R. O. 240—12-34

# MONTHLY REPORT OF OPERATING EXPENSES

SHEET No.

MONTH ENDING AUGUST 31st., 19 35 BRANCH DODGE CITY

| OPERATING EXPENSES NAME | THIS YEAR | | LAST YEAR | |
|---|---|---|---|---|
| OFFICE AND WAREHOUSE SERVICE | | | | |
| Office Salaries | 0.2 | 23.85 | 0.9 | 266.10 |
| Warehouse Salaries | | | | |
| General Administration | | | | |
| Branch Factory Debit | | | | |
| TOTAL | 0.1 | 23.85 | 0.9 | 266.10 |
| DETROIT DIRECT CHARGES | | | | |
| Office Managers' Salaries | | | | |
| Branch Sales Managers' Salaries | | | | |
| Dist. Sales Managers' Salaries | | | | |
| Dist. Sales Managers' Expense | | | | |
| TOTAL | | | | |
| TRAVELING EXPENSE AND SERVICE | | | | |
| Salesmen's Expenses | 0.7 | [illegible] | 0.5 | 134.82 |
| Salesmen's Salaries | 12.4 | [illegible] | 12.6 | 3,410.83 |
| TOTAL | 13.1 | [illegible] | 13.1 | 3,545.65 |
| Advertising Materials Used | 1.0 | [illegible] | | |
| ADVERTISING National | | | 0.9 | 287.86 |
| Advertising Regular | 1.6 | 306.54 | | |
| TOTAL | 0.6 | 194.50 | | |
| GENERAL EXPENSES | | | | |
| Branch Auditing | 0.1 | 44.35 | | |
| Charities and Donations | | | | 7.50 |
| Commercial Agencies | 0.1 | 36.38 | 0.1 | 36.00 |
| Employees Welfare | | | | |
| Heat, Light and Power | 1.0 | 324.57 | 1.2 | 344.16 |
| Insurance | 0.4 | 141.62 | 0.3 | 100.30 |
| Janitors' Supplies | 0.1 | 39.99 | 0.2 | 50.03 |
| Parcel Post | | 15.22 | 0.1 | 16.98 |
| Rent | 2.5 | 782.50 | 3.0 | 841.50 |
| Repairs N. O. S. | 0.5 | 155.12 | 0.2 | 65.12 |
| Salesmen's Outfits | | | | |
| Store and Warehouse Supplies | | 15.66 | | 12.00 |
| Sundry Expenses | 0.1 | 23.98 | 0.1 | 37.64 |
| Taxes Local | 0.7 | 184.48 | 0.6 | 184.10 |
| Telegrams | | 8.41 | | 7.09 |
| Telephone Long Distance | 0.1 | 40.55 | 0.1 | 32.60 |
| Telephone Regular | 0.1 | 48.00 | 0.2 | 45.00 |
| Warehouse Expense | | | | |
| TOTAL | 5.7 | 1,860.83 | 6.1 | 1,780.02 |
| COLLECTIONS AND ALLOWANCES | | | | |
| Legal Expense Collections | | .87 | 0.1 | 19.55 |
| Policy Allowance | | 3.57 | | |
| Sample and Gratis | | 1.18 | | 3.27 |
| TOTAL | | 5.62 | 0.1 | 22.82 |
| TOTALS FORWARD | | | | |

| OPERATING EXPENSES NAME | THIS YEAR | | LAST YEAR | |
|---|---|---|---|---|
| TOTALS FORWARD | | | | |
| STATIONERY | 0.5 | 166.08 | 0.4 | 124.84 |
| STAMPS | 0.3 | 113.54 | 0.3 | 97.23 |
| CARTAGE EXPENSE | | | | |
| Cartage Outside Service | | 10.55 | | 3.60 |
| Cartage Distribution Account | | | | |
| Cartage Salaries | | | | |
| Depreciation | 0.4 | 145.00 | | |
| Repairs Cartage Equipment | 0.2 | 50.45 | 0.3 | 87.40 |
| Cartage Miscellaneous | 0.5 | 162.08 | 0.5 | 149.57 |
| TOTAL | 1.1 | 368.08 | 0.8 | 240.57 |
| MERCHANDISE CASH DISCOUNT | | | | |
| Cash Discount Allowed | 0.1 | 30.01 | 0.1 | 22.47 |
| SUSPENSE | | | | |
| Bad and Doubtful Debts | 0.5 | 172.68 | 0.7 | 201.76 |
| INTEREST ON PAST DUE ACCOUNTS | | | | |
| Interest Miscellaneous | | | | .60 |
| SALES PROPORTION OF ADMIN. | | | | |
| Administration Dr. to Branches | 6.2 | 2,052.04 | 3.0 | 873.17 |
| Administration Distribution | | | | |
| Administration Dist. Miscellaneous | | | | |
| Cleveland Directs | | | | |
| Branch Directs | | | 3.3 | 967.19 |
| Branch Directs Distribution | | | | |
| TOTAL | 6.2 | 2,052.04 | 6.3 | 1,840.36 |
| TRANSPORTATION | | | | |
| GRAND TOTAL EXPENSES | 27.2 | 8,949.38 | 27.3 | 8,029.38 |

N14171

0007 SWP 000032333

H. O. 143—3-35

# MONTHLY REPORT OF SALESMEN'S SALES BONUS SALARY AND EXPENSE

SHEET No.

MONTH ENDING AUGUST 31st, 1935 BRANCH DODGE CITY

| NO. | SALESMEN | TERR. | THIS YEAR SALES | BONUS | SALARY | EXPENSE | % | TOTAL SAL. & EXP. | LAST YEAR SALES | BONUS | SALARY | EXPENSE | % | TOTAL SAL. & EXP. | NO. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Cash Sales | | 10,384 | | | | | | 10,386 | | | | | | 1 |
| 2 | Chge Sales | | 18,852 | | | | | | 14,703 | | | | | | 2 |
| 3 | Fred Swart | D 5A | | | 2,100 | 155 | | 2,255 39 | | 346 | 1,824 | 131 | | 2,300 73 | 3 |
| 4 | Milo Barnes | D 5B | | | 1,119 | | | 1,118 70 | | | 1,210 | 4 | | 1,214 12 | 4 |
| 5 | C.C. Cavin Dist A/C | D 5H | 3,686 | | 126 | 85 | | 211 55 | 4,325 | | | | | | 5 |
| 6 | Andy Marman | D 5C | | | 549 | | | 549 37 | | | | | | | 6 |
| 7 | Extra Labor | | | | 173 | | | 172 50 | | | 31 | | | 30 80 | 7 |
| 8 | | | | | | | | | | | | | | | 8 |
| 9 | | | | | | | | | | | | | | | 9 |
| 10 | | | | | | | | | | | | | | | 10 |
| 11 | | | | | | | | | | | | | | | 11 |
| 12 | | | | | | | | | | | | | | | 12 |
| 13 | | | | | | | | | | | | | | | 13 |
| 14 | | | | | | | | | | | | | | | 14 |
| 15 | | | | | | | | | | | | | | | 15 |
| 16 | | | | | | | | | | | | | | | 16 |
| 17 | | | | | | | | | | | | | | | 17 |
| 18 | | | | | | | | | | | | | | | 18 |
| 19 | | | | | | | | | | | | | | | 19 |
| 20 | | | | | | | | | | | | | | | 20 |
| 21 | | | | | | | | | | | | | | | 21 |
| 22 | | | | | | | | | | | | | | | 22 |
| 23 | | | | | | | | | | | | | | | 23 |
| 24 | | | | | | | | | | | | | | | 24 |
| 25 | | | | | | | | | | | | | | | 25 |
| 26 | | | | | | | | | | | | | | | 26 |
| 27 | | | | | | | | | | | | | | | 27 |
| 28 | | | | | | | | | | | | | | | 28 |
| 29 | | | | | | | | | | | | | | | 29 |
| 30 | | | | | | | | | | | | | | | 30 |
| 31 | TOTAL | | 32,922 | | 4,067 | 240 | 13.1 | 4,307 51 | 29,414 | 345 | 3,065 | 135 | 12.1 | 3,545 65 | 31 |

## MONTHLY REPORT OF OFFICE AND WAREHOUSE SALARIES

| OFFICE SALARIES NAME | THIS YEAR | LAST YEAR | WAREHOUSE SALARIES NAME | THIS YEAR | LAST YEAR |
|---|---|---|---|---|---|
| Extra Help | 24 | 266 | | | |
| TOTAL | 0.1 24 | 0.9 266 | TOTAL | | |

0007 SWP 000032334

FORM H. O. 314 0-8

# MONTHLY REPORT OF ANALYSIS OF RETAIL TRADE SALES BY CLASSIFICATIONS

SHEET [illegible]

MONTH ENDING August 31st 19 35 BRANCH DODGE CITY

Dodge City NAME TERR.

| CLASSIFICATION | NO. | TOTAL THIS YEAR | TOTAL LAST YEAR | CASH THIS YEAR | CASH LAST YEAR | CHARGE THIS YEAR | CHARGE LAST YEAR | C. C. CAVIN H THIS YEAR | C. C. CAVIN H LAST YEAR | [illegible] | [illegible] | NO. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Glass | 10 | 3,968 | 4,593 | | | 2,501 | 3,127 | 1,467 | [illegible] | | | 10 |
| Paint | 13 | 7,974 | 6,891 | | | 6,660 | 5,086 | 1,314 | [illegible] | | | 13 |
| Brushes | 16 | 442 | 333 | | | 409 | 286 | 33 | [illegible] | | | 16 |
| Lead, Oil, Turpin (Ex. Out Mfgs) | 17 | 1,027 | 967 | | | 805 | 709 | [illegible] | | | | 17 |
| Misc. Jobbing Goods (H. O. S.) | 18 | 1,483 | 891 | | | 1,271 | 690 | [illegible] | | | | 18 |
| Wallpaper | 21 | 2,998 | 2,171 | | | 2,486 | 1,688 | [illegible] | [illegible] | | | 21 |
| Art | 25 | 364 | 277 | | | 338 | 261 | 26 | 17 | | | 25 |
| Contract Labor | 30 | 4,702 | [illegible] | | | 4,641 | 3,083 | 61 | [illegible] | | | 30 |
| Contract Paint L. | 31 | 139 | 197 | | | 139 | 200 | | 4 | | | 31 |
| Cash Sales | | 10,537 | 10,530 | 10,537 | 10,530 | | | | | | | |
| GROSS SALES | | 33,634 | 30,053 | 10,537 | 10,530 | 19,250 | 15,130 | 3,847 | [illegible] | | | |
| Freight | 60 | 2 | 13 | | | 1 | 1 | 1 | 14 | | | 60 |
| Merchandise Returned | 61 | 685 | 633 | 150 | 143 | 383 | 416 | 153 | [illegible] | | | 61 |
| Invoice Corrections | 62 | 29 | 18 | 3 | 1 | 16 | 12 | 9 | 7 | | | 62 |
| TOTAL DEDUCTIONS | | 712 | 638 | 153 | 144 | 398 | 427 | 161 | 67 | | | |
| TOTAL - NET SALES | | 32,922 | 29,415 | 10,384 | 10,386 | 18,852 | 14,703 | 3,686 | 4,325 | | | |

0007 SWP 000032335