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OFFICE OF  
Indian Affairs.  
Rec'd. APR 10

1894

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U. S. Indian Service,

Indian Industrial School,

Carlisle Barracks, Pa.

April 7, 1894

Capt R.H. Pratt, 10th Cavry Dept

Dups.

REQUISITION FOR STATIONERY

FOR THE

Fiscal Year ending June 30, 1895

N. B.—The above should be filled out by the Agent.

Tooley Aug 1/94

10073

Cardman

Department of the Interior,

OFFICE OF INDIAN AFFAIRS,

Washington, , 189

Approved and respectfully forwarded to  
the Honorable Secretary of the Interior.

Assistant Commissioner

# United States Indian Service,

Indian Industrial School. Agency,

Carlisle Barracks, Pa.

April 7, 1894

The Honorable Commissioner of Indian Affairs.

SIR:

I have the honor to request that the following articles of stationery be furnished for use of the ~~Indian Agent and~~ *School* ~~subordinates in this Office~~ during the fiscal year ending June 30, 1895

Very respectfully,

*R. W. Pratt*  
Capt 10th Cavry Supt. U. S. Indian Agent.

THIS REQUISITION MUST BE MADE OUT AND FORWARDED IN DUPLICATE.

Item number on Department's schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	QUANTITY ON HAND.	Cost.	
				Dolls.	Cts.
1	20 reams	Foolscap paper	reams		
2	4 reams	Legal-cap paper	reams		
4	8 reams	Letter paper, as follows:			
		4 reams half sheets, <del>printed official heading</del> <i>course ruling</i>	reams		
		4 reams second sheets, not printed	reams		
8	40 reams	Note paper, <del>printed official heading</del>	reams		
19	10 quires	Manila wrapping paper, 24 by 36 inches	quires		
21	5 quires	Blotting paper	quires		
23a	6 reams	Type-writer paper, letter, as follows:			
		reams, printed official heading	reams		
		6 reams, not printed	reams		
24a	sheets	Semi-carbon paper	sheets		
36	2000	Envelopes, white, 3 1/2 by 8 1/2, printed official heading			
37	1500	Envelopes, white, 4 1/2 by 10, printed official heading			
47		Envelopes, white, 3 1/2 by 6, printed official heading			
60	12 gross	Rubber bands, as follows:			
		3 gross No. 01; 3 gross No. 00 1/2; 3 gross No. 00 1/2;			
		3 gross No. 000 1/2; gross No. 000 1/2;	gross		
61	20 gross	Rubber bands, as follows:			
		gross No. 11; 6 gross No. 16; 4 gross No. 19;			
		10 gross No. 32;	gross		
63	cakes	Artist's rubber	cakes		
64	12 cakes	Rubber ink erasers	cakes		
67	12 cakes	Rubber erasers for type-writers	cakes		
76	60 gross	Steel pens, as follows:			
		20 gross <i>Bellotts 404</i>	gross		
		20 gross <i>Spencerian No. 1</i>	gross		
		15 gross <i>Quill No. 1. 5 Gross Stub</i>	gross		
77	2	Rolling pens <i>Fontaine</i>			

INK WILL ONLY BE SHIPPED DURING SUMMER MONTHS.

From number to number of schedule	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	QUANTITY ON HAND.	Cost.	
				Dolls.	Cts.
87		Steel erasers, spear			
88		Shears, as follows: 8-inch; 9-inch; 10-inch			
104	dozen	Thumb-tacks	dozen		
130		Inkstands, as follows: 2 1/2-inch, fluted; 2 1/2-inch, round			
131		Sponge-cups, glass			
132		Mucilage stands			
140	120 dozen	Black lead pencils, as follows: dozen No. 1, or S; 120 dozen No. 2, or S. M.; dozen No. 3, or M. dozen No. 4, or H.; dozen No. 5, or V. H.			
142	12 dozen	Pencils, red, blue, and green, as follows: 6 dozen <del>red</del> <i>Orange</i> dozen blue; 6 dozen <i>Yellow</i>			
161	120 dozen	Pen-holders	dozen		
171	quarts	Writing fluid	quarts		
172	quarts	Copying ink	quarts		
174	18 bottles	Crimson ink, 4-ounce	bottles		
180	8 quarts	Mucilage	quarts		
181	bottles	Mucilage, 8-ounce, with brush	bottles		
202	8	Press copy books, 10 by 12 inches			
205	6	Pen racks			
206		Rulers, rubber, as follows: 12-inch; 14-inch; 16-inch; 24-inch			
210	4	Copying brushes			
211		Bill files, upright			
212		Arm-rests, mahogany			
213		Paper-weights			
214	1 doz	Hand blotters	dozen		
215	boxes	Eyelets, D. B. (250 to each box)	boxes		
217	4 spools	Red tape	spools		
223	12 boxes	Paper-fasteners, McGill's (100 to each box) <i>1/4 in Shank</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.	papers		
228	6 pounds	Sponge, for sponge-cups	pounds		
230	15 pounds	Hemp twine, as follows: 5 pounds large; 5 pounds medium; 5 pounds small	pounds		
233		Paste brushes			
235	24 sheets	Oiled paper for press copying	sheets		
		*Ribbons for type-writer, as follows; record; copyable			
	12	<i>For Remington #2, Blue copying</i>			
	16 doz	<i>Tablets, Assorted</i>			
	2	<i>Redms. Super Paper 8X13 Plain Heavy</i>			
	1 doz	<i>Bottles Sanford's Prepared Glue (2.73)</i>			
	1	<i>" of Library Paste</i>			
	12 doz	<i>Lead Pencils, Plain, Assorted</i>			

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.

\*Always specify what kind of machines, as each have a special size ribbon.

Issued \_\_\_\_\_, 189\_\_\_\_, by \_\_\_\_\_  
Packed \_\_\_\_\_, 189\_\_\_\_, by \_\_\_\_\_  
\_\_\_\_\_ boxes shipped by mail, \_\_\_\_\_, 189\_\_\_\_; \_\_\_\_\_ packages by  
registered mail, namely: Misc. articles, \_\_\_\_\_; paper, \_\_\_\_\_; envelopes, \_\_\_\_\_  
\_\_\_\_\_ sacks.  
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