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OFFICE OF  
Indian Affairs,  
Rec'd APR 14

1897

U. S. Indian Service,

Indian Industrial School Agency,

Carlisle Barracks Pa

April 12, 1897

R. H. Pratt, Capt. 10th Cav.

U. S. Indian Agency

Suplt

REQUISITION FOR STATIONERY

FOR THE

Fiscal Year ending June 30, 1898

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

TO SECRETARY, AUG 26 1897

Department of the Interior,

OFFICE OF INDIAN AFFAIRS,

Washington, , 189

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

Assistant Commissioner.

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

United States Indian Service,

Indian Industrial School <sup>12000th</sup>  
Carlisle Barracks, Pa.

April 12, 1897.

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~~ this school ~~subordinates in this Office during~~ the fiscal year ending June 30, 1898.

Very respectfully,

R.H. Pratt

Capt. 10th Heavy Inf. ~~Indian Agent~~

THIS REQUISITION MUST BE MADE OUT AND FORWARDED IN DUPLICATE.

Item number for Department schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	QUANTITY ON HAND.	Cost	
				Dolls.	Cts.
1	25 reams	Foolscap paper (5-24, 14-29, 5-34, 1-line)	reams		
2	2 reams	Legal-cap paper (wide ruling across entire page)	reams		
4	5 reams	Letter paper, as follows: 3 reams half sheets, printed official heading (wide ruling) 2 reams second sheets, not printed " "	reams		
8	60 reams	Note paper, <del>printed official heading</del> (plain)	reams		
19	15 quires	Manila wrapping paper, 24 by 36 inches	quires		
21	10 quires	Blotting paper	quires		
22	25 reams	Type-writer paper, letter, as follows: 20 reams, printed official heading 5 reams, not printed	reams		
24	100 sheets	Semi-carbon paper 8" x 10 1/2"	sheets		
36	5000	Envelopes, white, 3 1/2 by 8 1/2, printed official heading			
37	1000	Envelopes, white, 4 1/2 by 10, printed official heading			
47	4000	Envelopes, white, 3 1/2 by 6, printed official heading			
50	50000	" " " " (plain)			
60		Rubber bands, as follows: gross No. 01; gross No. 60 1/2; gross No. 60 1/2; gross No. 000; gross No. 000 1/2;	gross		
61	10 gross	Rubber bands, as follows: gross No. 11; gross No. 16; 5 gross No. 19; 5 gross No. 32;	gross		
63		Artist's rubber	cakes		
64	24 cakes	Rubber ink erasers (Delta)	cakes		
67	24 cakes	Rubber erasers for type-writers (Comet)	cakes		
76	70 gross	Steel pens, as follows: 30 gross Spencerian No. 5 10 gross Padella Alloyed Gink No. 1 20 gross Miller Bros. Carbon Steel	gross		
77		Ruling pens			Aluminum pens of these grades would be far more economical.

INK WILL ONLY BE SHIPPED DURING SUMMER MONTHS

Item number from quantity schedule	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	QUANTITY ON HAND.	Coer.	
				Dolla.	Cts.
87	3	Steel erasers, spear			
88		Shears, as follows: 8-inch; 9-inch; 10-inch			
104	12 dozen	Thumb-tacks	dozen		
130	5	Inkstands, as follows: 2 1/2-inch, fluted; 5 2 1/2-inch, round			
131		Sponge-cups, glass			
132	5	Mucilage stands			
140	100 dozen	Black lead pencils, as follows: dozen No. 1, or S; 50 dozen No. 2, or S. M.; 50 dozen No. 3, or M. dozen No. 4, or H; dozen No. 5, or V. H			
142		Pencils, red, blue, and green, as follows: dozen red; dozen blue; dozen green			
161	6 dozen	Pen-holders, (Rubber)			
171	40 quarts	Writing fluid (Sanford's)			
172	quarts	Copying ink (Copiers)			
174	bottles	Crimson ink, 4-ounce			
180	quarts	Mucilage			
181	bottles	Mucilage, 8-ounce, with brush			
202	10	Press copy books, 10 by 12 inches			
205		Pen racks			
206		Rulers, rubber, as follows: 12-inch; 14-inch; 16-inch; 24-inch			
210		Copying brushes			
211		Bill files, upright			
212		Arm-rests, mahogany			
213		Paper-weights			
214		Hand blotters	dozen		
215	boxes	Eyelets, D. B. (250 to each box)	boxes		
217	spools	Red tape	spools		
223	10 boxes	Paper-fasteners, McGill's (100 to each box) (6-7/8, 2-1/2, 2-1/8 Shaw)	boxes		
224	pounds	Sealing-wax, red, 4-ounce sticks	pounds		
225	pounds	Gum Arabic	pounds		
226	pounds	Pins, No.	pounds		
227	10 papers	Pins, No. (Pyramid No. 4)	papers		
228	pounds	Sponge, for sponge-cups	pounds		
230	pounds	Hemp twine, as follows: pounds large; pounds medium; pounds small	pounds		
233		Paste brushes			
235	10 sheets	Oiled paper for press copying	sheets		
	5	*Ribbons for type-writer, as follows: record; 5 copyable (for Remington machines)			
	20 Doz	Tablets, Nos. 4066, 4068, 4080 and 4086			
	2	Eyelet punches + sets			
	4 Doz	Rubber tips for lead pencils (Eagle)			
	2 Doz	Small mucilage brushes			

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  
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