

MONTHLY REPORT OF OPERATING EXPENSES

BRANCH IUBAH

19 35

MONTH ENDING AUGUST 31st

NAME	OPERATING EXPENSES		LAST YEAR	NAME	OPERATING EXPENSES		LAST YEAR
	THIS YEAR				THIS YEAR		
OFFICE AND WAREHOUSE SERVICE				TOTALS FORWARD			
Office Salaries				STATIONERY	1.8	267.44	
Warehouse Salaries				STAMPS	0.4	57.13	
General Administration				CARTAGE EXPENSE			
Branch Factory Debt				Cartage Outside Service			
TOTAL				Cartage Distribution Account	2.1	297.69	
DETROIT DIRECT CHARGES				Cartage Salaries			
Office Managers' Salaries				Depreciation			
Branch Sales Managers' Salaries				Repairs Cartage Equipment		3.40	
Dist. Sales Managers' Salaries				Cartage Miscellaneous			
Dist. Sales Managers' Expense				TOTAL	2.1	301.18	
TOTAL				MERCHANDISE CASH DISCOUNT			
TRAVELING EXPENSE AND SERVICE				Cash Discount Allowed	0.1	9.15	
Salesmen's Expenses	0.2			SUBTOTAL			
Salesmen's Salaries	12.0			Bad and Doubtful Debts	1.7	247.97	
TOTAL	12.2			INTEREST ON PAST DUE ACCOUNTS			
Advertising Materials Head	1.0			Interest Miscellaneous			
ADVERTISING NATIONAL				SALES PROPORTION OF ADMIN.	3.5	515.07	
Advertising Regular	6.7	985.36		Administration Dr. to Branches			
TOTAL	7.7	1129.68		Administration Distribution			
GENERAL EXPENSES				Administration Dist. Miscellaneous			
Branch Auditing	0.3	46.72		Cleveland Direct			
Charities and Donations	0.1	19.60		Branch Directs			
Commercial Agencies	0.5	89.68		Branch Directs Distribution			
Employees Welfare	0.2	32.94		TOTAL	3.5	515.07	
Heat, Light and Power	0.7	86.30		TRANSPORTATION			
Insurance	6.9	1,288.89					
Janitor Supplies	0.5	64.40					
Parcel Post	0.3	6.40					
Rent	0.3	6.40					
Repairs N. O. S.	0.3	6.40					
Salesmen's Outfits	0.3	50.11					
Store and Warehouse Supplies	0.5	77.50					
Sundry Expenses	0.5	6.86					
Taxes Local	0.3	40.15					
Telegrams	0.3	47.62					
Telephone Long Distance	0.3						
Telephone Regular	0.3						
Warehouse Expense	0.3						
TOTAL	12.7	1,857.17					
COLLECTIONS AND ALLOWANCES							
Legal Expense Collection							
Policy Allowance							
Sample and Grats							
TOTAL							
TOTALS FORWARD				GRAND TOTAL EXPENSES	42.2	6,162.03	

MONTHLY REPORT OF SALESMEN'S SALES BONUS SALARY AND EXPENSE

MONTH ENDING		AUGUST 31st.		19 35		BRANCH		DUREHAM		THIS YEAR		LAST YEAR		TOTAL	
NO.	SALESMEN	TERR.	SALES	BONUS	SALARY	EXPENSE	%	TOTAL SAL. & EXP.	SALES	BONUS	SALARY	EXPENSE	%	TOTAL SAL. & EXP.	NO.
1	Cash Sales		4,472												1
2	Chgo. Sales		10,123												2
3	Mc C. Pousard	MA			36	21		942 16							3
4	Extra Labor				57			57 40							4
5	Wm. J. Berry Jr.	DB			300			300 00							5
6	G. H. Mitchell	MC			449	12		461 36							6
7															7
8															8
9															9
10															10
11															11
12															12
13															13
14															14
15															15
16															16
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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
	TOTAL		18,596		1,712	35	12.2	1,777 24							31

MONTHLY REPORT OF OFFICE AND WAREHOUSE SALARIES

[illegible]

MONTHLY REPORT OF ANALYSIS OF RETAIL TRADE SALES BY CLASSIFICATIONS

DURFLAM

MONTHLY SHEETS	BRANCH	NAME	PERIOD	TOTAL	CASH		CHARGE		THIS YEAR
					THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	
PAYROLL									
Glass	424			4				4	
Pont				5,407				5,407	
Bridges				258				258	
Land, Oil, Gas, etc.				2,104				2,104	
Misc. Expenses				768				768	
Wages				1,597				1,597	
Art				363				363	
Contract Lab.									
Contract V.P.									
Cash Sales				4,601		4,601			
UNLESS SALES				15,102		4,601		10,501	
Freight				4				4	
Merchandise Returned				395		116		280	
Invoice Corrections				107		11		96	
TOTAL DEDUCTIONS				506		127		378	
TOTAL NET SALES				14,596		4,472		10,123	