

5310

OFFICE OF  
INDIAN AFFAIRS  
Rec'd FEB 20

1890

*Sup.*

U. S. Indian Service,

*Indian Training School Agency,  
at Carlisle Barracks, Pa.*

*1889*

*Capt. R. H. Pratt, 10<sup>th</sup> Coy.  
U. S. Indian Agent.  
Sgt.*

REQUISITION

FOR

STATIONERY

FOR THE

*Fiscal Year ending June 30, 1889*

*To Dept. Feb. 26/90  
184 M  
File*

Department of the Interior,

OFFICE OF INDIAN AFFAIRS,

Washington, \_\_\_\_\_, 1889

*Respectfully forwarded to the Honorable  
Secretary of the Interior with the recommen-  
dation that Stationery be supplied to the  
Indian Agent as herein requested.*

Commissioner.

*R.M.Y.*

(5-279.)

Req. No. \_\_\_\_\_

**United States Indian Service,**

*Carlisle Barracks, Pa. Agency,*

*Feb. 18, 1880*

The Hon. Commissioner of Indian Affairs:

SIR:

I have the honor to request that the following articles of stationery be furnished for official use in this office during the fiscal year ending June 30, 1880.

Very respectfully,

*R.H. Pratt*

*Capt. 10<sup>th</sup> Coy. U. S. Indian Agent.*

THIS REQUISITION MUST BE MADE OUT AND FORWARDED IN DUPLICATE.

Item No. on Department schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	QUANTITY ON HAND.
1	reams	Foolscap paper	reams.
2	reams	Legal-cap paper	reams.
4	reams	Letter paper, as follows:	
		reams half sheets, printed official heading	reams.
		reams second sheets, not printed	reams.
8	reams	Note paper, printed official heading	reams.
19	quires	Manila wrapping paper, 24 by 36 inches	reams.
21	quires	Blotting paper	quires.
36	5000	Envelopes, white, 3 1/4 by 8 1/2, printed official heading	
37		Envelopes, white, 4 1/4 by 10, printed official heading	
40		Envelopes, manila, 5 1/2 by 11 1/2, printed official heading	
47	125000	Envelopes, white, 3 1/2 by 6, printed official heading	
48		Envelopes, manila, 3 1/8 by 5 1/8, printed official heading	
60	2	Rubber bands, as follows:	
		gross No. 0 1/4; gross No. 00 1/4; gross No. 00 1/2;	
		gross No. 000 1/4; gross No. 000 1/2;	gross.
61	3	Rubber bands, as follows:	
		gross No. 11; gross No. 16; gross No. 19;	
		gross No. 32 1/8 in. wide, 3 in. long	gross.
62	cakes	Rubber pencil-and-ink erasers	dozen.
63	cakes	Artist's rubber, ( lbs.)	cakes.
64	cakes	Rubber ink-erasers ( lbs.)	cakes.

Item No. on Department schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	QUANTITY ON HAND.
76	6 gross	Steel pens, as follows: <i>7</i> gross <i>Falcon, Pen &amp; Co. No. 137 Fines</i> <i>7</i> gross <i>Schub, Spencerian</i> <i>7</i> gross <i>Milled Pen No. 222</i> gross gross gross	gross gross gross gross gross
77	2 gross	Ruling pens <i>1 gross single - 1 gross double</i>	dozen
79	dozen	Swan-quill pens, Gillott's, No. 808	dozen
81	boxes	Quill-pens (25 in each box)	boxes
87	3	Steel erasers, spear	dozen
88		Shears, as follows: 8-inch; 9-inch; 10-inch	dozen
104	5 dozen	Thumb-tacks	dozen
130	6	Inkstands, as follows: 2 1/2-inch, fluted; 6 2 1/2-inch, round	dozen
131	6	Sponge-cups, glass	dozen
132	6	Mucilage stands <i>Patent with brush</i>	dozen
140	6 dozen	Black lead-pencils, as follows: dozen No. 1, or S.; <i>6</i> dozen No. 2, or S. M.; dozen No. 3, or M.; dozen No. 4, or H.; dozen No. 5, or V. H.	dozen
142	dozen	Pencils, red, blue, and green, as follows: dozen red; dozen blue; dozen green	dozen
161	dozen	Pen-holders, assorted	dozen
171	2 quarts	Writing fluid <i>Spencerian</i>	dozen
172	2 quarts	Copying ink <i>French</i>	dozen
173	bottles	Carmine ink, 2-ounce	dozen
174	6 bottles	Crimson ink, 4-ounce	dozen
180	6 quarts	Mucilage	dozen
181	bottles	Mucilage, 8-ounce, with brush	dozen
202		Press-copy books, 10 by 12 inches	dozen
205		Pen racks	dozen
207		Rulers, wooden, as follows: 15-inch; 18-inch	dozen
210	4	Copying brushes	dozen
211		Bill-files, upright	dozen
212		Arm-rests, mahogany	dozen
213		Paper-weights	dozen
215	boxes	Eyelets, D. B. (250 to each box)	dozen
217	2 spools	Red tape	dozen
223	boxes	Paper-fasteners, McGill's (100 to each box) <i>No. 3</i>	boxes
224	pounds	Sealing-wax, red, 4-ounce sticks	pounds
225	pounds	Gum Arabic	pounds
226	pounds	Pins, No.	pounds
227	papers	Pins, No.	dozen
228	pounds	Sponge, for sponge-cups	pounds
230	6 pounds	Hemp-twine, as follows: pounds large; <i>2</i> pounds medium; <i>3</i> pounds small <i>at</i>	pounds
233		Paste brushes	dozen
235	sheets	Oiled paper for press-copying	sheets

INK WILL ONLY BE SHIPPED DURING THE SUMMER MONTHS.

Item No. on Department schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	QUANTITY ON HAND.
	5000	Envelopes 8 1/2 x 3 1/2 printed Official heading	
	10 doz.	Black Lead Pencils Cedar	
	6	Blank Books, No. 5-932 - Indexed	
	6	Time Books " 2	
	6 doz.	Blank Books, Small No. 5 - 946	
	1	Blank Books No. 5 - 931 Indexed	

NOTE.—Requisitions, MADE OUT IN DUPLICATE, should be forwarded on the first of April preceding the commencement of the fiscal year for which the stationery is required, for a supply sufficient to last one year.

Issued \_\_\_\_\_, 188\_\_\_\_, by \_\_\_\_\_

Packed \_\_\_\_\_, 188\_\_\_\_, by \_\_\_\_\_

\_\_\_\_\_ boxes shipped by mail, \_\_\_\_\_, 188\_\_\_\_; \_\_\_\_\_ packages by registered mail, namely: Misc. articles, \_\_\_\_\_; paper, \_\_\_\_\_; envelopes \_\_\_\_\_

\_\_\_\_\_ sacks.

Shipped \_\_\_\_\_, 188\_\_\_\_. Date of invoice \_\_\_\_\_, 188\_\_\_\_