

NOTICE: If the film image
is less clear than this
notice, it is due to the
quality of the document
being filmed

00055

02224

NJL 111042



BUSINESS REPLY ENVELOPE
FIRST CLASS PERMIT No. 670 Sat. 110 P.L.R. New York, N.Y.

NATIONAL LEAD COMPANY
ROOM 1816

111 BROADWAY

NEW YORK, N. Y.

PAINTER'S SERVICE DIVISION



NOTICE: If the film image
is less clear than this
notice, it is due to the
quality of the document
being filmed

00055

NLI 111843

NO ENVELOPE IS REQUIRED

Just fill out order blank, enclose remittance, fold, seal flap and mail

Form 100-20

BEFORE SEALING, are your name and address plainly
written on the other side? Is remittance enclosed?

022

NOTICE: If the film image is less clear than this notice, it is due to the quality of the document being filmed

00055

NLI 111844

NO ENVELOPE IS REQUIRED

Just fill out order blank, enclose remittance, fold, seal flap and mail

BUSINESS RECORD OUTPUT FOR CONTRACTING PAINTERS Price \$3.00 Postpaid		15 Business Record Sheets - 50 Job Record Envelopes 150 pages		2 Monthly Total Balance Sheets		1 Half-Yearly Statement Sheet	
Strong Double Binder, covered with dark green leatherette material		Adjustable Posts will accommodate any number of sheets		3 Dividers and Filibuster Sample Sheets			

NOTICE: If the film image is less clear than this notice, it is due to the quality of the document being filmed

00055

NLL 111845

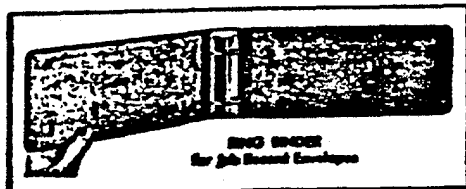
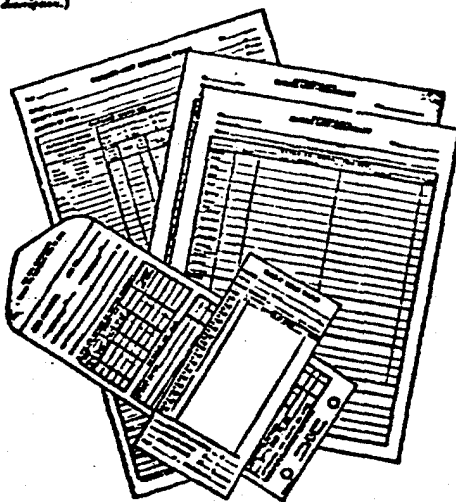


NO ENVELOPE IS REQUIRED

Just fill out order blank, enclose remittance, fold, seal flap and mail

Use These Four Forms

To improve your buying, financing, cost-finding and time-saving. The Check List-Contract Blank helps you overcome price objections in selling paint jobs. The Forget-Not Financing form enables you to make accurate estimates. The Job Record Envelope serves as a complete cost record of every job. The Daily Time Card is a convenient time-keeper for your men. (See back of this page for descriptions.)



NO ENVELOPE IS REQUIRED

Just fill out order blank, machine remittance, fold, seal flap and mail

NATIONAL LEAD COMPANY
ROOM 804
111 BROADWAY
NEW YORK, N. Y.

ORDER BLANK

Ship to _____ Date _____ (Month) _____ (Year) _____
Street and Number _____ State _____
Town _____

QUANTITY	ITEMS	PRICE	TOTAL
	BUSINESS RECORD (SIMPLIFIED BOOKKEEPING) OUTPUT (Includes 30 Job Record Envelopes, etc.)	\$1.00 each	
	CHECK LIST-CONTRACT FORMS (Folds of 50 sets)	.50 per set	
	JOB RECORD ENVELOPES (Folds of 100)	.60 per set	
	FORGET-NOT ESTIMATING FORMS (Folds of 100 sheets)	.50 per set	
	DAILY TIME CARDS (Folds of 100)	.40 per set	
	RING BINDER (For Job Record Envelopes)	.35 each	
TOTAL AMOUNT ENCLOSED			\$

* Send your remittance in check, postal or express money order or postage stamps. Show item and only on a non-refundable basis. No discount for quantity purchase. All orders shipped with postage or express charges prepaid. Shanty refunded if paid, on not refundable.

The Business Record Output

The Business Record Output is a simplified method of bookkeeping for salaried. A single form called the Business Record Sheet (see back of this page) on which daily entries are made, and the Job Record Envelope on which details of each job are written, are all the "tools" you need "to keep". There are no cash books, ledgers or journals. The sheet and its envelope tell the contractor the whole financial story of his business at any time. You get with the useful, the same sheets needed for Trial Balance, Statement, etc.

The Business Record System is simplicity itself. It is not necessary to know everything about bookkeeping to use it. Complete instructions accompany each output. A fill-out sample Business Record Sheet used by a contracting painter and showing the entries he made during a month's business also is included. By reading the instructions and studying the sample sheet, any painter can learn how to make entries and how to balance his books practically.

The Business Record System takes very little of the painter's time so long up to date. A few minutes each evening are all that are necessary to enter daily transactions. It will take even less time if each transaction is entered as it occurs.

The Business Record System is accurate and complete. The sheet is divided into various groups of columns which provide a place to enter the payment or receipt of any money connected with the business. The envelope contains a complete record of each job. This is transferred to the sheet after the job is completed. Consequently by studying the columns on the Business Record Sheet, the contractor can tell at any time the exact condition of his business.

The complete Business Record Output is priced to bring the salaried man would have to pay for any other "set of books" you might purchase at a secondary store, because (1) you purchase the output in large quantities (50) we sell at our lowest possible price (see enclosed) (2) we have an official or bookkeeping expense to add, then all sales are cash with order.

The price is \$1.00, delivered free to any address in the United States.

For this \$1.00 you get about two year's supply of Business Record Forms, Job Envelopes, etc., described as follows:

- 1 Large adjustable post binder
- 25 Business Record Sheets (two year's supply)
- 2 Monthly Trial Balance Sheets (two year's supply)
- 1 Statement Sheet
- 50 Pre-type Job Record Envelopes
- 1 Set of Direction Sheet

(The Business Record Output is endorsed by the Ohio Council of the International Brotherhood of Master Painters and Decorators, Inc.)

Send in your order now, on this month.

NOTICE: If the film image is less clear than this notice, it is due to the quality of the document being filmed

00055

0230

00055

NLI 11847

Painter's Business Helps

The Check List-Contract Form

enables you to write on one sheet all the details on which you base your contract price. It shows the customer just what he will get for his money. It is much easier to sell a complete painting job when you use this blank because you cannot overlook any of the details. The forms are 8 1/2 x 11 inches in size. One side is headed for outside work and the other for interior work. A form of contract is printed on the blank. Put up in pads of 50 duplicates each—you give the customer the white copy and keep the yellow duplicate. Price—\$3.50 per pad.

The Forget-Not Estimating Form

enables you to give accurate estimates and to get your figures in shape to put on the Check List-Contract. Also serves as a work sheet, showing what materials to send to the job. Form is 8 1/2 x 14 inches, one side printed for outside work, the other for inside. Put up in pads of 100 sheets. Price—\$3.50 per pad.

The Daily Time Card

is a convenient means of keeping the time of your men. If each is provided with a card each day you can keep a close record of labor done on all jobs. Size 3 1/2 x 7 1/4 inches. Sold in pads of 100 cards each. Price—\$1.00 per pad.

The Job Record Envelope

is designed to give you a complete record of every job—material used and ordered, labor used and profit or loss on the job. All papers concerning a job may be filed in this envelope so if the same job comes up again you have a complete record of all the details. Size 4 1/2 x 10 1/2 inches. Tough sturdy paper. Sold in pads of 100. Price—\$4.00 per pad. (Many of these envelopes furnished with each Business Record Order—see opposite page).

Ring Binder for Job Record Envelopes

So many contractors have asked for a binder to hold their one-style Job Record Envelopes that we have made arrangements to meet the demand. The binder (shown on the back of this page) is strongly constructed and is covered with waterproof green canvas . . . to match the binder used for the Business Record Cards. It holds fifty one-style Job Record Envelopes. Price—\$2.50 each.

Use this blank when ordering