

(1) Number of pages 2
 (2) Date of repair Dec 11, 1886
 (3) Initials of the Referencer lvq

TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

Public DEPARTMENT

G.O. No.	801	Press.
B.P. No.		Mis.
Dated	11-6-1881	197.

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Not to be folded or roughly handled

Higginbotham's letter to chief secretary.

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HIGGINBOTHAM AND CO.,

BOOKSELLERS, PUBLISHERS AND STATIONERS,

By Appointment in India to His Royal Highness The Prince of Wales, and to the Madras University.

Monograms artistically executed and stamped in relief in Gold, Silver and Colours—Card and Invitation plates Engraved and Printed.

THE "VALUE PAYABLE" SYSTEM does not facilitate business; and as it involves extra account-keeping and correspondence, H. & Co. do not feel disposed to avail themselves of it.
MISCARRIAGE OF PARCELS.—H. & Co. beg to impress on their constituents, that, after the delivery of a parcel at the Post office, their responsibility ceases, and the addressee must look to the Postal authorities for redress in cases of miscarriage and loss of parcels during transit. Registry of parcels will ensure safe delivery; but H. & Co. do not undertake to register, except by express desire.
MISTAKES OF IDENTITY.—H. & Co. will feel obliged when ladies address the firm, they will be so good as to enclose their cards, or give their husbands' address. This will prevent the annoyance, inconvenience and delay that arise from mistake of identity.

The Chief Secretary to Government
Judicial Department Madras
MADRAS, 6th June 1886.

Sir

In attention to your favor of the 9th ultimo we have the pleasure to advise despatch of the undermentioned by per bearer which we trust will reach you in order, and awaiting your further commands,

We are,
Yours faithfully,

Higginbotham & Co.

INVOICE.

June 6 th	100 Copies Supplement to Wei's Law of Offences @ net 1/- each	100	"	"
	Rupees	100	"	"

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TERMS.

Credit Accounts.—Three months allowed to established Customers only. Period of settlement on receipt of statement ending 31st March, 30th June, 30th September, and 31st December, after which dates interest will be charged at the rate of 12 per Cent per annum.

To Strangers.—No order will be attended to unless accompanied by a remittance.

Cash Payments when paid down on the spot are subject to a discount of 10 per Cent. Quantities in the Mail can avail themselves of the Cash price by remitting on receipt of goods.

The above allowances, however, does not apply to local India Publications which are priced net for Cash.

Books not in stock at the time of application, will, as a rule, be supplied out of the first copies that may arrive, unless otherwise needed.

Express Orders undertaken on the usual terms. If the order is large, half the amount to be paid in advance, the balance before delivery.

Small sums of five Rupees and under, received in Postage Stamps only, which it would be advisable to send under registered cover. Telegraph and Cash Free Stamps not accepted. In remitting our money Notes by letters, the second half should follow the first, until next day's post to save delay, as no order will be attended to until both halves are received.

The "value payable" system does not facilitate business; and as it involves extra account-keeping and correspondence, H. & Co. do not feel disposed to avail themselves of it.

Misarrangements of Parcels.—H. & Co. beg to inform us that their responsibility ceases, and the addresses must look to the Postal authorities for redress in cases of misarrangement and loss of parcels during transit. Regretful of parcels will ensure safe delivery; but H. & Co. do not undertake to register, except by express desire.

Mistakes of identity.—H. & Co. will feel obliged when ladies address the firm, they will be so good as to enclose their cards, or give their husbands' address. This will prevent the annoyance, inconvenience and delay that arise from mistake of identity.

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