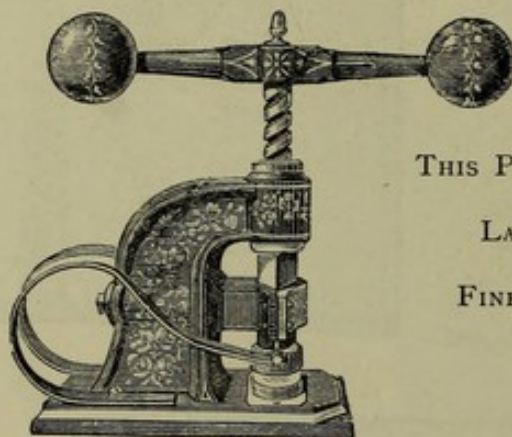
SCREW EMBOSSING PRESS

For Official Seals.

JAPANNED BLACK

AND

GOLD LINED.



THIS PRESS IS SUITABLE FOR

LARGE SEALS, WITH

FINE AND DEEP WORK.

Sketches and Designs for Seals sent on approval, with Estimate of Cost for Engraving and Fitting to suitable Screw Press as above, sent free upon application.

LEVER EMBOSSING PRESS

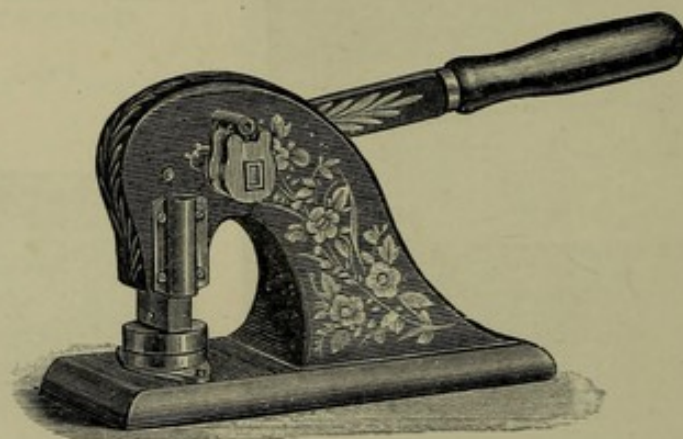
For Official Seals.

JAPANNED

BLACK

AND

GOLD LINED.



BEST

LONDON

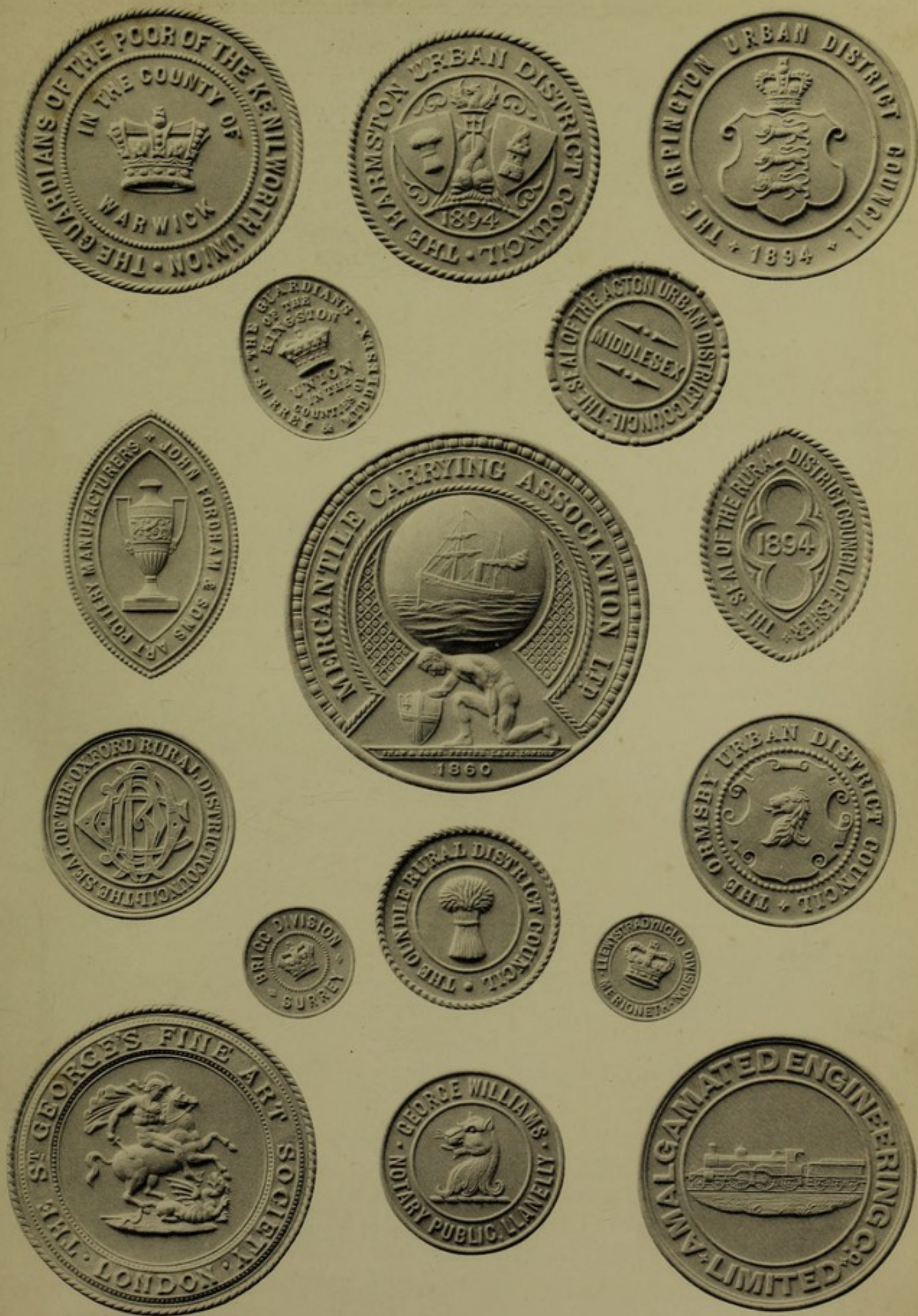
MANUFACTURE.

Sketches and Designs, together with Estimate of Cost, submitted free upon application.

To prevent improper use, the above Presses (Screw or Lever) can be secured with Bolt and Padlock, as shown in the illustration of a Lever Press.

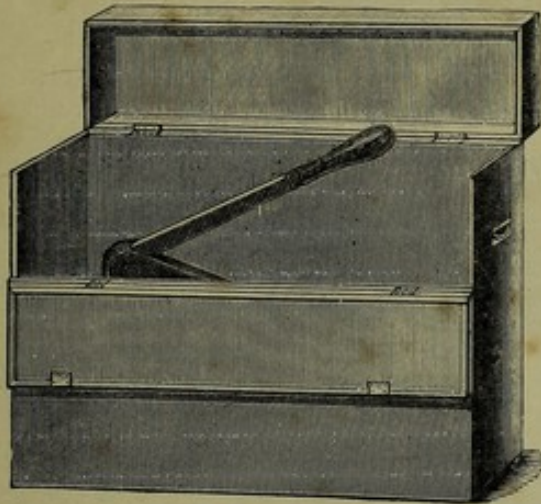
						s.	d.
Bolt and best Lever Lock (2 Keys)	8	6
Bolt and 2 Locks (2 Keys each)	14	6

SHAW & SONS, Printers and Publishers,

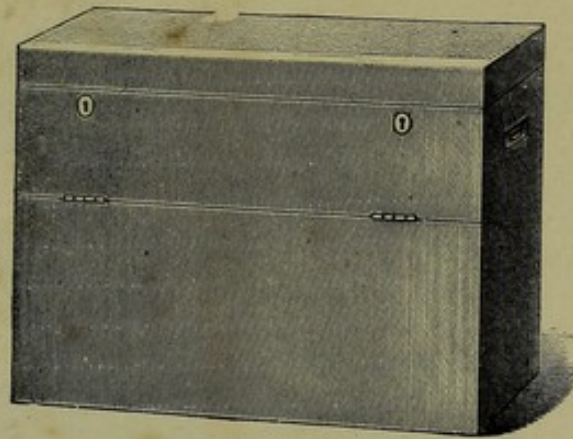




BOXES FOR SEALS FITTED TO LEVER PRESSES.



OPEN.



CLOSED.

These Boxes are made of either solid Mahogany or Oak, and lined with Green Baize, Brass Fittings, and fitted with two best Lever or Bramah Locks.

PRICES.

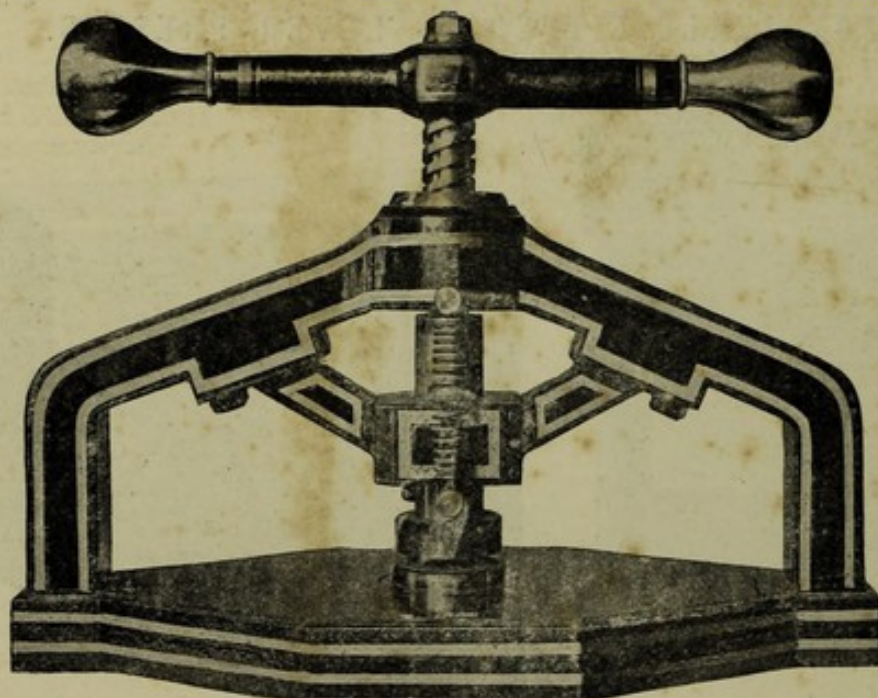
					£	s.	d.
Box for No. 3 Press, fitted with 1 Lock and 2 Keys	1	10	6
Ditto ditto 2 Locks and 4 Keys	1	13	0
Box for No. 4 Press, fitted with 1 Lock and 2 Keys	1	14	6
Ditto ditto 2 Locks and 4 Keys	1	17	6
Box for No. 5 Press, fitted with 1 Lock and 2 Keys	1	17	6
Ditto ditto 2 Locks and 4 Keys	2	0	0

Stained Deal and Black Japanned Tin Boxes supplied at cheaper rates.

These Stands and Boxes can be made of any kind of Wood so as to match other Furniture in Board Room, &c.

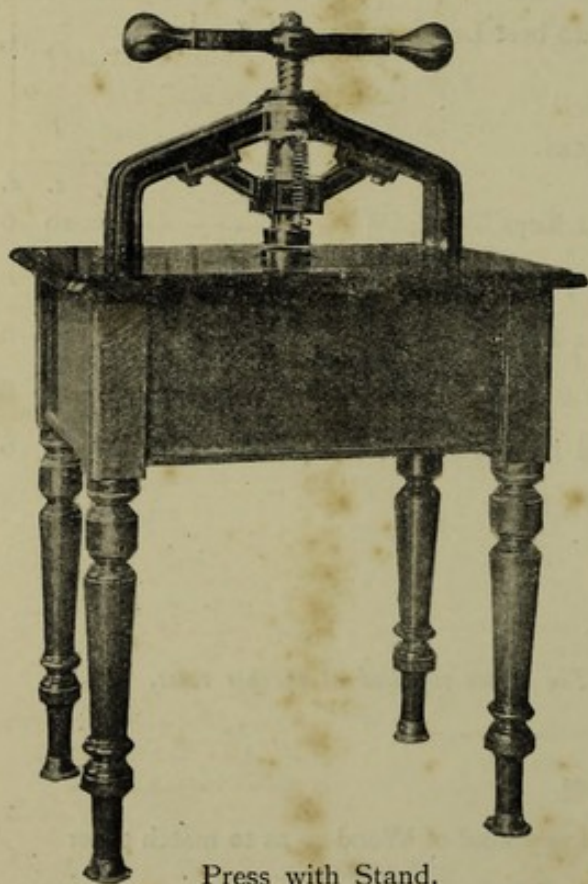
Fetter Lane, Fleet Street, London, E.C.

EMBOSSING PRESSES FOR SEALS—LARGE SIZE.

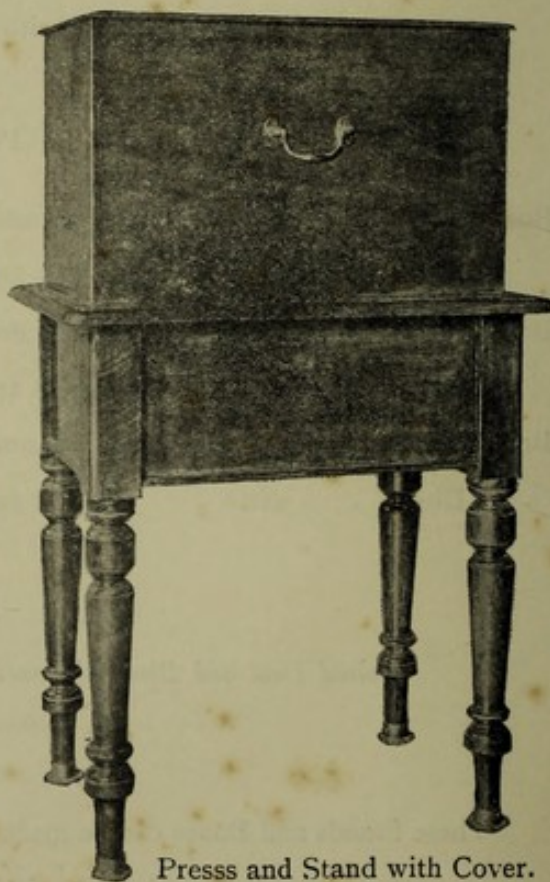


For
Stamping Large
Documents
without Folding.

Press with Seal fitted ready for use. Prices Complete on Application.



Press with Stand.



Press and Stand with Cover.

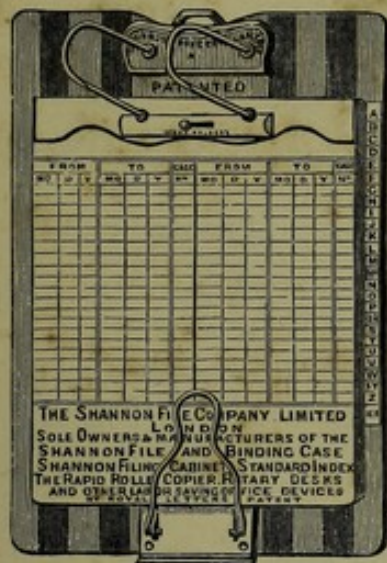
Prices Complete on Application.

SHAW & SONS, Stationers and Lithographers,

The following Selection contains the latest and most approved kinds of Letter Files for keeping Correspondence, Invoices, &c.

THE "SHANNON" LETTER AND BILL FILE.

PRICES.



DESCRIPTION.	QUARTO. EACH.	FOOLSCAP. EACH.
	s. d.	s. d.
Complete as Illustrated	5 6	6 6
Without Perforator	4 3	5 3
Board and Clip only	2 6	3 0

BINDING CASES.

DESCRIPTION.	EACH.	FOR SIX.	PER DOZ.
	s. d.	s. d.	s. d.
Quarto size, complete	1 9	10 0	18 0
Foolscap size	2 0	11 6	22 0
Perforators... ..	1 3	—	—

THE "OFFICE" FILE.

Stout, Tough
Manilla
Cardboard.



No
Perforation
required.

Advantages of this File are:—

- Papers do not require to be perforated.
- The File is so arranged that loose papers cannot fall out.
- It is invaluable for matters in suspense, or
- For temporary storage of papers to keep the office desk clear.

Supplied in four assorted Colours—Buff, Grey, Green, and Orange.

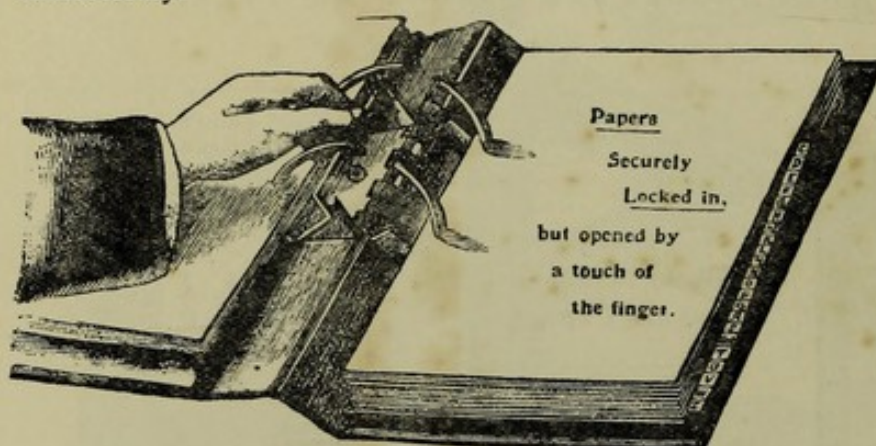
PRICE.

Foolscap Size 4s. 6d. per doz. or 32s. per 100.

Fetter Lane, Fleet Street, London, E.C.

THE "SEQUENCE" FILE.

This File is made to close like a book. It is self-indexing, both alphabetical and chronological order being secured. By a touch of the spring any paper can be conveniently examined without removal, or withdrawn and replaced without disturbing other papers on the File. Disarrangement or loss of papers is impossible, and folding and endorsing are unnecessary.



A Perforator is
essential.

One is sufficient for
any number
of Files.

Price, 2s. each.

PRICES.

SIZE.	EACH.	SIZE.	EACH.
	s. d.		s. d.
Quarto, with Index—		Foolscap, with Index—	
No. 1 Quality, Cloth backs...	2 0	No. 1 Quality, Cloth backs...	2 6
No. 2 „ Moleskin backs	3 0	No. 2 „ Moleskin backs	3 6

"SEQUENCE" FILE CABINET.

SLIDES OR
DUST COVERS.

To meet the demand for a Cabinet of Files at a reasonable price, we have introduced an attractive polished Wood Cabinet for 6 or 12 Files.

The Cabinet has a flat top, which is available as a shelf.

Cabinet for 6 Files—Letter size	...	s. d.	8 6
Do. Foolscap size	...	9 6	

Quarto	...	per doz.	s. d. 4 0
Foolscap	..	„	6 0

SHAW & SONS, Printers and Publishers,

SHAW'S "PERFECTION" FILE.

Made of Stout, Tough Manilla Paper, strong and lasting. Supplied in Four Assorted Colours, viz., Buff, Grey, Green, and Orange.



OPEN.



CLOSED.

The advantages of the "Perfection" File are:—

A Separate File for each Subject or Correspondent.

Letters and Answers can be filed together.

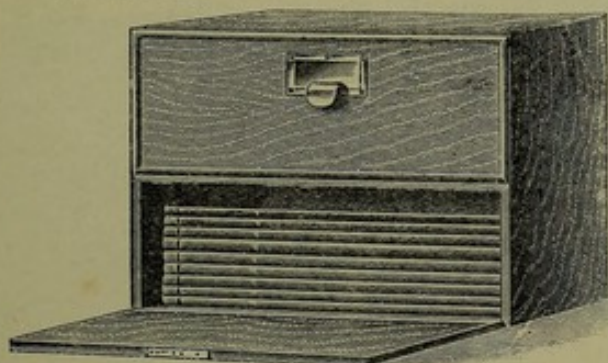
Facility of Reference.

Different Colours for Various Matters.

Takes up no more room than the actual Papers filed.

PRICES.				Per doz.		Per 100.	
				s.	d.	s.	d.
Quarto or Foolscap Size	4	6	32	0

CABINETS ON EXPANSION SYSTEM.



SOLID WOOD STAINED OAK.

Outside dimensions of Two-Compartment Cabinet:—

Width, 15½ in.; Height, 12½ in.; Depth, 11 in.

Price, 10s. 6d., without Files.

The above Cabinets designed to hold one dozen Files, either Quarto or Foolscap.

Additional Cabinets can be fitted one upon the other as required, on the Building-up System.

PERFORATOR.

Price 1s. 9d.

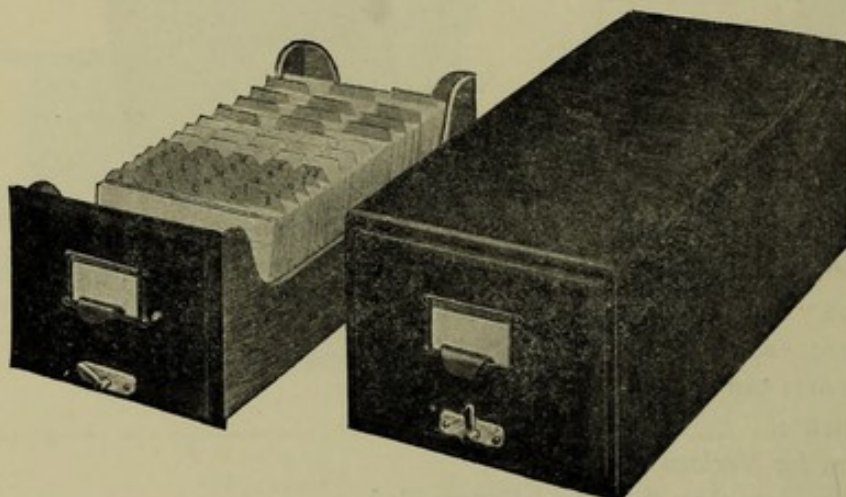


THE "ADVANCE" CARD SYSTEM.

A simple and reliable scheme for Recording, Arranging, Classifying and Indexing Business Data. Can be adapted to the practical use of all business and professional men.

The following COMPLETE OUTFITS are recommended for those starting the System.

Stocked in Figured Oak Polished, and in Wood Covered Leather Grain Cloth.



No. 531, Oak.
Price 20s. Complete.

Please state when ordering whether Revolving Rods or Round Pull-out Rods are required.

DESCRIPTION.	No.	5" × 3" CARDS.	No.	6" × 4" CARDS.
Single Drawer Oak Cabinet, containing 1,000 No. 2 White Ruled Record Cards, 1 Set (25 Cards) Alphabetical Guides, and 25 Blank Guides ...	531	s. d. 20 0	641	s. d. 26 0
Two Drawer Oak Cabinet, containing 2,000 No. 2 White Ruled Record Cards, 1 Set (25 Cards) Alphabetical Guides, 1 Set each Monthly and Numerical (31 Cards) Guides; also 25 Blank Guides ...	532	38 6	642	49 6
Four Drawer Oak Cabinet, containing 3,000 No. 2 White Ruled Record Cards, 1 Set (40 Cards) Sub-divided Alphabetical Guides, 1 Set each Monthly and Numerical (31 Cards) Guides, and 25 Blank Guides ...	534	65 6	644	80 0

CLOTH COVERED CABINETS,

Fitted as above, but Cream Manilla Record Cards instead of No. 2 White.

NO. OF DRAWERS.	No.	5" × 3" CARDS.	No.	6" × 4" CARDS.
One ...	531c	s. d. 14 0	641c	s. d. 17 3
Two ...	532c	27 3	642c	33 3
Four ...	534c	46 0	644c	55 3

All Drawers fitted with Rods. If no Rods, 1s. per Drawer less.

Full Catalogue on Application.

SHAW & SONS, Stationers and Lithographers,

THE "FACILE" VERTICAL FILING CABINET.

OAK CABINET.

FUMED OAK, with Oxydised Copper Fittings.



This is the Up-to-Date method of Filing Correspondence or Papers—either alphabetical, numerical, or geographical. Capacity about 20,000 Letters.

	£	s.	d.
4-Drawer Section, to hold Quarto Papers	7	5	6
Do. do. Foolscap do.	8	0	0

Guide Cards and Folders extra.

Inside Measurement of each Drawer:—

For Quarto Papers—

24in. deep. 10in. high. 12in. wide.

For Foolscap Papers—

24in. deep. 10in. high. 14in. wide.

PATENT STEEL UPRIGHT VERTICAL FILING CABINET.

JAPANNED STEEL.



The immense superiority of Steel Filing Cabinets as a repository for papers is self-evident. Documents of importance, that is all documents which are worth keeping at all, require to be protected against dust, dirt, fire, damp, and white ants. No wooden cabinet can do this.

Four Steel Letter Filing Drawers. Total filing capacity, 20,000 papers. Size of Cabinet as illustrated, 51½in. high, 17in. wide, 28½in. deep. Each drawer is fitted with an extending tray so that the full capacity of the drawer may be utilised. If more than four drawers are required, a second cabinet may be placed alongside the first one, and so on, as more filing accommodation is required.

Price £8.

To take Quarto or Foolscap Papers.

Guide Cards and Folders extra.

Also—

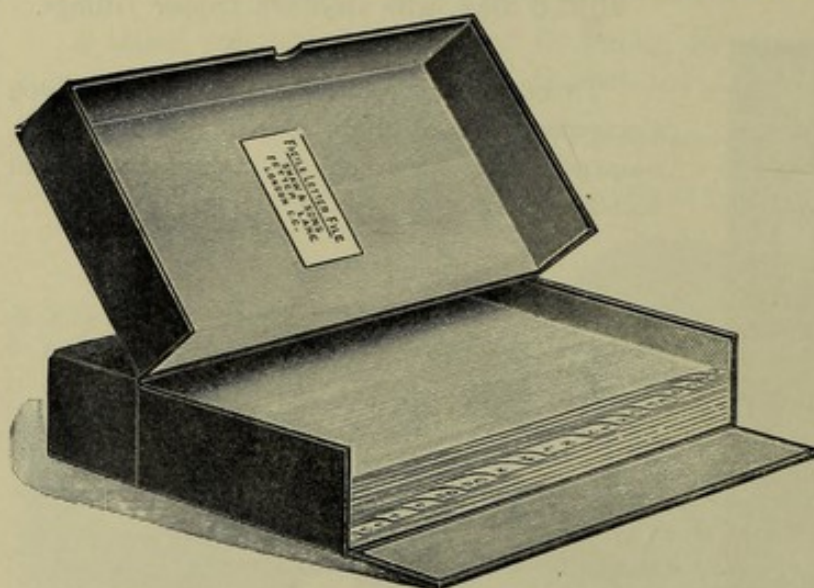
	£	s.	d.
No. VF 5. Two-drawer Steel Vertical Letter Filing Section for Folders, 14½ × 9½, size 33½ × 12½ × 16½in. back to front	3	5	0

No. VF 9. Two-drawer Steel Vertical Letter Filing Section for Folders, 14½ × 9½. Extra deep to hold more letters, size 33½ × 12½ × 21½in. back to front	4	10	0
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Folders, 14½ × 9½in., 7s. per 100; Guides, 15s. per 100.

Fetter Lane, Fleet Street, London, E.C.

SHAW'S "FACILE" LETTER FILE.



Dust-proof, Orderly,
Useful, and Practical.

Strongly made.

Covered Cloth in
Three Colours:

Maroon, Green, Red.

PRICES.

SIZE.	INSIDE MEASUREMENT.			EACH.		PER DOZ.	
	in.	in.	in.	s.	d.	s.	d.
Octavo	8 $\frac{3}{4}$	by 5 $\frac{3}{4}$	by 1 $\frac{3}{4}$	1	0	10	6
Quarto	10 $\frac{3}{4}$	„ 8 $\frac{3}{4}$	„ 2	1	6	16	6
Foolscap	13 $\frac{3}{4}$	„ 9 $\frac{1}{4}$	„ 2 $\frac{1}{2}$	2	0	22	0
Music	14 $\frac{3}{4}$	„ 10 $\frac{3}{4}$	„ 2 $\frac{1}{2}$	2	6	27	6
Special size for Book-way Parchments ...	16 $\frac{3}{4}$	„ 11 $\frac{1}{2}$	„ 2 $\frac{1}{4}$	3	0	33	0

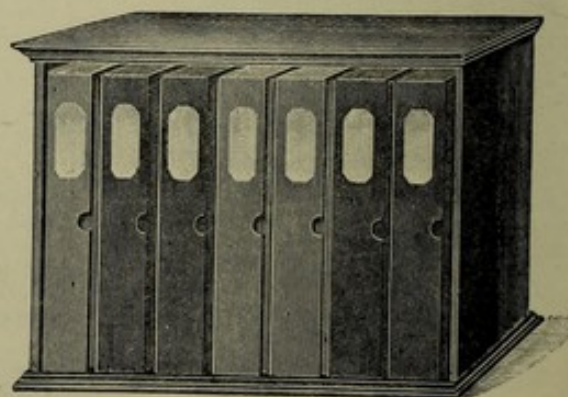
Loose Indexes of Stout Manilla Sheets, Indexed A to Z., 9d. the Set.

Special Sizes made to Order.

"FACILE" FILE CABINET.

SUPERIOR POLISHED WOOD CABINETS
to hold Facile Files:—

SIZE.	EACH.
	s. d.
Foolscap size (Cabinet only) ...	9 6
Quarto size do. ...	8 6

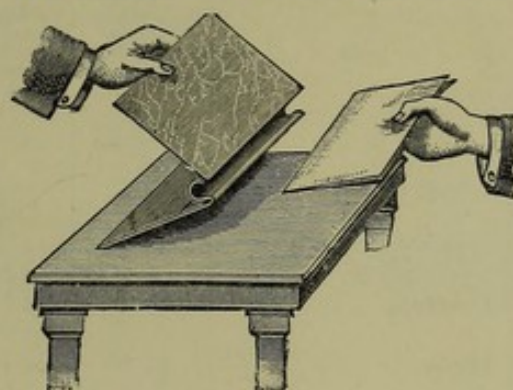


SHAW & SONS, Printers and Publishers,

SPRING BACK PORTFOLIOS.

PATENT
AUTOMATIC PORTFOLIO.

INSTANTANEOUS BINDER.



No.	SIZE.	PRICE EACH.	No.	SIZE.	PRICE EACH.
		<i>s. d.</i>			<i>s. d.</i>
1	Octavo, for Letters... ..	1 6	1	Octavo, for Statements, Notes, Pamphlets, &c.	1 0
2	Quarto, for Letters	2 0	2	Quarto, for Letters, Invoices, &c.	1 3
3	Foolscap, for Official Papers	2 6	3	Foolscap, for Official Papers, &c.	1 9
4	Music	3 0	4	Music size	2 6

LEVER MECHANICAL LETTER BINDER.

For Binding Loose Sheets or Letters.

BINDER, SHOWING NEEDLES AND
HANDLE OF SPRING.

BINDERS.	BEST QUALITY. EACH.	SECOND QUALITY. EACH.
Size.	<i>s. d.</i>	<i>s. d.</i>
No. 1, Quarto, 12 in. by 10 in.	10 6	4 6
No. 2, Foolscap, 14 in. , 11 in.	14 6	7 6

REFILL COVERS with Index.



COVERS FILLED WITH LETTERS.

COVERS.	BEST QUALITY. PER DOZ.	SECOND QUALITY. PER DOZ.
	<i>s. d.</i>	<i>s. d.</i>
No. 1, Quarto, 12 in. by 10 in.	18 0	6 6
No. 2, Foolscap, 14 in. , 11 in.	24 0	10 6

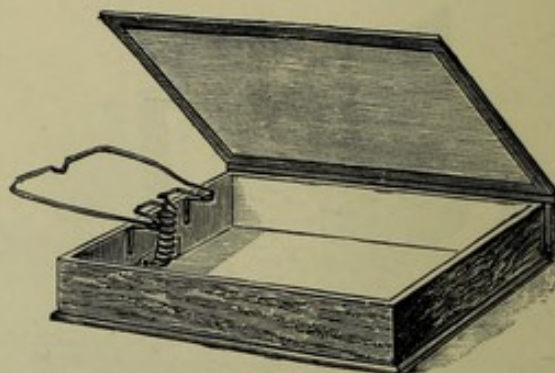
Fetter Lane, Fleet Street, London, E.C.

BOX FILE—STOP ACTION SPRING.

Any size made to order.

PRICES.

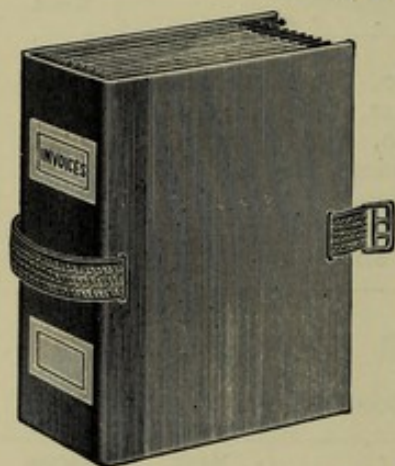
SIZE.		No. 1 Quality. "Paragon" Covered Cloth Back and Sides.	No. 2 Quality. Quarter Bound Red Cloth Backs, Paper Sides.
		s. d.	s. d.
Large Octavo	each	1 6	0 10
Quarto	... "	2 0	1 3
Foolscap	... "	2 6	1 6
Music	... "	3 6	2 0



THE "POPULAR" FILE.

A tough 21-Pocket A, B, C Case, bound in Green Cloth, with Green Manilla sides.

PRICES.



SIZE.		INCHES.	EACH.	
			s.	d.
Large Octavo	11½ by 6	2	3
Quarto	11½ " 9	2	6
Foolscap	14 " 9	3	6

THE "RADIANT" FILE.

Self-Indexing.

Superior Finish,
Calico Back,
Metal Corners.



Metal Parts
Nickelled
to Prevent Rust.

Illustration showing File open flat.

COMPLETE.

Quarto Size, 12 in. by 10 in. 1/6 each.
Foolscap Size, 14 in. by 10 in. 1/9 "

Transfer Cases, with Index.

Quarto Size 1/- each.
Foolscap Size 1/2 "

Perforator, 1/9 each.

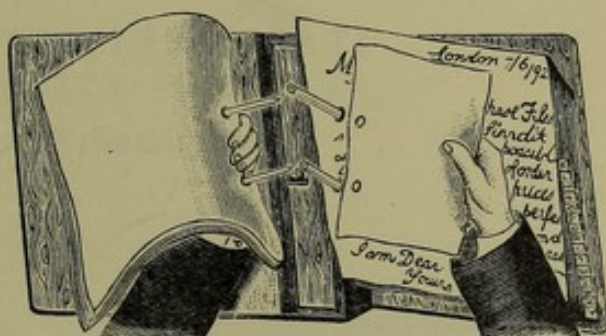
SHAW & SONS, Stationers and Lithographers,

THE "PILOT" FILE.

Files Papers like the Leaves of a Book.

No.	SIZE.	EACH.
		s. d.
1	Quarto, with Index ...	1 0
2	Foolscap ,, ...	1 3

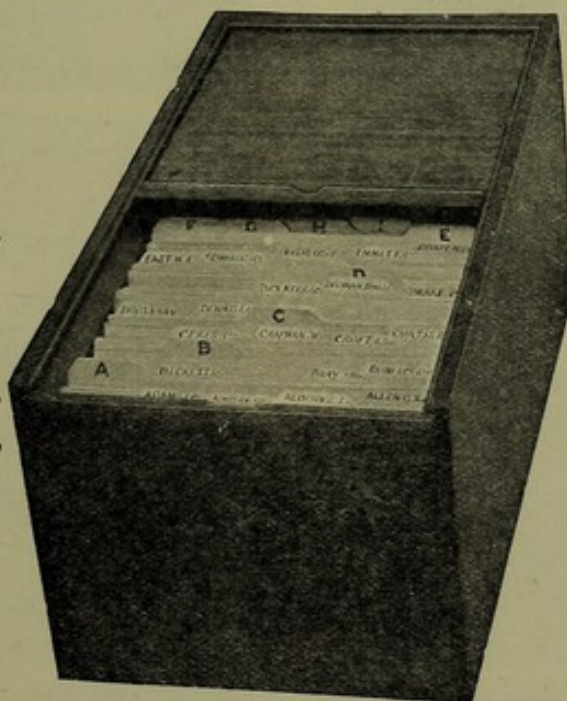
PERFORATORS, 1s. 9d. EACH.



"UNIQUE" VERTICAL FILING SYSTEM.

COMPLETE OUTFIT
of
EXCEPTIONAL VALUE,
20s.

With Roll Top, in
Selected Fumed Oak,
dovetailed throughout,
solid construction
and best finish,
with Lock.



Fitted with
Follower Block,
1 Set

*Alphabetical Guides,
and 50 Strong
Manilla Folders.

*Numerical Guides and
Folders can be supplied
if preferred at the same
price.

When you want to refer to a letter from say Beckett & Co., you don't have to wade through other various correspondence to find the same, as Beckett & Co.'s letters, together with the duplicates of your replies thereto, are all in the one Portfolio or Folder, clearly tabbed Beckett & Co. Is this not a great advantage over the old style of Filing?

SIZE AND PRICE.

- No. 1012. Quarto, 24 in. long, 13½ in. wide, 12½ in. high outside,
fitted complete as above ... 20s. 0d.
No. 1013. Foolscap, 24 in. long, 15½ in. wide, 12½ in. high outside,
fitted complete as above ... 24s. 0d.

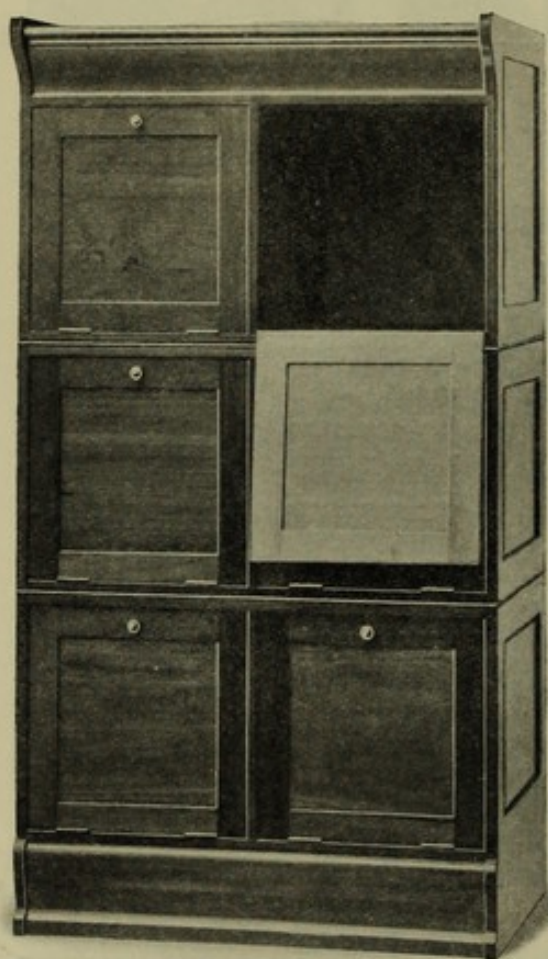
Extra for Strong 4-Leg Oak Base, 18 in. high—

- Quarto size ... 6s. 6d. Foolscap size ... 7s. 6d.

Fetter Lane, Fleet Street, London, E.C.

STATIONERY LOCKER CABINETS.

For holding Papers, Books, &c.



BRITISH MANUFACTURE.

Well made in Bass Wood,
Stained and Varnished

Price—Complete as illustrated—

£3 18s. 6d.

Delivered Carriage Paid.

Outside Measurements—

Height—4 feet.

Width—26 inches.

Depth—19½ inches back to front.

26 in.

19½ in.—

These Cabinets are made in Three Sections on the Building-up System. Centre Sections can be added as required, and are supplied—Carriage Paid—for 24s.

SHAW & SONS, Printers and Publishers,

STATIONERY LOCKER CABINETS.

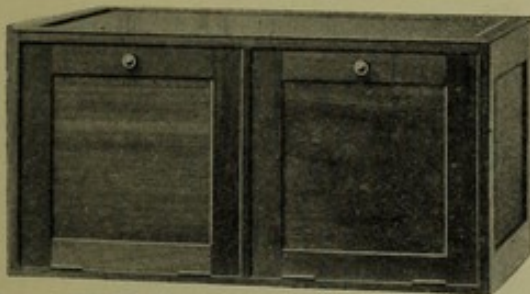


Made in 3 Sections as shewn—

TOP SECTION.

CENTRE „

BOTTOM „



The Inside Measurements of each Locker or
Cupboard is

12 in. by 12 in. by 16 in. back to front.



Price for the 3 Sections—Complete—

£3 18s. 6d.

Carriage Paid.

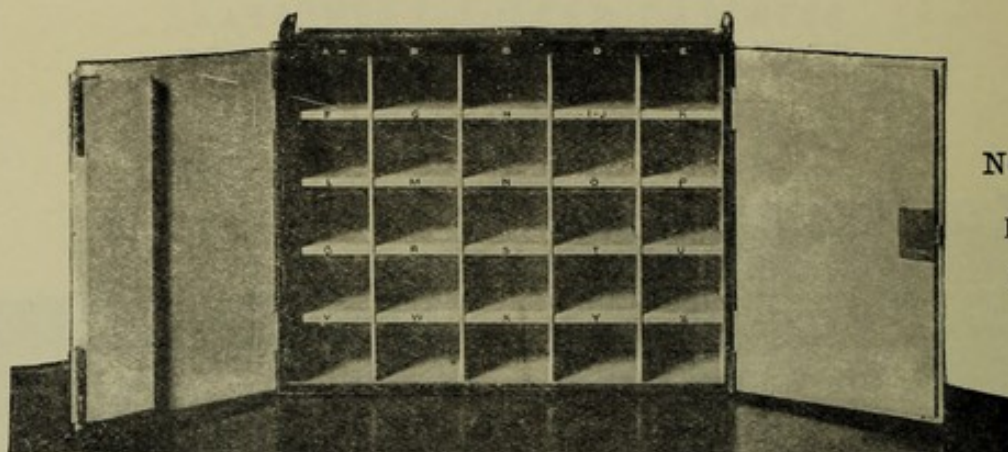
26 in.

19½ in.

And additional Centre Sections at 24s., Carriage Paid.

Fetter Lane, Fleet Street, London, E.C.

NEW PIGEON HOLE CABINET.



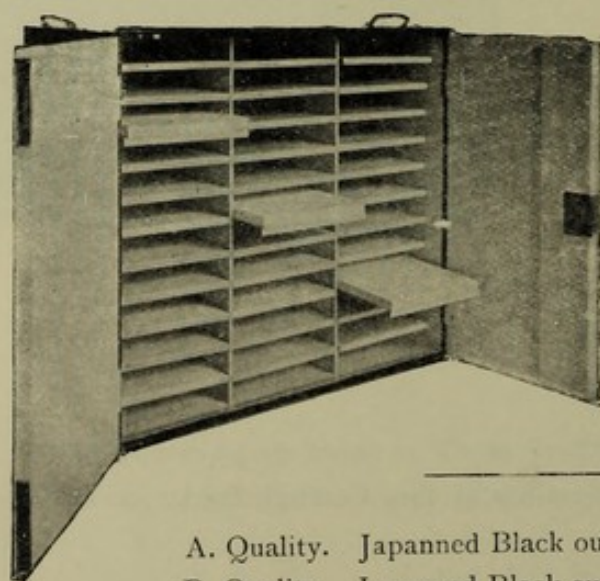
No. III.

Price
52/6.

This Pigeon Hole Cabinet is made of the best Japanned Tin. There are 25 pigeon holes, lettered, as shown in illustration. The Cabinet is Black Japanned outside and Blue inside.

Size of Cabinet—depth, 10 in.; breadth, 25 in.; height, 19½ in. Size of Pigeon Holes—depth, 7¾ in.; breadth, 5 in.; height, 3½ in. Price £2 12s. 6d.

IMPROVED FORM CABINET FOR MAGISTERIAL FORMS.



No. IV.

Made of the best Japanned Steel with 36 Sliding Shelves. Size to hold Foolscap Forms. Best London Make, with Lock and Key.

- | | | | |
|-------------|---|-----|-------------|
| A. Quality. | Japanned Black outside and White inside | ... | £4 17s. 6d. |
| B. Quality. | Japanned Black outside and Black inside | ... | £4 7s. 6d. |

SHAW & SONS, Stationers and Lithographers,

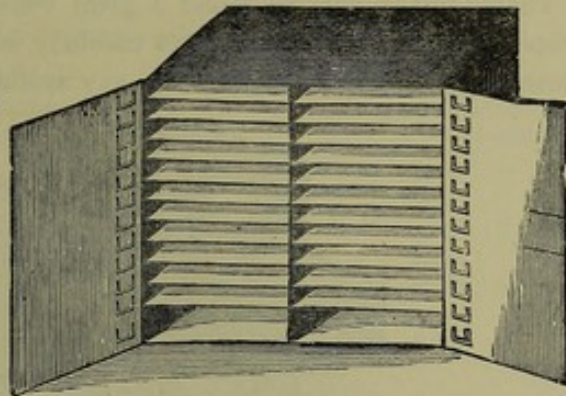
JAPANNED JUDICATURE AND BANKRUPTCY FORM BOXES.

No. V.

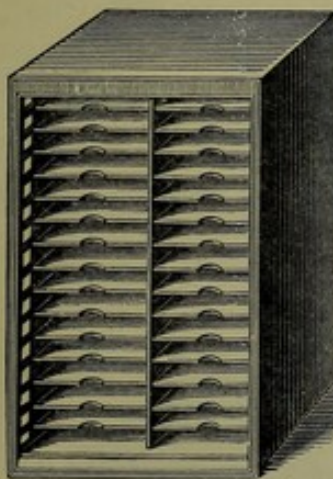
Made of Best Steel, Japanned Black and White, Lever Lock and 2 Keys.

TO HOLD MAGISTERIAL OR JUDICATURE FORMS.

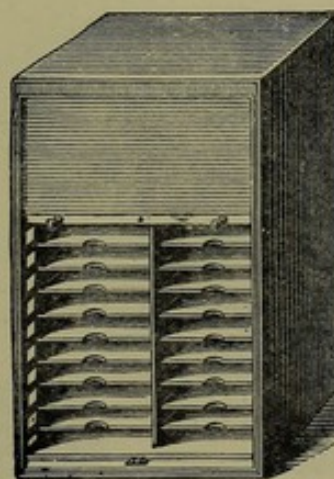
- No. C. 12 Compartments ... £1 3s. 6d.
No. D. 24 Compartments ... £1 19s. 6d.



NEW AND IMPROVED FORM CABINET FOR MAGISTRATES' CLERKS.



VIEW OF CABINET OPEN.



VIEW OF CABINET PARTLY CLOSED.

No. VI.

This Cabinet contains 32 spaces, $8\frac{3}{8}$ in. by $1\frac{1}{8}$ in., for Forms.

It can be had with or without Revolving Shutter.

Outside measurement—
Width, $18\frac{1}{2}$ in.; Height, 29 in.; Depth, $16\frac{1}{2}$ in.

PRICES.

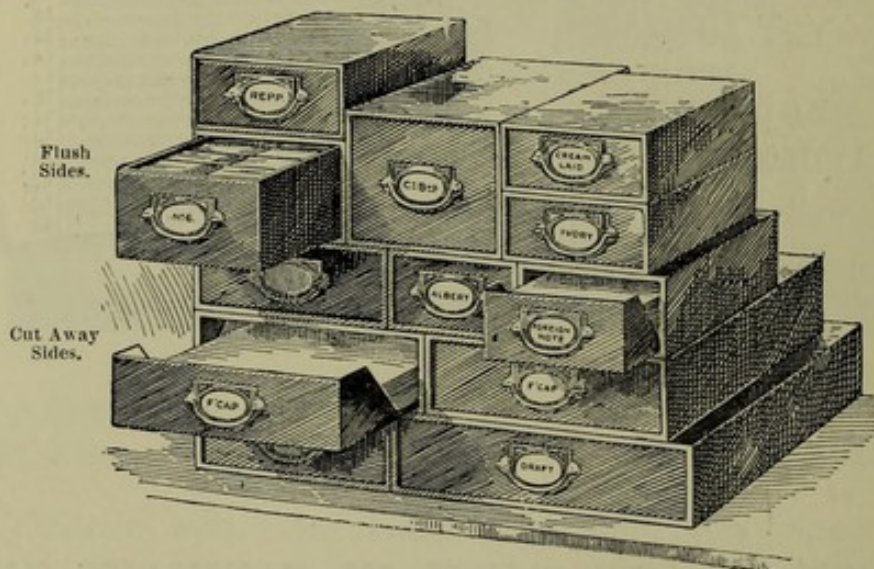
				£	s.	d.
No. 1.	Foolscap, with Shutter	3	3	0
No. 2.	„ without „	2	7	0

Fetter Lane, Fleet Street, London, E.C.

STONE'S PATENT DRAWER BOXES.

For Forms, Stationery, &c.

These Boxes will be found a great convenience by Solicitors and professional men, keeping Papers and Documents carefully sorted, clean, and orderly. As shown in the illustration, they can be stacked in any available space on shelf or table.

*Special Sizes made to Order.*

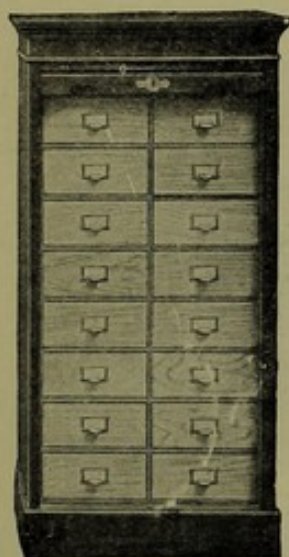
SPECIAL PRICES FOR QUANTITIES.

SIZES AND PRICES.

No.	SIZE AND DESCRIPTION.				PRICE EACH.
	<i>With Side of Drawers cut away.</i>				<i>s. d.</i>
162	Post Octavo, for Private Notepaper ...	Long.	Wide.	Deep.	
163	Large Octavo, for Business Paper ...	7½ by	4½ by	2½	1 6
166	Large Quarto, for Letter Paper ...	8½ "	5½ "	2½	1 9
168	Foolscap Folio ...	10½ "	8½ "	2½	2 3
172	Music Folio ...	13½ "	8½ "	2½	3 0
174	Large Post, for Bankruptcy Forms ...	14¾ "	11 "	2½	3 6
175	Demy, for Blotting Paper ...	17 "	10½ "	2½	4 0
	<i>With Flush Sides.</i>				
185	Post Octavo, for Court Envelopes ...	18 "	11¾ "	2½	4 6
186a	Large Octavo, " " ...	14 by	5½ by	4	2 6
188a	For No. 6 Business Envelopes ...	14 "	5½ "	4½	3 0
189	Foolscap Envelopes ...	14 "	5¾ "	3½	2 9
176	Deep Boxes for Foolscap Documents ...	9 "	9½ "	4½	3 0
		14½ "	9 "	6	5 0

SHAW & SONS, Printers and Publishers,

DRAWER CABINETS.

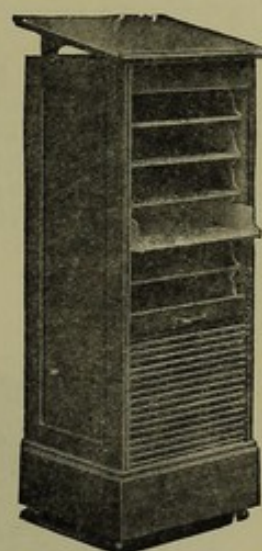


Shutter Front Self-locking Filing Cabinet, drawers foolscap size; metal drawer pulls to hold contents cards.

No.	DESCRIPTION.	Fumed Oak.	Finished Walnut or Mahogany.
		£ s. d.	£ s. d.
1	Containing 8 drawers, width 14½in....	2 6 6	2 10 9
2	(As illustration), width 24in....	3 3 6	3 9 0
3	Containing 24 drawers, width 32½in....	4 8 6	4 16 0
4	Containing 32 drawers, width 43½in....	5 14 0	6 3 0

No. 23. Filing Cabinet with adjustable top for use as a desk; fitted with 9 sliding trays; 47in. high.; 19in. wide 17in. deep.

	£	s.	d.
Fumed Oak	3	3	6
Finished Walnut or Mahogany	3	9	0



SHAW & SONS' "POPULAR" CABINETS.



Strongly made in Wood and covered Cloth, with Brass handles.

Inside measurement of Drawers, 14×9×2½in.

No.	DESCRIPTION.	EACH.
		s. d.
1	Four Foolscap Drawers ...	5 6
2	Six „ „ „ ...	7 6

Fetter Lane, Fleet Street, London, E.C.

SUPERIOR DEED BOXES.

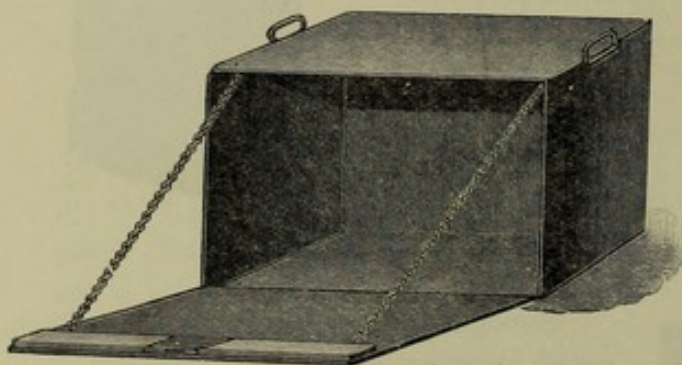
BEST LONDON MAKE OF SELECTED STEEL PLATES

LIFT-UP LID BOXES.

JAPANNED BLACK INSIDE AND OUT,
and finished in Best London Style.



No.	SIZE.			A Quality, with Hobbs' Lock and Polished Top.		B Quality, with Lever Lock and Japanned Top.		C Quality, with Common Lock and Japanned Top.	
	Length.	Width.	Depth.	s.	d.	s.	d.	s.	d.
L. 1	13 in. by	9 in. by	8 in. ...	12	6	10	6	9	0
L. 2	14 in. „	10 in. „	9 in. ...	14	0	12	0	10	0
L. 3	16 in. „	11½ in. „	10 in. ...	15	6	13	6	11	6
L. 4	18 in. „	13 in. „	11 in. ...	19	6	16	0	13	6
L. 5	20 in. „	14 in. „	12 in. ...	24	6	19	6	16	6
L. 6	23 in. „	16 in. „	14 in. ...	27	6	22	6	18	0
L. 7	26 in. „	18 in. „	16 in. ...	32	0	27	0	22	6



FALL-FRONT BOXES.

JAPANNED BLACK INSIDE AND OUT,
and finished in the Best London
Style.

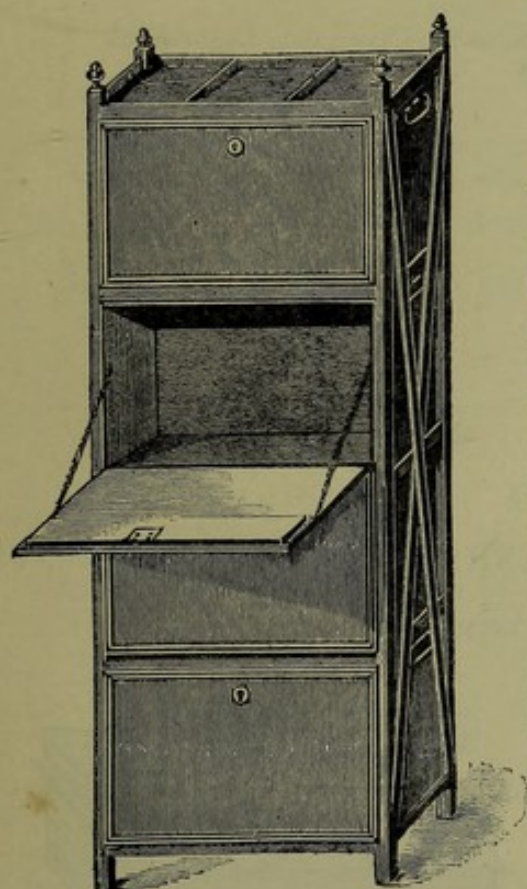
No.	SIZE.			A Quality, with Hobbs' Lock and Polished Front.		B Quality, with Lever Lock and Japanned Front.	
	Length.	Width.	Depth.	s.	d.	s.	d.
F. 1	14 in. by	10 in. by	10 in. ...	19	6	11	6
F. 2	18 in. „	14 in. „	12½ in. ...	25	6	17	6
F. 3	20 in. „	14 in. „	14 in. ...	29	0	21	0
F. 4	23 in. „	16 in. „	16 in. ...	32	0	23	6

Any size made to order. The qualities differ slightly in size.

Lettering on Deed Boxes—White 1s. 6d., Gold, 2s. 6d. per doz. Letters.

SHAW & SONS, Stationers and Lithographers,

BEST QUALITY LONDON MADE DEED BOXES.



These Boxes are made of
SIEMEN'S STEEL PLATES,
well Japanned Black inside and out, with Polished
Fronts, Lever Locks. Also fitted to best Angle
Iron Stands braced across as illustrated, making
Frame very strong.

SIZE OF BOXES.	3 Boxes and Stand.	4 Boxes and Stand.	6 Boxes and Stand.
Inches.	£ s. d.	£ s. d.	£ s. d.
18 by 14 by 12½ ...	3 10 0	4 5 0	6 17 0
20 „ 14 „ 14 ...	3 19 6	5 7 6	7 19 6
23 „ 16 „ 16 ...	4 19 6	6 10 0	9 17 6

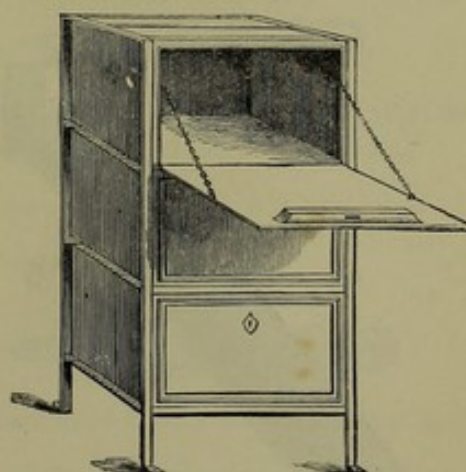
Partitions extra—from 3s. per Shelf or Partition.

SPECIAL SETS OF DEED BOXES.

Second Quality.

Japanned Steel, London Made, with Lever Locks,
fitted to Iron Stand.

SIZE OF BOXES.	3 Boxes and Stand.	4 Boxes and Stand.
Inches.	£ s. d.	£ s. d.
18 by 14 by 12½ ...	3 3 0	3 17 6
20 „ 14 „ 14 ...	3 14 0	4 7 6



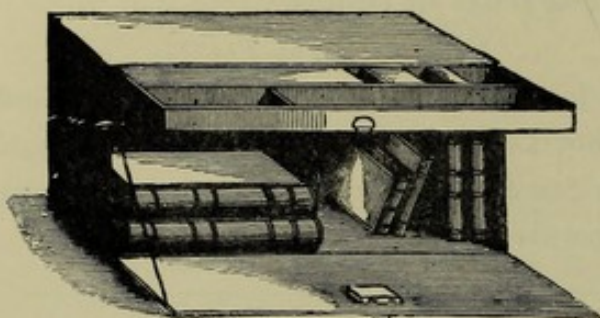
Boxes fitted with Shelves or Partitions from 3s. extra per Shelf or Partition.

DELIVERED CARRIAGE PAID.

Fetter Lane, Fleet Street, London, E.C.

JAPANNED TIN OFFICE BOX.

With Fall Front, Sliding Drawer with Divisions for Paper, &c., Lever Lock and Two Keys.

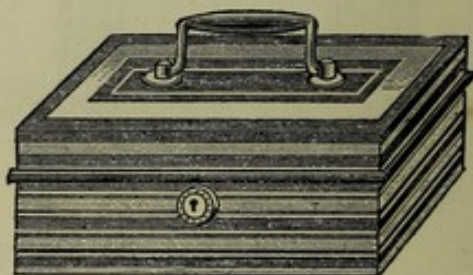


No.	Size.	Each.
	Inches.	s. d.
1	21 by 16 by 12.	32 6
2	28 „ 16 „ 12	42 6

JAPANNED TIN CASH BOXES.

Superior London Make, Very Strong.

SIZE.	First Quality, Hobbs' 4-Lever Lock.	Second Quality, 2-Lever Lock.
Length.	s. d.	s. d.
6 inches	12 0	6 0
7 „	13 0	7 0
8 „	13 6	8 0
10 „	15 0	9 0
12 „	18 6	11 0



MAP OR PLAN CASES.

SIZE.	With Loose Lid.	With Hinged Lid, Hasp, Staple, and Brass Padlock.
Length. Diameter.	s. d.	s. d.
28 by 3 inches ...	4 0	5 6
30 „ 3½ „ ...	5 0	6 6
32 „ 4 „ ...	6 6	8 0
34 „ 4½ „ ...	7 6	9 6
36 „ 5 „ ...	8 6	10 6
36 „ 5½ „ ...	9 6	11 6

Special Sizes made to Order.

SHAW & SONS, Printers and Publishers,

STEEL PENS.

(Same Size as Illustrated.)

THE "POOR LAW" PEN.



Non-corrosive, 5 slits, free and flexible.

Bright Steel, 2s. 6d. per gross box.

THE "MAGISTERIAL" PEN.



Non-corrosive, 5 slits, very free and flexible.

Bright Steel, 2s. 6d. per gross box

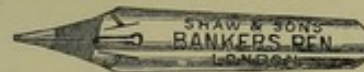
THE "ACORN" PEN.



A first-class Pen, round-pointed. Fine and Medium Points.

Bright Steel, 2s. 6d. per gross box.

THE "BANKERS'" PEN.



Hard and strong. A good Business Pen. Fine and Medium Points.

Covered Aluminium, 2s. 6d. per gross box.

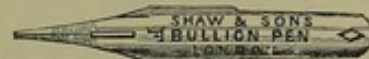
THE "ALUMINIUM" PEN.



Flexible and gliding, rounded point. Fine, Medium, and Broad Points.

Bright Aluminium, 2s. 6d. per gross box.

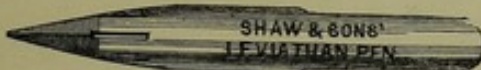
THE "BULLION" PEN.



Non-corrosive, a great favourite. Fine, Medium, and Broad Points.

Gilt, 2s. 6d. per gross box.

THE "LEVIATHAN" PEN.



For bold writing, length preventing holder getting inked.

Bright Steel, 2s. 6d. per gross box.

THE "SHOULDER" PEN.



A good cheap Pen for school or general use. Fine and Medium Points.

Bronze Steel, 1s. 4d. per gross box.

THE "LOCAL GOVERNMENT" PEN.



Moderately rigid, for general use. Fine and Medium Points.

Dull Steel, 2s. 6d. per gross box.

THE "JUDICATURE" PEN.



Very flexible, for bold writing. Fine and Medium Points.

Dull Steel, 2s. 6d. per gross box.

Sample Box, containing one of each sort, 6d.

Fetter Lane, Fleet Street, London, E.C.

STEEL PENS.

(Same Size as Illustrated.)

THE "SOLICITORS" PEN.



Holds a large quantity of ink. Fine and Medium Points.

Dull Steel, 2s. 6d. per gross box.

THE "LEGAL" PEN.



Free and flexible, for law writing.

Dull Steel, 2s. 6d. per gross box.

THE "ACCOUNTANTS" PEN.



Extra strong. Fine and Medium Points.

Covered Aluminium, 3s. per gross box.

THE "FACILE" PEN.



Very suitable for hand-made and rough surface papers. Medium and Broad Points.

Dull Steel, 2s. 6d. per gross box.

THE "RAPIDE" PEN.



Improved Reservoir Pen, for rapid writing. Medium Point.

Dull Steel, 2s. 6d. per gross box.

THE "FOUNTAIN" PEN.



Flexible, extra round-pointed Fountain Pen. Supply of Ink lasts a long time. Medium and Broad Points.

Dull Steel, 2s. 6d. per gross box.

THE "MOTOR" PEN.



Slightly turned-up point. Easy and smooth writing.

2s. per gross box.

THE "GULLIVER" PEN.



Round-pointed. One of the best Pens for bold writing.

Bright Steel, 2s. 6d. per $\frac{1}{2}$ -gross box.

THE "G" PEN.



Rounded Slant Points, for upright writing.

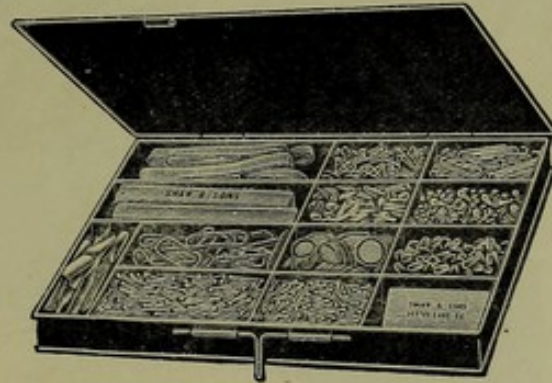
Aluminium, 3s. 6d. per gross box.

Sample Box, containing one of each sort, 6d.

SHAW & SONS, Stationers and Lithographers,

BOX OF DESK SUNDRIES.

Handy, Compact,
Time Saving.



Price ... 8s. 6d.
Complete.

Size of Box, 9½ in. by 6 in. by 1 in. deep.

Black Japanned Tin and Gilt Lettered.

This very useful Box of Desk and Office Requisites has been Specially Designed and Fitted to meet a long-felt want on every Up-to-date Desk and Office Table.

The various Articles are arranged in Separate Divisions ready for immediate use, thereby saving Time and Trouble

The following is a List of the Contents:—

Gem Paper Clips.	India Rubber Bands, ¼-in. (assorted sizes)
Ideal Paper Clips.	Chequered Wafer Seals.
Brass Paper Fasteners (assorted, 4 sorts).	Steel Pens (assorted).
Best Paper Fasteners.	Pins, large and small.
Sealing Wax.	Piece of India Rubber.
Variegated India Rubber Bands.	

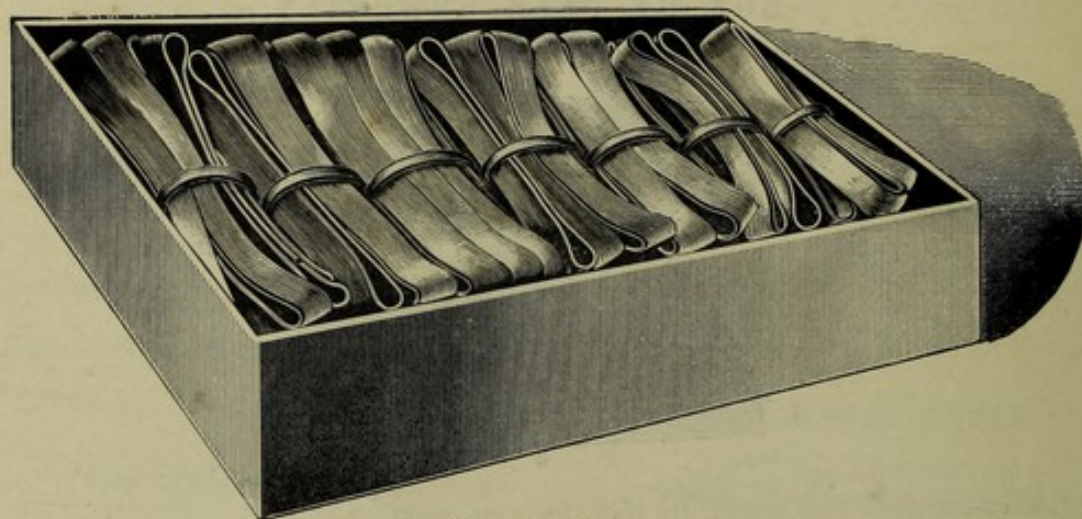
Any of the above Articles can be renewed from time to time as required.

Price Complete, 8s. 6d. each.

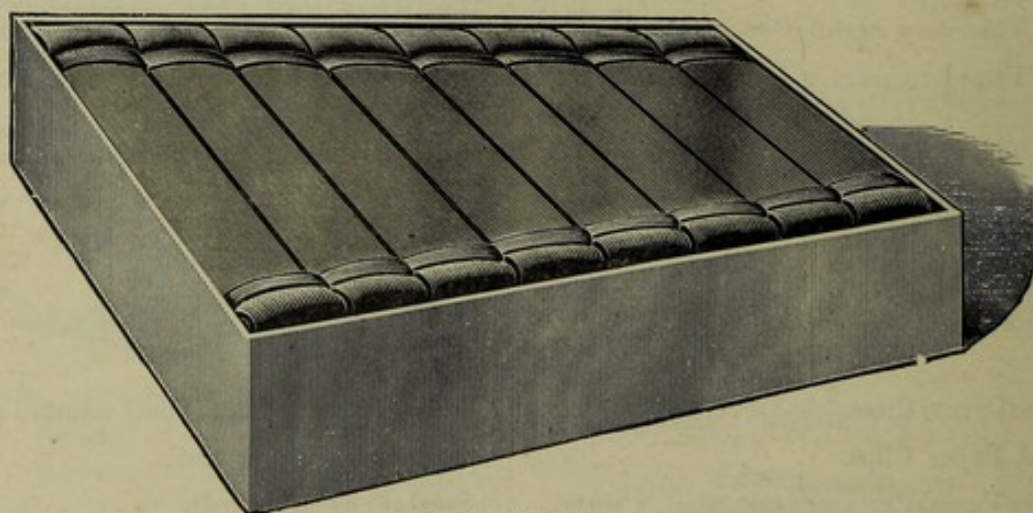
If desired, the Boxes can be supplied Empty at 4s. each.

Fetter Lane, Fleet Street, London, E.C.

ASSORTED BOXES OF RUBBER BANDS.

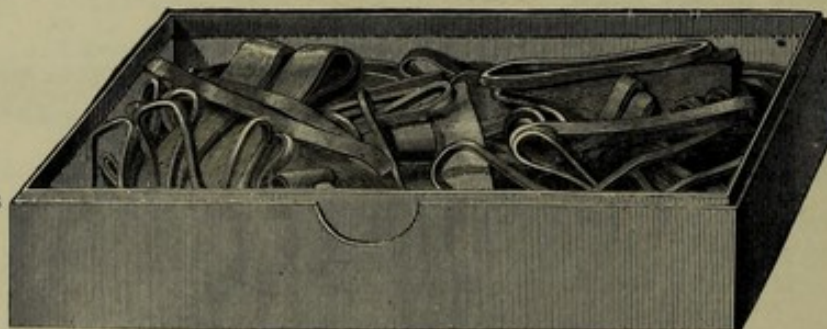
*Quarter-inch Bands.*

No. 60. Box containing 6 dozen $\frac{1}{4}$ -inch Bands, four assorted lengths ... *per box* 2 6

*Half-inch Bands.*

No. 80. Box containing 6 dozen $\frac{1}{2}$ -inch Bands, four assorted lengths ... *per box* 5 0

No. 400.
New
Grey Bands
assorted.

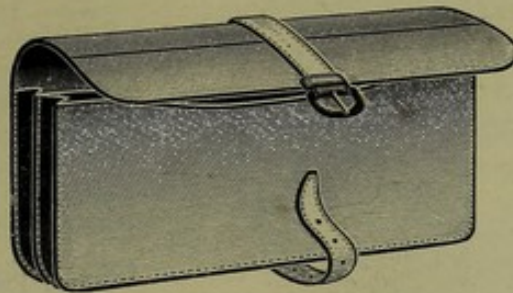


Per
Gross Box,
1/-

SHAW & SONS, Printers and Publishers,

"LIMP" CASES.

SIZES.		In.	In.
No. 1. Brief	15 $\frac{3}{4}$ x 6 $\frac{1}{4}$		
No. 2. Quarto	12 x 8 $\frac{1}{2}$		
No. 3. Foolscap	14 x 9		



PRICES.		Each.
No. 1. Brief	...	14/-
No. 2. Quarto	...	14/-
No. 3. Foolscap	...	15/6

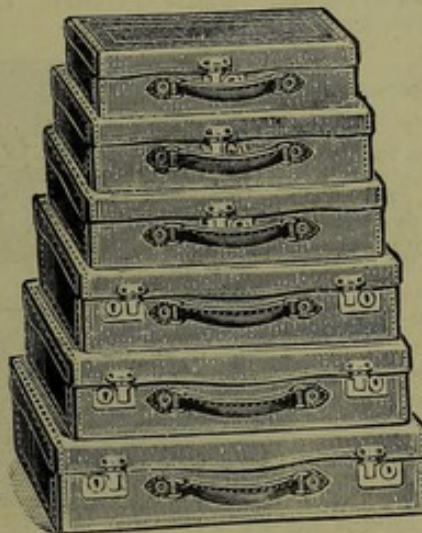
Made in Limp Pigskin, Brown or Green, with two rin. Gussets and Tight Pocket between. Fitted with Strap all round. The Cases expand 2 $\frac{1}{4}$ inches.

"DISPATCH" CASES.

SIZES.
(Outside Measurements.)

	In.	In.	In.
No. 1.	9 x 6 $\frac{1}{2}$ x 2 $\frac{3}{4}$		
No. 2.	12 x 8 x 3		
No. 3.	14 x 9 x 3 $\frac{1}{4}$		
No. 4.	16 x 10 x 3 $\frac{1}{2}$		
No. 5.	17 x 10 $\frac{1}{2}$ x 3 $\frac{3}{4}$		

Any special size made to order.



PRICES.

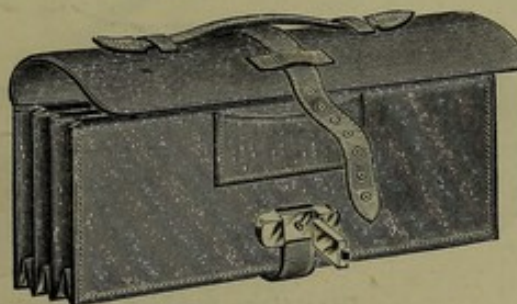
	Quality No. 1. Smooth Nuthide. Lined Green.	Quality No. 2. Best Nuthide. Lined Red. Best Finish	Quality No. 3. Best Hide. Lined Pigskin. Extra Good Finish.
No. 1.	6/3	10/6	11/9
No. 2.	9/-	13/6	15/-
No. 3.	11/9	15/9	19/6
No. 4.	14/-	18/9	22/6
No. 5.	15/-	20/3	24/-

Light and Strong.

Manufactured in three qualities, as follows: No. 1, Smooth Nuthide; No. 2, Best Nuthide; No. 3, Best Hide. 9in. and 12in. fitted with one Nickel Double-action Lock. 14in., 16in., and 17in. fitted with two Nickel Double-action Locks.

"BRIEF" CASES.

SIZES.		In.	In.
No. 1.	...	16 x 7 $\frac{1}{2}$	
No. 2.	...	16 $\frac{1}{4}$ x 10	

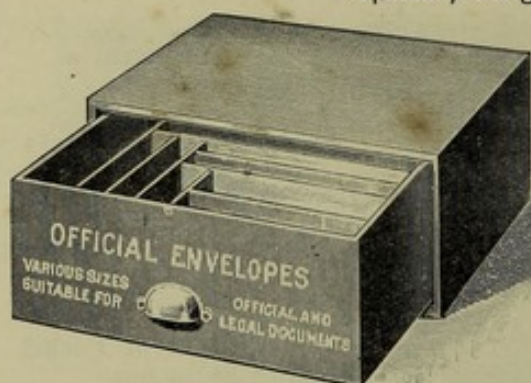


PRICES.		
No. 1.	...	19/6
No. 2.	...	25/-

Solid Brown or Black Cowhide, with three Gusset Pockets. Patent Expanding Strap and Spring Lock. The Case expands to 4 inches.

OFFICIAL ENVELOPE CABINET.

Specially designed to hold large size.



This Cabinet has been designed to hold a complete assortment of the various sizes of envelopes generally in use in Legal and other offices. There are nine compartments, keeping each size distinct and ready to hand. Will hold 600 Stout, "Hercunilla" Envelopes from No. 6 size to Large Deed.

Price 7/6 each.

WOOD, COVERED CLOTH, with BRASS HANDLE.

"EXCELSIOR" AUTOMATIC DUST-PROOF INK PAD
FOR RUBBER STAMPS.

The tendency of all exposed Pads is to accumulate dust.

This is successfully overcome by using this Pad.

The Pad is securely enclosed in a metal cabinet, air tight, with a swinging cover, which opens by the slightest pressure of the stamp on the lower end of the cover.

The cover closes automatically as soon as the stamp is withdrawn.

The Pads are made in six colours, viz.: Red, Scarlet, Violet, Blue, Green, and Black.

Size—Base, 4½ in. by 3¼ in. Height, 4½ in.

Price 3/- each.



SHAW'S "EUREKA" (SANITARY) ENVELOPE AND STAMP MOISTENER.

Simple! Durable! Effective!

Price 3/6 each.

The essential feature of this Moistener is the porous stone composition, which is impregnated with an antiseptic compound, preventing the rancid and sour odour so common and objectionable in other devices for the purpose. It is sold on its merits and if returned as unsuitable within ten days of purchase will be credited in full.



Directions for Use.

If quite dry remove the stone from bowl and soak in water for twelve hours; then fill the bowl half full of water and replace stone, pressing down tightly. One soaking of the stone is sufficient, but the bowl should always be kept well filled with water.

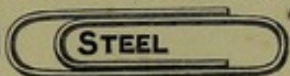
SHAW & SONS, Stationers and Lithographers,

THE "GEM."

Made in two sizes and three qualities, as shewn.



No 1



Large, Steel Wire.

No 2 BRASS



Small, Electro Brass Wire.

No 3 STEEL



Small, Steel Music Wire.

Price: 6d. per box of 100.

THE "NIAGARA."

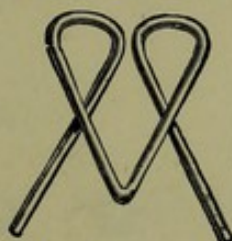
In three Sizes.

Small made in Brass and Steel.



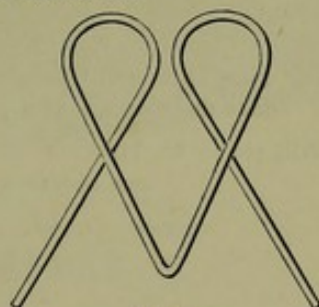
Small.

9d. per box of 100.



Medium.

1s. per box of 100.



Giant.

1s. 3d. per box of 100.

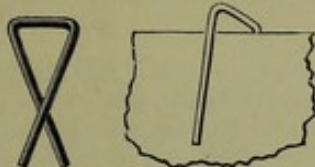
THE "IDEAL."



Neat in appearance, and very ingeniously constructed, with four impinging points, yielding a firm and evenly distributed grip.

Price 9d. per box of 100. 7s. per carton of 10 boxes.

THE "CLINCH."



Attached to Paper.

One size only, in Steel.

Price 9d. per box of 250.

THE "ISOS."



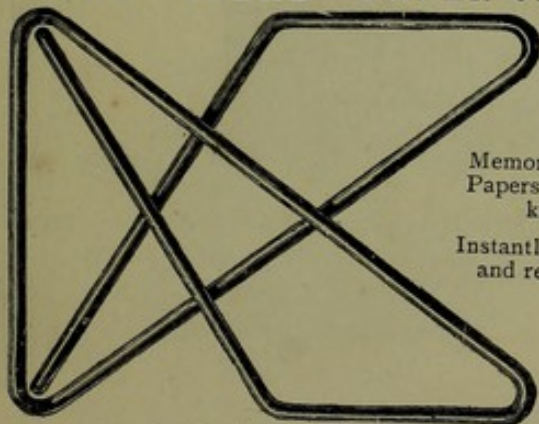
Quickly applied.

Easily removed.

Capacity to hold from two to fifty sheets.

Price 6d. per box of 100.

THE "IDEAL" PAPER CLAMP.

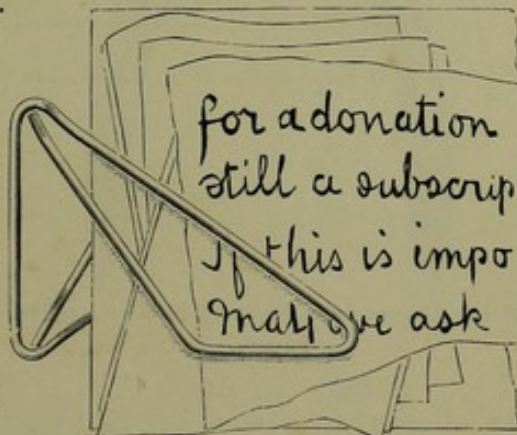


Actual size. Not in use.

For holding Letters, Memoranda, or Papers of any kind.

Instantly applied and removed.

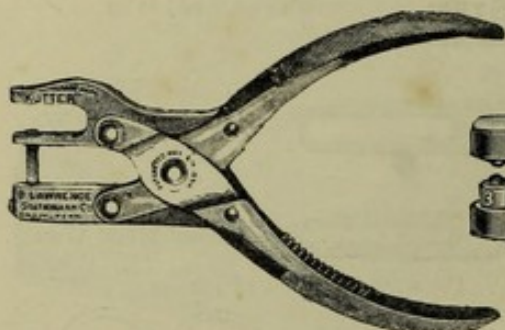
Price 1s. per doz.



Reduced size. In use.

Fetter Lane, Fleet Street, London, E.C.

"KUTTER" PAPER PIERCER.



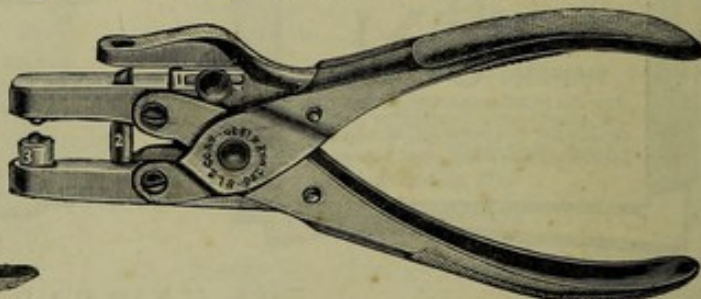
For piercing a small flat hole in papers to admit the insertion of a paper fastener.

Will pierce 80 Thick or 160 Thin Sheets at one operation.

Price 3s. 6d. each.

"TRIUMPH" EYELET PUNCH.

For Eyeletting Papers. Strong, Simple, Durable.

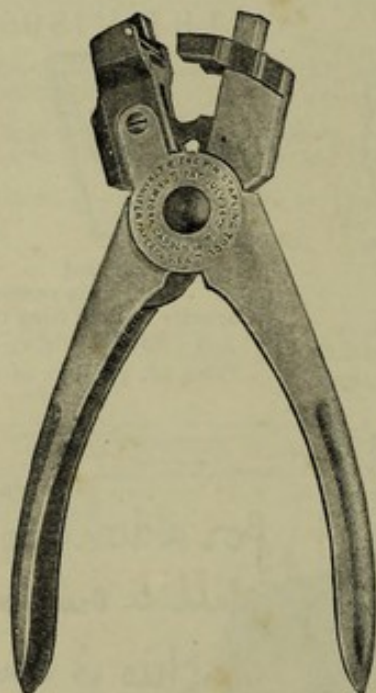


Price 6s. 6d. each.

"TRIUMPH" EYELETS.

	No.	Per Box.	Per Doz. Boxes.
	Nº1.	1 ... 5d.	... 4s.
	Nº2.	2 ... 7d.	... 6s.
	Nº3.	3 ... 10d.	... 9s.

THE PIN STAPLING TOOL.



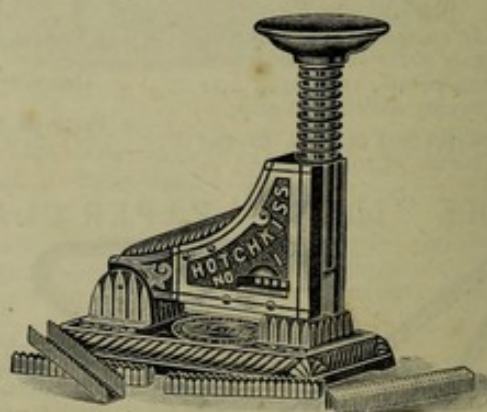
Makes Staples from Ordinary Pins for binding Papers.

Price 9s. each.

PINS to fit above ... 2s. 6d. per lb.

THE "HOTCHKISS" AUTOMATIC STAPLE PRESS.

No. 1.



Uses a Single Strip of 25 Staples. These when inserted in the Machine are Automatically Cut Off and Fed Forward.

Capacity, 25 Sheets of Paper.

Price 6s. each.

STAPLES ... 2s. 6d. per 1,000.

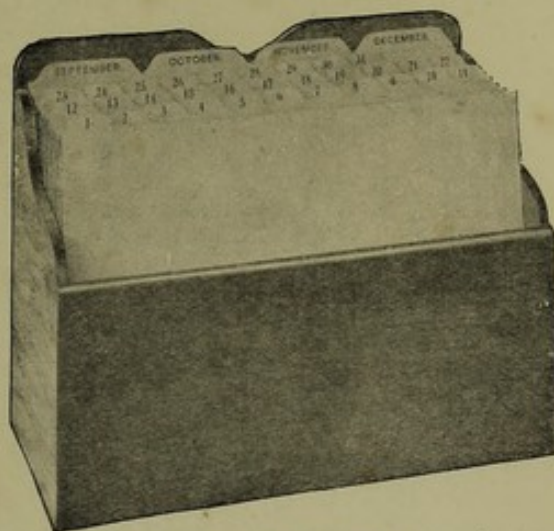
THE AUTOMATIC DAILY REMINDER.

PROVIDES FOR THE FUTURE.

A handsome polished quarter-sawn oak case, fitted with 12 Monthly and 31 Daily Guides.

You simply place the letter or paper behind the guide showing the day upon which it requires attention, and it automatically comes to the front at the correct moment. Your mind is thus left free to deal with current matters.

Size 11 x 9 inches.



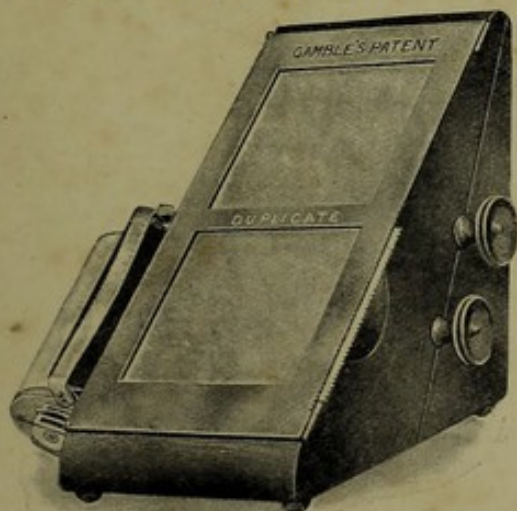
No. 1119. Price 7s. 6d.

A CHEAP TELEPHONE RECORDER.

Gives a permanent record of all Telephone Messages, and when required provides a duplicate for the actual person or department concerned.

The Recorder can be placed on your desk, or hung up on the wall by the telephone. It costs but very little, and it will save its first cost many times over before it has been in your office a month.

It promotes System, Regularity, Neatness, and Promptitude. It entirely does away with haphazard methods, inaccuracies, untidiness, and neglect. It is a little wonder-worker. It saves time, temper, and reputation. It can be used by the principal, the manager, the clerks, and the office boy. There is nothing to learn, and a child could recharge it when the paper rolls are exhausted.



The Recorder is a handsome addition to any office, and it saves its cost in a month.

No. 3. Price 17s. 6d.

Cash with order, 15s. 6d.

REFILLS.—Six Rolls of Duplicating and Recording Paper (three for the inside and three for the outside of box), sufficient for many thousands of messages, 3s.

Fetter Lane, Fleet Street, London, E.C.

SHAW AND SONS,
LOCAL GOVERNMENT PRINTERS AND PUBLISHERS,
FETTER LANE, FLEET STREET,
LONDON, E.C.







