E.A.WRIGHT GOMPANY

ENGRAVERS · PRINTERS · STATIONERS

2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

ACKNOWLEDGMENT OF ORDER NOT A BILL

	Order Entered Send Proof Will Ship Occurs In corresponding, refer to our Order No.	Customer's Order No. Our Order No.
	10/12/49 6/8/50	D-8657
Charge to	Georgia State Woman's College Ship F. O. B. Phila., via:	
	o/o Dr. Ralph Thaxton, President Dips to ? Valdosta, Georgia	
Terms:Net 30 days. Charge Accounts to be paid first of month following date of bill. Not responsible for money paid to agents.		
Name of Order	Your order is accepted subject to Federal regulation responsible for variations in weight, finish or color other conditions beyond our control. Our responsibil This order is made especially for you. Stock and —cancellation will not be accepted. Reason The Custody of All Plates, Dies and Engravings is R	ons and with the understanding that we are not held of stock, nor for delays caused by strikes, priorities and lity ceases after delivery to common carrier. materials have been provided for this particular order hable overrun or shortage will constitute a completed order. Required.
35? Diplomas 7 x 9 Parchment Skin and Cases		
	@ 3.80 per set inc. engr	ossing 133.00

380





2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

> October 14, 1949 Our 77th Year

Dr. Ralph Thaxton, President Georgia State Woman's College Valdosta, Georgia

Dear Dr. Thaxton:

We are pleased to enclose our formal acknowledgment covering your order of diplomas required for the coming year.

Your business is very much appreciated and we want to assure you that our careful attention will be given to this order.

Very truly yours,

E. A. WRIGHT COMPANY

Vera a. Gentrans

Vera A. Gerhart-s enc.

Sales Department



) PECTALIZING in fine Diplomas E. A. WRIGHT GOMPANY

ENGRAVERS · PRINTERS · LITHOGRAPHERS

2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

> March 28, 1950 Our 78th Year

Dr. Ralph Thaxton, President Georgia State Woman's College Valdosta, Georgia

Dear Dr. Thaxton;

Again the time of the year has come when we are busily engaged in manufacturing your diplomas for this year.

May we count on receiving the list of names and date of graduation for the engrossing in the near future?

We are anxious to complete this work and make an early delivery so your assistance at this time will be greatly appreciated.

Very truly yours,

E. A. WRIGHT COMPANY

Sales Department

VeraA.Gerhart-s

April 1, 1950

Miss Vera A. Gerhart Sales Department E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pennsylvania

Dear Miss Gerhart:

I hope we shall be able to send you our list of graduates in about a week. In the meantime, will you please let us know the price of a diploma insert, to replace one we ordered previously.

The name of the college has been changed, as you will note from the letterhead. However, the diplomas this year will carry the former name.

Sincerely yours,

Elizabeth Fink

VALDOSTA STATE COLLEGE

VALDOSTA, GEORGIA

To: Miss Vera A. Cerhart, Salos Department, S. A. Wright Company

Re: Information for completion of diploma

Hane of college to appear on diplomas: Georgia State Womana College

Date of graduation: June 8, 1950

inces of graduates:

Bachelor of Arts Depres

Carlo and the second second Water Blinsboth Jane Cal Missboth Jane Cibson Hilda Cayo Bessingway nechila Iris More Durst -Anna Riviere Kennedy~ Marjorie Mitchell Moell -Lary Williams Owen Frances Briscos Paine inroaret Ann Smith Sally Patricia Sutherland Noth Walton Templeton / Manoy Thornton -Trone Selina Wilson Ernesteen Cantroll Zeigler

> caltern is to have the diploma insert only; we alroady have a diploma cover for her. All others get complete diplome.

* not an extra g.pt - jut 1 g.pt.

Bachelor of Science Degree

Supan Belloff Berbara Elizabeth Clarke -Mirian Cirtman ~ Louiso Godbeo Marian Yvonno Inyes -(1C; 1), or 2 C. Lavara Jones -----Inrianne McLondon -Hildred Claire Manley ~ Doris Claire Hobley -Dorothy Jean Bullis / Jacqueline Norton milen Odom -Joranne Story -Bargaret Louise Traynham -Marie Annotte Warren-Dorothy Micise Tancey-

The "signatures" section of the diploma is the same as last year; that is, Chancellor Caldwell's signature is to be engraved on the diploma, and the president and registrar will sign here, after the diplomas are received.

April 10, 1950



) PECTALIZING in fine Diplomas F. A. WRIGHT GOMPANY

ENGRAVERS · PRINTERS · LITHOGRAPHERS

2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

> April 4, 1950 Our 78th Year

Miss Elizabeth Fink Assistant, Registrar's Office Valdosta State College Valdosta, Georgia

Dear Miss Fink:

Thank you for your letter of April 1st advising us that you anticipate sending the list of names for engrossing your diplomas in the very near future.

We notice the change in the school name, and have made a specific notation of this so that it will be called to your attention in the Fall to question whether a change in the steel diploma plate is to be made.

The cost of furnishing the one replacement diploma insert only will be \$1.90 which includes the engrossing.

If you will furnish us with the information we can assure you that our prompt attention will be given to the order.

Very truly yours,

E. A. WRIGHT COMPANY

Vera a.

VeraA.Gerhart-s

Sales Department

May 31, 1950

Miss Vera A. Gerhard E. A. Wright Company 25h5 North Broad Street Philadelphia 32, Pa.

Dear Miss Gerhart

Our diploma covers arrived one day last week, and the inserts this morning. We should like to thank you for your usual prompt and careful attention to our order.

Sincerely yours

Mrs. William M. Thomas Registrar

C



) PECIALIZING in fine Diplomas

E.A.WRIGHT COMPANY

ENGRAVERS · PRINTERS · LITHOGRAPHERS

2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

> April 12, 1950 Our 78th Year

Mrs. William M. Thomas, Registrar Valdosta State College Valdosta, Georgia

Dear Mrs. Thomas:

Thank you for your promptness in sending us the list of names and date of graduation for engrossing your diplomas this year.

We appreciate your cooperation and want to assure you that our careful attention will be given to all details of this work.

Very truly yours,

E. A. WRIGHT COMPANY

erhor ora

Sales Department

VeraA.Gerhart-s





) PECTALIZING in fine Diplomas E.A.WRIGHT GOMPANY

ENGRAVERS · PRINTERS · LITHOGRAPHERS

2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

> P.O.Box 511 Athens, Georgia April 12th.1948.

Mrs. Caroline P. Thomas, Registrar Georgia State Womans College Valdosta, Georgia.

Dear Mrs. Thomas:

In re the di plomas for the 1948 Class we will furnish

Diplomas 7x9 on Cranes Parchment Deed from Special Steel Engraved Plate as used by the College, complete with the names, degrees and dates, and with a genuine leather case lined with silk moire and stamped on the cover of the case in gold. price-----\$3.15 each.

We understand that you will require from 40 to 45 diplomas for this year and that the Commencement Exercises will occur June 9th. We assure you that we will deliver the diplomas and cases on time for the Commencement.

If you will please advise the firm direct and send all the copy for names and etc. to them direct.

They are aware of the quality of diplomas ans the cases and have the material reserved for your use.

Very truly yours, Sales Departmenet.

February 27, 1948

E. A. Wright Co. 2545 N. Broad Street Philadelphia 32, Pa.

Attention: Miss Vera A. Gerhart

Dear Miss Germart:

On February 5 Mrs. Thomas wrote to you as follows:

"You advised us last year that, because of the uncertainty of prices, it would be better to purchase diplomas on a one year, rather than a contract, basis. If the same condition obtains this year, please quote us prices on the same diploma we have been using, approximately h5 in number, for this year. If you feel that a five-year contract would be advisable at this time, please give us a price on 200 diplomas, for a 5-year period.

The only change in the diploma will be the date of graduation, which is June 10, 1948."

As yet we have had no reply to this letter. We would appreciate any information you could give us in answer to the above requests.

Thank you for your kind assistance.

Sincerely yours

b

Assistant to the Registrar

April 29, 1946

Mr. H. E. Sheats J. P. Stevens Engraving Company 110 Peachtree Street Atlanta 3, Georgia

Dear Mr. Sheats:

Thank you for your letter of April 17. Please enter our order for 175 invitations, according to submitted copy, at the price you quote.

I hope we can receive this order by May 15 so that the seniors will have ample time for addressing and mailing.

Sincerely yours

Mrs. William M. Thomas Registrar

C

February 5, 1948

E.A. Wright Co. 2545 N. Broad Street Philadelphia 32, Pa.

Attention: Miss Vera A. Gerhart

Dear Miss Gerhart:

You advised us last year that, because of the uncertainty of prices, it would be better to purchase diplomas on a one year, rather than a contract, basis. If the same obtains this year, please quote us prices on the same diploma we have been using, approximately 45 in number, for this year. If you feel that a five-year contract would be advisable at this time, please give us a price on 200 diplomas, for a 5-year period.

The only change in the diploma will be the date of graduation, which is June 10, 1948.

Sincerely yours

Mrs. William M. Thomas Registrar

CPT:b

J. P. STEVENS ENGRAVING COMPANY

HIGH SCHOOL AND COLLEGE DIPLOMAS . CERTIFICATES . GRADUATION INVITATIONS . ENGRAVED STATIONERY



IIO PEACHTREE STREET ATLANTA 3, GEORGIA

April 24, 1946

The Georgia State Womans College

Valdosta, Georgia

Attention: Mrs. Caroline P. Thomas

Dear Mrs. Thomas:

As instructed in your letter of April 19th we are entering order for 175 invitations engraved like the revised copy submitted. The work will have our careful attention and we expect to make shipment about the middle of May.

Thanking you and soliciting your further favors, we are

Yours very truly, J. P. STEVENS ENGRAVING CO. BY /

H. E. Sheats

id

BANWRIGHEN COMPANY Specializing in Fine Diplomas

CLYDE M. WILCHER

E.A.WRIGHT BUILDING BROAD AND HUNTINGDON STS. PHILADELPHIA

J. P. STEVENS ENGRAVING COMPANY

HIGH SCHOOL AND COLLEGE DIPLOMAS . CERTIFICATES . GRADUATION INVITATIONS . ENGRAVED STATIONERY



IIO PEACHTREE STREET ATLANTA 3, GEORGIA

April 17, 1946

Mrs. William M. Thomas The Georgia State Womans College Valdosta, Georgia

Dear Mrs. Thomas:

In reply to your letter we wish to say that we shall be glad to take care of your order for invitations the same as heretofore. The

cost of the first one hundred invitations will be #13.50 and each additional copy ordered at the same time 8-1/2¢ including single envelopes to match. From three to four weeks will be required to fill the order.

. Hoping to have the pleasure of serving you, we are

Yours very truly,

J. P. STEVENS_ENGRAVING CO.

H. E. Sheats

17/2 × 3/4 = 51 = 6.375



75

id

April 9, 1966

J. P. Stevens Engraving Company 110 Peachtree Street Atlanta, Georgia

Attention: Mr. H. E. Sheats

Gentlemen:

Will you be able to take care of our order for commencement invitations again this year?

What would the cost be for 175 invitations of the same kind used heretofore, with the indicated alterations? If you received out order by the end of this week, would you be able to complete the work by the first week in May?

Sincerely yours

C

Mrs. William M. Thomas Registrar

April 2, 1946

E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pennsylvania

Attention: Miss Vera A. Gerhart

Dear Miss Gerhart:

Here we go again! We now have a letter from the Regents' Office which reads, in part, as follows:

"This letter is to ask you to disregard instructions in my letter of March 15, and to have your diplomas prepared in the usual manner."

In the case of our diplomas, we shall have to use the <u>signature title</u> we have used before: Chancellor of the University System; though no signature will be engraved. The three signature titles will be "President of the College" and "Registrar" on the right side, and "Chancellor of the University System" on the left side, -- and no signatures.

The list of names for diplomas is inclosed. If there are any questions, please let me know.

Sincerely yours

Mrs. William M. Thomas Registrar

C





2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

March 21, 1946

Mrs. William M. Thomas, Registrar The Georgia State Womans College Valdosta, Georgia

Dear Mrs. Thomas:

We greatly appreciate the promptness with which you have replied to our letter and are pleased to advise you that all of the details mentioned are entirely clear.

It will be entirely possible for us to prepare a diploma for Miss O'Neal, bearing the signature of Dr. Sanford. If you will forward the necessary information to us our prompt attention will be given to the completion of this diploma.

In accordance with your request we are returning the carbon copies of your letters.

Just as soon as we receive the signature of the new Chairman of the Board of Regents our careful attention will be given to the necessary alteration of the plate.

Very truly yours,

E. A. WRIGHT COMPANY

Vera A. Gerhart-s

Sales Department

Vera a. Gerhant

March 18, 1946.

E. A. Wright Company 2545 North Broad Street Philadelphia32, Pa.

Attention: Miss Vera A. Gerhart

Dear Miss Gerhart:

Thank you for your letter of March 8. Replying to your questions in order:

1. All diplomas will bear the signature title of Registrar.

2. The number will probably be four (4) bachelor of science diplomas and twenty-one (21) bachelor of arts.

3. The new signature on diplomas will be that of Mr. Marion Smith, Chairman of the Board of Regents, instead of S. V. Sanford, Chancellor. The central office in Atlanta has notified us that it will have a plate made of Mr. Smith's signature, upon request. I am writing today, requesting that we be sent a signature so that you may make the plate, -- since I do not know whether the size the central office would be suitable, etc. Upon receipt of the signature (or plate) from the central office, I shall send it on to you, together with the exact wording of the signature title.

I expect to be able to send you the list of names by the end of next week.

Is the inclosed carbon copy of my letter to one of our June 1945 graduates self-explanatory? IS it is too much trouble to make Miss O'Neal's diploma with Dr. Sanford's signature? If so, hers could bear Mr. Smith's signature, since he was chairman of the board at the time. Of course, the only difference I thought there would be was that of the date, which is done by hand, anyway. (Please return the inclosures.)

Sincerely yours

Mrs. William M. Thomas, Registrar





2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

March 8, 1946

Mrs. William M. Thomas, Registrar The Georgia State Womans College Valdosta, Georgia

Dear Mrs. Thomas:

There are several matters which have come before us in the printing of your diplomas and cases, which will be required for your June graduation.

First of all, we are wondering if the entire lot of diplomas will bear the signature title of "Dean", or will the title of "Registrar" appear on a portion.

We should also like to know the approximate quantity of Bachelor of Arts and other degrees which will be required.

We believe the signature of S. V. Sanford as chancellor of the University System will no longer appear on your diplomas. Is this correct? If so, we should appreciate receiving the facsimile signature of the individual taking Mr. Sanford's place. This will mean a plate alteration and it is most important that we have the information at a very early date to allow our engravers ample time to have this change made.

Your cooperation in the past has been most excellent and we look forward to receiving your reply in the very near future.

You may be assured that our most careful attention will be given to the details involved in the completion of your diplomas and cases.

Very truly yours,

E. A. WRIGHT COMPANY Veraa Genhant

Sales Department

Vera A. Gerhart-s





2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

October 29, 1945

Mrs. W. M. Thomas, Registrar Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

Thank you for the notation on our recent letter advising us the approximate quantity of Diplomas and Cases required, as our formal acknowledgment enclosed.

This business is very much appreciated and will receive our usual careful attention to all details.

Very truly yours,

E. A. WRIGHT COMPANY

Vena a. ha

Sales Department

Vera A. Gerhart-b enc.

E.A.WRIGHT GOMPANY

ENGRAVERS · PRINTERS · STATIONERS

2545 NORTH BROAD STREET

PHILADELPHIA 32, PA.

Order Entered Send Proof Will Ship

Occurs

Charge to

Georgia State Woman's College o/o Mrs. W. M. Thomas, Registrar Valdosta Georgia

Ship F. O. B. Phila., via: To

In corresponding, refer to our Order No.

Terms:

Charge Accounts to be paid first of month following date of bill. Not responsible for money paid to agents.

Name of Order

Georgia State Woman's College Valdos ta .. Ga .

Your order is accepted subject to Federal regulations and with the understanding that we are not held responsible for variations in weight, finish or color of stock, nor for delays caused by strikes, priorities and other conditions beyond our control. Our responsibility ceases after delivery to common carrier. This order is made especially for you. Stock and materials have been provided for this particular order —cancellation will not be accepted. Reasonable over-run or shortage will constitute a completed order. The Custody of All Plates, Dies and Engravings is Required. This order is not subject to cancellation due to ending of hostilities.

Diplomas and Cases @ 2.75 per set inc. engrossing

ACKNOWLEDGMENT OF ORDER NOT A BILL

Our Order No.

3010

Customer's Order No.

30 ?

May 22, 1945

Miss Vera A. Gerhart E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pa.

Dear Miss Gerhart:

Our diplomas and cases arrived last week in good order -- all present and accounted for.

I did not find an invoice in either package; perhaps it is not your practice to inclose one, in which case we shall expect to receive it later.

Thanking you for taking care of our order again this year, I remain

Sincerely yours

C

Mrs. William M. Thomas Registrar

April 30, 1945

Miss Vera A. Gerhart E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pa.

Dear Miss Gerhart:

Two of our students not now in residence have finally, in a last minute burst of energy, completed correspondence courses they were working on and can qualify for the bachelor of arts degree in June. I hope that this letter reaches you in time to have their names included in our order, -- so that you will not be put to extra trouble. As far as the students are concerned, it doesn't matter because they will not participate in our commencement exercises. Their names are

Lucile Johnson Gordon

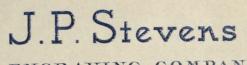
Jacqueline Smith McCrary

Thank you.

Sincerely yours

Mrs. William M. Thomas Registrar

C



ENGRAVING COMPANY

HIGH SCHOOL AND COLLEGE INVITATIONS DIPLOMAS ATLANTA GEORGIA

April 26, 1945

The Georgia State Womans College Valdosta, Georgia

Attention: Mrs. William M. Thomas

Dear Mrs. Thomas:

As instructed in your letter of the 25th we are entering order for 600 Commencement announcements similar to the sample submitted. This work will have our careful attention and have scheduled shipment for the week of May 14 - 19th. The cost will be 10ϕ each or \$60.00 total.

Thanking you for this business and soliciting your further favors, we are

Yours very truly,

J. P. STEVENS-ENGRAVING CO. Bv H. E. Sheats

am

April 25, 1945

J. P. Stevens Engraving Company Atlanta, Georgia

Attention: Mr. H. E. Sheats

Dear Sirs:

We should like to place our order for Commencement invitations. A revised form is inclosed. You will note that the girls are "announcing" their commencement this year (0.D.T. influence, maybe) rather than inviting people to attend, and they are sending out more announcements than they formerly did invitations. They want six hundred.

Single envelopes will be entirely satisfactory. We are not specifying a kind of paper; any quality which you are able to get and are willing to use would be satisfactory.

When you roofly aplease give us the price for the six hundred invitations, and also give us the approximate shipping date -- early in the week of May 13, perhaps?

Sincerely yours

Mrs. William M. Thomas Registrar

C

April 14, 1945

Miss Vera A. Gerhart E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pa.

Dear Miss Gerhart:

Inclosed is our list of names to be engrossed on our degree diplomas for the June commencement. If there is anything about the order which is not clear, please write to me.

Sincerely yours

C

Mrs. William M. Thomas Registrar





2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

April 4, 1945

Mrs. William M. Thomas, Registrar Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

It is a pleasure to reply to your letter of April 2, advising us of the change in your date of graduation.

The necessary steps have been taken to have the correction made and we are happy to say that the date has not yet been entered on your Diplomas.

In completing your order for Diplomas, we are wondering if you will want the signature title "Dean" printed on all the Diplomas, or if the title is to be omitted on all or part of the order. At the same time we would like to have your verification of the signature of S. V. Sanford as Chancellor of the University System.

Your past courtesies and cooperation are very much appreciated and we look forward to the pleasure of serving you further.

Very truly yours,

E. A. WRIGHT COMPANY

VAG/g

Sales Department





2545 NORTH BROAD STREET PHILADELPHIA 32, PA.

April 4, 1945

Mrs. William M. Thomas, Registrar The Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

May we receive, at your earliest convenience, the list of names to be engrossed on the Diplomas required for your Summer Commencement?

We presume these Diplomas will be required shortly and are most anxious to arrange for the completion of the work.

Please accept our sincere thanks for your many past courtesies; your reply will have our prompt and careful attention.

Very truly yours,

E. A. WRIGHT COMPANY Vera a. Genhant

Vera A. Gerhart-b

Sales Department



April 10, 1945

Miss Vera A. Gerhart E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pa.

Dear Miss Gerhart:

Thank you for your two letters of April 4. I hope to be able to send you the list of names by April 16,-that is, to have the list in your office by that time.

Since our order last year called for the signature title "Registrar" instead of "Dean", I did not mention it again this year. We do not have a dean at present; hence, we shall use the signature title "Registrar" until further notice.

I should also like to verify at this time the signature of S. V. Sanford as Chancellor of the University System.

About eight or ten graduates will receive the bachelor of science degree; the others qualify for the bachelor of arts degree. The two degrees will be indicated when the list is submitted to you -- a total of 43 or 44.

Thanking you for your continued helpfulness in the matter of our diplomas, I remain

Sincerely yours

C

Mrs. William M. Thomas Registrar

April 2, 1945

E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pa.

· Attention: Miss Vera A. Gerhart

Dear Miss Gerhart:

The date of our commencement has been changed because we did not have a spring vacation, in accordance with 0. D. T. requests. The date is now June 3 instead of June 10.

I wonder if you have already had the date entered on our diplomas. If you have, we shall not order new ones made, in the interest of saving materials. However, if it so happens that the date has not been entered, we should like to have the change made.

We shall order 42 diplomas this year, and I expect to send the list of names to you within the week.

Thanking you for your helpfulness in this matter, I remain

Sincerely yours

Mrs. William M. Thomas Registrar

C

July 13, 1944

E. A. Wright Company 2545 North Broad Street Philadelphia 32, Pa.

Attention: Miss Vera A. Gerhart, Sales Department

Dear Miss Gerhart:

Thank you for your letter of July 11. I am sorry if my previous correspondence with you led you to believe that we will have a commencement this summer. We do have four students who will complete degree requirements this summer, and who were announced for graduation at our June 4 commencement. Of these four, you prepared diplomas for three, with the date August 24, 1944, and sent them to us in time for the June commencement.

If you have another diploma already engraged, I would be glad to order at this time the diploma for the fourth student mentioned above. (We did not know at the Lime diplomas were ordered that she expected to attend during the summer quarter, and would be eligible for graduation then.) Her name is Grace Madeline Lawson; the date to be lettered is August 24, 1944. If you could let us have this diploma and cover -- there is no rush about it -- I think we would be able to clear up the matter of diplomas until next spring.

Again I apologize for the piecemeal orders we have sent in this year. We appreciate your continued courtesy and spirit of helpfulness.

Sincerely yours

Mrs. William M. Thomas Registrar

C





2545 NORTH BROAD STREET PHILADELPHIA 32

July 11, 1944

Georgia State Woman's College c/o Mrs. W. M. Thomas, Registrar Valdosta, Georgia

Dear Mrs. Thomas:

May we receive at your earliest convenience the list of names and date to be engrossed on the Diplomas required for your Summer Commencement?

Our records indicate that these diplomas will be required shortly, and we are most anxious to arrange for the completion of the work.

Please accept our sincere thanks for your many courtesies, and your reply will have our prompt and careful attention.

Very truly yours,

E. A. WRIGHT COMPANY

Vera a. Serhand

VAG/g

Sales Department





2545 NORTH BROAD STREET PHILADELPHIA 32

May 5, 1944

Mrs. William M. Thomas, Registrar The Georgia State Womans College Valdosta, Georgia

Dear Mrs. Thomas:

Thank you for your April 26th letter enclosing the list of names for diplomas to be dated March 14, June 4, and August 24.

All details of the work will have our careful attention.

Regarding the change from Dean to Registrar, although these diplomas have been prepared from the steel plate, we believe that the title can be erased, and the new title overprinted in a manner which will be satisfactory to you.

In the absence of your further advice F understand that you have accepted our judgment in the matter, and will arrange for the work accordingly.

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s

April 26, 1944

E. A. Wright Company 2545 Broad Street Philadelphia 32, Pa.

Attention: S.P. Bickel

Dear Sirs:

Inclosed is our list of names to be engraved on the diplomas. I am sorry that I was unable to submit this list sooner.

You will note that our next commencement date is Sunday, June 4. You will probably wish to send the diplomas for the ones who will graduate in August, along with the diplomas for those finishing in June. The first two names on the list are those who completed their work in March, but who did not apply for diplomas in time to get theirs in with the December order.

I am sorry that we have had to place our small order in two parts this year, and that so many different dates have had to be engraved on the various diplomas. However, I think that this year completes all our "accelerated" classes, and we expect now to have only one commencement next year.

Sincerely yours

Mrs. William M. Thomas Registrar

C

Please change the word "Dean" to "Registrar" under the line for the second signature on the right of the diploma. If this is already cut inthe engraving, can you cover the word when engraving the diploma, and letter it in at the time the name and date are added?

April 26, 1944

J. P. Stevens Engraving Co. Atlanta, Georgia

Attention: Mr. H. E. Sheets

Dear Sirs:

We should like to place our order for 285 invitations, revised form inclosed.

As usual, we are a little late in placing our order. Could you let us have them by May 8, or by the middle of that week?

Thanking you for your attention to this order, I remain

Sincerely yours

C

Mrs. William M. Thomas Registrar

November 27, 1943 -

E. A. Wright Company 2545 North Broad Street Philadelphia 32 Pennsylvania

Attention: Mr. S. P. Bickel

Dear Mr. Bickel:

I write now to give you the name of the student I spoke about in my letter of November 24: Ellen Louise Ogburn. As I mentioned before, the date to appear on her diploma is December 19, 1943. I hope this information does not arrive too late to enable you to include her diploma with the others ordered on November 20.

Sincerely yours

C

Mrs. William M. Thomas Registrar November 24, 1943

E. A. Wright Company 2545 North Broad Street Philadelphia 32 Pennsylvania

Attention: Mr. S. P. Bickel

Dear Mr. Bickel:

Thank you for your letter of November 22, acknowledging receipt of our order for diplomas.

There is one more name to be added, but I have not yeat heard from the young lady (she completed her work last summer) and do not know how she wants her name to appear on the diploma. I should be able to have this information in your office not later than November 29. The date on her diploma will be December 19, 1943.

I am sorry that this student's name was not included with the others, but I had thought she would not be able to return for the graduation exercises until June.

Sincerely yours

Mrs. William M. Thomas Registrar



PECIALIZING in fine Diplomas E.A.WRIGHT GOMPANY

ENGRAVERS · PRINTERS · LITHOGRAPHERS

2545 NORTH BROAD STREET PHILADELPHIA 32

November 22, 1943

Mrs. William M. Thomas, Registrar The Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas.

Thank you for your November 20th letter enclosing the list of names for diplomas to be dated December 18, 1943 and March 14, 1944.

As it will be more practical to complete all of the diplomas and cases at this time, we will arrange for the work on that $b_{a}sis$.

Further instructions regarding the list of names and date of the June diplomas will have our careful attention.

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s

WHEN ADDRESSING MAIL TO US PLEASE USE THE NEW DISTRICT NUMBER - 32

E. A. WRIGHT COMPANY 2545 N. BROAD STREET PHILADELPHIA 32, PA.

November 22, 1943

J. P. Stevens Engraving Co. 110 Peachtree Street Atlanta, Georgia

Attention: Mr. H. E. Sheats

Dear Mr. Sheats:

Thank you for your letter of November 18.

We should like to place our order at this time for three hundred invitations, with single envelopes.

As there is no change in the form, except in the date (which this year is to be December 19), there is no need for you to submit proof.

I hope we shall be able to receive these by December 1 or 2.

Sincerely yours

Mrs. William M. Thomas Registrar

Mr. S. P. Bickel E. A. Wright Company 2545 North Broad Street Philadelphia, Pennsylvania

Dear Mr. Bickel:

The accelerated college program, of which some students have taken advantage and some have not, has resulted in necessity for more than one graduation during the year. Our order this year will have to be in two parts. Part I is inclosed; Part II will be sent to you some time in March or early April.

As the time is growing short -- only four weeks now --I have given you the minimum amount of the order that we can get by with at this time. You will note that there are seven complete diplomas, and thirteen additional covers, without inserts.

If you have time, and if it is simpler for you to make the inserts for the other thirteen at this time, the date for these is March 14, 1944.

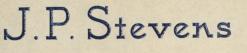
The other part of the order will be fentthose graduating in June. There will be about a dozen of these.

Thanking you for your assistance in this matter, I am

Sincerely yours

Mrs. William M. Thomas Registrar

Ç



ENGRAVING COMPANY

HIGH SCHOOL AND COLLEGE INVITATIONS DIPLOMAS

ATLANTA GEORGIA

November 18, 1943

The Georgia State Womans College

Valdosta, Georgia

Attention: Mrs. William M. Thomas

Dear Mrs. Thomas:

In reply to your letter of the 17th we wish to say that we shall be glad to furnish your invitations and can ship them in about a week or ten days after receipt of final instructions.

We are furnishing most invitations with single envelopes but we happen to have double envelopes for the style of invitation you use so we can furnish them if wanted.Price will be the same as paid the last time, \$27.50 for three hundred. If single envelopes are used there will be a reduction of \$1.00 per hundred.

Thanking you and awaiting your further instructions, we are

Yours very truly,

J. P. STEVENS ENGRAVING CO. BY

H. E. Sheats

J. P. Stevens Engraving Company 110 Peachtree Street Atlanta, Georgia

Attention: Mr. H. E. Sheats

Dear Sir:

Will you be able to furnish our Commencement invitations again this year? Copy is inclosed. We have been using two envelopes, but I understand that, these days, the limit is one.

Please let us know the cost (we shall order about three hundred), and also tell us how soon you could let us have them. I note that you said in your letter of February 25 to Dr. Reade, in regard to invitations ordered for the March Commencement, "Shipment can be made within one week after receipt of final instructions...." I hope you are not too rushed at this time to help us out again.

Sincerely yours

Mrs. William M. Thomas Registrar

C

P. S. We shall send the order immediately upon receipt of your reply.

June 28, 1943

Mr. S. P. Bickel, E. A. Wright Company, 2545 North Broad Street, Philadelphia, Pennsylvania.

Dear Mr. Bickel:

We have to-day received the corrected diploma for Ava Rentz Collins. It is beautifully done and we are very grateful.

Herewith, we are returning the list which you requested that we send back.

Yours very truly,

Mrs. L. J. King. Assistant Registrar





2545 NORTH BROAD STREET PHILADELPHIA

June 25, 1943

Mrs. L. J. King, Acting Registrar The Georgia State Woman's College Valdosta, Georgia

Dear Mrs. King:

We acknowledge your June 22nd letter and enclose the diploma of Ava Rentz Collins, corrected in accordance with your instructions.

Also enclosed is the original list received in March, and as this has been taken from our files, ask that it be returned to us.

If the correction is satisfactory we ask that you accept it with our compliments, and should a new diploma be required, your instructions will have our careful attention.

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s eno.



June 22, 1943

E. A. Wright Company, 2545 North Broad Street, Philadelphia, Penn.

Gentlemen:

Attention: / Mr. S. P. Bickel.

When we gave out our June diplomas, we noticed that you have the name of Ave Rentz Collins spelled wrong. You have the first name spelled Ave, instead of Ava. I checked on the copy of the list of names I sent you and I had the name spelled Ave, as it should be spelled. (AVA) I am returning this diploma herewith and shall bppreciate it if you will send us another one with the name spelled correctly.

Yours very truly,

Mrs. L. J. King, Acting Registrar.





2545 NORTH BROAD STREET PHILADELPHIA

March 2, 1943

Mrs. L. J. King, Acting Registrar The Georgia State Woman's College Valdosta, Georgia

Dear Mrs. King:

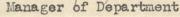
Thank you for your February 26th letter.

It is a pleasure to advise that all diplomas and all cases for both March and June commencements are scheduled to be shipped in time to give delivery to you by March 10th.

Very truly yours,

E. A. WRIGHT COMPANY

S.P.Bickel-s





HIGH SCHOOL AND COLLEGE INVITATIONS DIPLOMAS ATLANTA GEORGIA

March 1, 1943

The Georgia State Womans College

Valdosta, Georgia

Attention: Mr. Frank R. Reade

Gentlemen:

As instructed in your letter of February 27th we are entering order for 300 invitations engraved like the sample and copy submitted in your letter of February 23rd. This work will have our immediate attention and we plan to make shipment about Thursday or Friday of this week.

Assuring you of our appreciation of the business and soliciting your further favors, we are

Yours very truly,

J. P. STEVENS ENGRAVING_CO. F BY 7 F

H. E. Sheats

February 27, 1943

Mr. H. A. Sheats J. P. Stevens Engraving Company 110 Peachtree Street Atlanta, Georgia

Dear Mr. Sheats:

Thank you for your letter of February 25.

We want three hundred (300) commencement invitations, and I hope that you can ship them by Thursday or Friday of next week. I am sorry to rush you like this, but do want our girls to have time to send the invitations out before commencement;

I shall depend on you to check the proof.

Very truly yours,

FRR/ar

Febryary 26, 1943

E. A. Wright Company, 2545 N. Broad Street, Philadelphia, Pennsylvania.

Gentlemen:

Attention: Mr. S. P. Bicket.

It has been, decided here to have the prospective June graduates go through the graduation exercises on March fourteenth with the March graduates. We would like to hand them their diploma cases with their names on them without their diplomas. Will you please have these cases made up with the names, etc. and send them to us along with these of the March graduates? I am enclosing a list of the June graduates.

You may consider this an order for the June diplomas, though they need not be made up until later. The date that should appear on the June diplomas is June 4, 1943.

We shall appreciate it very much if you can get these extra diploma cases to us along with the March diplomas, by March tenth.

Thanking you, - am,

Yours very truly,

Mrs. L. J. King, Acting Registrar.

Air Mail



110 PEACHTREE STREET

HIGH SCHOOL AND COLLEGE INVITATIONS DIPLOMAS ATLANTA GEORGIA

February 25, 1943

The Georgia State Womans College Valdosta, Georgia

Attention: Mr. Frank R. Reade

Gentlemen:

In reply to your letter of the 23rd we wish to say that we shall be glad to fill your order for Commencement invitations and are in position to give the work prompt attention. Our price for the invitations engraved like the revised copy submitted will be \$12.50 for the first one hundred complete including double envelopes and \$7.50 for each additional one hundred.

Shipment can be made within one week after receipt of final instructions, and we hope to be favored with the business.

Yours very truly,

J. P. STEVENS ENGRAVING CO. BY H. E. Sheats

ghapp NA

id

February 23, 1943

The J. P. Stevens Engraving Company Atlanta, Georgia

Gentlemen:

Please advise me, by return mail, if possible, whether or not you can furnish Commencement invitations for us this year.

Invitations should be like those of last year, with the two envelopes, with changes in wording as indicated on enclosed invitation.

We shall have a mather small graduating class this year; so please advise cost on minimum number of invitations, --- and also advise about delivery date. We should very much like to have these invitations quite early in March.

Very truly yours,

FRR/ar





2545 NORTH BROAD STREET PHILADELPHIA

February 16, 1943

Mrs. L. J. King, Acting Registrar The Georgia State Womans College Valdosta, Georgia

Dear Mrs. King:

Thank you for your February 12th letter enclosing the list of names for diplomas to be dated March 14, 1943.

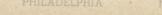
All details of the work including your request to have these not later than March 10th will have our careful attention.

Very truly yours,

E. A. WRIGHT COMPANY

S.P.Bickel-s

Manager of Department



GO · D

February 12, 1943

E. A. Wright Company, 2545 N. Broad Street, Philadelphia, Pennsylvania.

Dentlemen:

Attention: Mr. S. P. Bicket. .

Enclosed is a list of the names to be entered on diplomas for our March commemorant. We will need these not later than <u>March tenth</u> and shall appreciate your co-operation in this matter.

Thanking you, I am,

Sincerely yours,

Mrs. L. J. King, Acting Registrar.





2545 NORTH BROAD STREET PHILADELPHIA

January 26, 1943

March 14, 1943

Mrs. W. M. Thomas, Registrar The Georgia State Womans College Valdosta, Georgia

Dear Mrs. Thomas:

We are glad to advise in reply to your January 18th letter that we have not begun work on the date appearing on your diplomas.

We are witholding this portion of the work and will be glad to have your further instructions which we understand will come in about a week or ten days.

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s



IGO · DETROIT

January 18, 1943

E. A. Wright Company 2545 North Broad Street Philadelphia, Pa.

Attention: S. C. Bickel

Dear Sirs:

Some time after the middle of October you wrote asking us for an estimate of the number of diplomas we would need this year, and asked for the date of graduation. As we are contemplating changing our date of graduation, I write to ask if you have already begun the lettering in of the date. If you have not, please do not begin this work until you hear from us. If you have, and have completed only a few, please discontinue, as it may be possible that half the diplomas will carry one date and half another. I hope we shall have this matter settled in a week or ten days.

Yours very truly

Mrs. W. M. Thomas Registrar





2545 NORTH BROAD STREET PHILADELPHIA

October 20, 1942

Mrs. W. M. Thomas, Registrar Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

Thank you for your notation on our letter relative to diploma requirements.

Your assistance at this time is greatly appreciated and we enclose formal acknowledgment of the order which has been entered for an estimated 38 diplomas and cases, and assure you that all details of the work will have our careful attention.

As soon as definite information is available relative to whether you shall have a graduation in March, we will be glad to hear from you, and assure you of our every effort to extend full cooperation in the completion of this work.

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s enc.

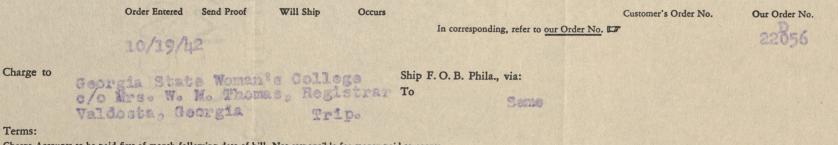


ENGRAVERS · **PRINTERS** · **STATIONERS**

2545 NORTH BROAD STREET

PHILADELPHIA

ACKNOWLEDGMENT OF ORDER NOT A BILL



Charge Accounts to be paid first of month following date of bill. Not responsible for money paid to agents.

Name of Order	State Woman's College	Your order is accepted subject to Federal regulations and with the understanding that we are not held responsible for variations in weight, finish or color of stock, nor for delays caused by strikes and other conditions beyond our control. Our responsibility ceases after delivery to common carrier. This order is made especially for you, stock and materials ordered — cancellation cannot be accepted. Reasonable over-run or shortage will constitute a completed order. The Custody of All Plates and Engravings is Required.
38?	Diplomas and Cases	@ 2.35 per set ins. engressing & stamping individual

names

F109-3M-2-42

16





2545 NORTH BROAD STREET PHILADELPHIA

May 8, 1942

Mrs. W. M. Thomas, Registrar The Georgia State Womans College Valdosta, Georgia

Dear Mrs. Thomas:

It is a pleasure to acknowledge receipt of your May 1st letter and we will be glad to prepare a diploma for the name listed therein.

Enclosed is a reading proof of the steel engraved plate showing the alteration of the date clause for June 5, 1942.

The approval and return of this proof at your earliest convenience will be appreciated and enable us to arrange for the preparation of the diplomas.

prined Netwood May 11, 1942

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s enc.

May 1, 1942

E. A. Wright Company 2545 North Broad Street Whiladelphia, Pa.

Dear Sirs:

I am sending you now one of the two names to appear on the additional diplomas you were to prepare. It may be that the other name will not be sent to you until the end of the summer session. The name is:

Marian Reppard Orr

Thanking you for your attention to this matter, I am. Sincerely yours

Mrs. W. M. Thomas Registrar





2545 NORTH BROAD STREET PHILADELPHIA

April 28, 1942

Mrs. W. M. Thomas, Registrar Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

It is a pleasure to acknowledge receipt of the list of names for diplomas which we understand are to be dated June 5, 1942.

In accordance with your request we will prepare two diplomas and hold them for names to come.

Very truly yours,

E. A. WRIGHT COMPANY

S.P.Bickel-s

Manager of Department



March 20, 1942

Mr. S. P. Bickel E. A. Wright Company 2545 North Broad Street Philadelphia, Pennsylvania

Dear Mr. Bickel:

Thank you for your letter of March 17. The date

0

of Commencement is Friday, June 5, 1942.

Sincerely yours,

-

Mrs. Caroline P. Thomas Registrar





2545 NORTH BROAD STREET PHILADELPHIA

March 17, 1942

Mrs. W. M. Thomas, Registrar Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

It is a pleasure to acknowledge receipt from Mr. H. C. King of your March 10th letter addressed to him.

The privilege of continuing our record of service is greatly appreciated and we are glad to enclose formal acknowledgment of the order which has been entered, as the first year of a five year contract.

We understand that genuine sheepskin parchment is to be used for the completion of these diplomas, with the substitution of Cranes Parchment Deed #44 in future years should the genuine sheepskin parchment be unobtainable.

May we have at this time the date of commencement which will enable us to make the necessary alterations to the steel engraved plate.

All details of the work will have our careful attention and we thank you for your reply.

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s enc.

and you for your letter , 1942.

HILADELPHIA · NEW YORK · CHICAGO · DETROIT · BOSTON

E.A.WRIGHT GOMPANY

ENGRAVERS · PRINTERS · STATIONERS

2545 NORTH BROAD STREET

PHILADELPHIA

ACKNOWLEDGMENT OF ORDER NOT A BILL

		Entered Send 26/42	l Proof Wi	ill Ship Occ	Curs	In corresponding, refer to <u>our Order No</u> .	Customer's (Order No. d	Our Order No. D 21179	
		. W. M.	Thomas.	College , Regist:		7. O. B. Phila., via:				
Terms: Charge Accounts to	o be paid first of m	nonth following	date of bill. Not a	responsible for mon	ey paid to age					
Name of Order	Georgia	State	Woman ³ s	College	Your order responsible conditions I This order Reasonable The Custod	is accepted subject to Federal regulation for variations in weight, finish or color eyond our control. Our responsibility ce s made especially for you, stock and mate over-run or shortage will constitute a con y of All Plates and Engravings is Require	ons and with of of stock, nor ases after delive rials ordered — opleted order. ed.	the understanding for delays caused ry to common car cancellation cannot	that we are not held by strikes and other rier. be accepted.	*
	369 Di	i pl oma s	and Can	888 (2.35	per set inc. engre & stamping individ names)sing bal			

THE CHAS. H. ELLIOTT CO.

Engravers Printers Jewelers

LEHIGH AVE. AND SEVENTEENTH ST., PHILADELPHIA, PA.

March 10, 1942

Mrs. W. M. Thomas, Registrar, Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

You wrote us about the 18th of February regarding the matter of diplomas on which we had confirmed a bid made by our Mr. Don Haworth. In this letter you said that the matter would probably be settled within the next week or ten days. May we be advised if a decision has been reached?

Thanking you, we are

Yours very truly,

THE CHAS. H. ELLIOTT COMPANY

Navy V. Elliott - President

HVE:MD

March 10, 1942

Mr. Hillyer'C. King Box 377 Athens, Georgia

Dear Mr. King:

I did not reply to your telegram of Friday afternoon, for I had written you the day before, giving you the information you needed, and I knew you would have my letter the following morning. (The fact that we do not have a one-day mail service between here and Athens is often a great inconvenience to us, especially in regard to our correspondence with the University.)

I have today received from the Supervisor of Purchases an O. K. on the contract. Your company may go ahead with the work. The list of names will be sent to you later.

Mr. Dusenbury has already given the order for our invitations to another company.

Sincerdy yours

C

Mrs. W. M. Thomas Registrar

March 6, 1942.

Mr. H. E. Sheats J. F. Stevens Engraving Company 110 Peachtree Street Atlanta, Georgia

Dear Mr. Sheats:

I write to advise you that the contract for our diplomas has been awarded to the E. A. Wright Company. Thank you for your interest and courtesy in this matter.

"roof on our commencement invitations is inclosed.

Sincerely yours

Mrs. W. M. Thomas Registrar

March 5, 1942 .

Mr. Hillyer C. King Box 377 Athens, Georgia

Dear Mr. King:

There taken up the matter of diplomas with Mr. Dusenbury, and he has had me write to the Supervisor of Purchases telling him that we are placing with the E. A. Wright Company a five-year contract for diplomas. Mr. Dusenbury feels confident the matter will go through all right.

Will you advise your company that our preliminary estimate on the number of diplomas for this year is thirty-six? I hope to be able to send in, direct to the company, the list of graduates sometime this month -- perhaps about the 25th.

With all good wishes, I remain

Sincerely yours

Mrs. W. M. Thomas Registrar

. February 18, 1942

Mr. Hillyer C. King Box 377 Athens, Georgia

Dear Mr. King:

The inclosed correspondence is self-explanatory. The fact that I have not received a reply has not, for me, an explanation!

I should like very much for you to let me know by return mail whether or not your company would like to bid on our diplomas. It is not necessary that I receive the price itself by return mail -- just a notification to wait for a bid.

Thanking you for whatever information you may be able to give me, I remain, with kind personal regards

Sincerely yours

Mrs. Caroline P. Thomas Registrar

March 5, 1942

Mr. Harry V. Elliott, President The Chas. H. Elliott Company LeHigh Avenue & Seventeenth St. Philadelphia, Pennsylvania

Dear Mr. Elliott:

I write to advise you that our contract for diplomas has been given to the E. A. Wright Company. Their price was lower than that of the other companies,. and their work has been satisfactory.

Thank you for your interest in this matter.

Yours very truly

Mrs. W. M. Thomas Registrar

THE CHAS. H. ELLIOTT CO.

Engravers Printers Jewelers

LEHIGH AVE. AND SEVENTEENTH ST., PHILADELPHIA, PA.

January 20, 1942

Mrs. W. M. Thomas, Registrar, Georgia State Woman's College, Valdosta, Georgia

Dear Mrs. Thomas:

On December 15, we had the pleasure of confirming a quotation on diplomas for Georgia State Woman's College made by our Mr. Don Haworth, and we presume that this matter is still under consideration.

We would be very glad to hear further from you if we can be of further assistance, and we would advise a decision as promptly as possible owing to the difficult situation concerning Genuine Parchment Sheepskin as well as the leather used in your cases.

Hoping we may hear favorably from you, we are

Yours very truly,

THE CHAS. H. ELLIOTT COMPANY

HarryElliott HARRY V. ELLIOTT - President

HVE: MD

THE CHAS.H. ELLIOTT CO.

Engravers Printers Jewelers

LEHIGH AVE. AND SEVENTEENTH ST., PHILADELPHIA, PA.

December 15, 1941

Mrs.W. M. Thomas, Registrar, Georgia State Woman's College, Valdosta, Georgia

Dear Mrs. Thomas:

Our Mr. Don Haworth has just reported on his recent visit to you in connection with the matter of your diplomas. We confirm the price which he made you on a new engraved plate, giving you the very finest selected sheepskin, size 6 x 8 with Genuine leather cover stamped in gold -

.....\$ 2.35 each

Or, if the size of the Genuine Parchment skin is $7\frac{1}{4} \times 9\frac{1}{4}$, with case, as above mentioned -

....\$ 2.68 sach

We understand that a decision will be made in this matter in January and we will be pleased to hear from you at that time.

Yours very truly,

THE CHAS. H. ELLIOTT COMPANY

Namy V. Eecost

HARRY V. ELLIOTT - President

HVE: MD

THE GEORGIA STATE WOMANS COLLEGE AT VALDOSTA, GEORGIA

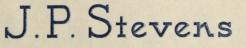
Dec. 13, 19 41

I herewith submit prices for

a quantity of 200 diplomas as follows; 7/4 × 9/4 - gennine leather-genine parchment # 2 68 6 × 8 11 11 11 # 2 35

Cases lived in red with name of College on front of case in gold. If students name on front of Care add :25 + each eftra,

Chas. H. Ellist Co. by Don, D. Hawarth



ENGRAVING COMPANY

HIGH SCHOOL AND COLLEGE INVITATIONS DIPLOMAS ATLANTA GEORGIA

November 29, 1941

Mrs. Caroline P. Thomas Georgia State Womans College Valdosta, Georgia

Dear Madam:

At the request of our Mr. Ragsdale who has been discussing with you the matter of diplomas we are pleased to quote you the following prices:

- 200 Diplomas engraved on Genuine Sheepskin size 9 x 7 inches with name of graduate and date inserted, with Morocco Grain Sheep leather covers \$2.60 each complete.
 - Ditto with Genuine Morocco leather covers 3.70 each complete.

These prices are based on a contract order for the 200 diplomas to be delivered over a five year period, each lot to be invoiced when shipped.

The leather covers would of course bear the College name or name and address whichever you prefer.

We are not quoting on the Morocco Grain Cowhide as this material is not available at the present time.

We hope you will find these quotations sufficiently attractive to enable you to place the business with us. We have had many years experience in this line and are sure that we can serve you satisfactorily. If there should be any further information desired in this connection we will write you fully upon request.

Yours very truly,

J. P. STEVENS ENGRAVING CO. BY / 1 H. E. Sheats

id

THE CHAS.H. ELLIOTT CO.

Engravers Printers Jewelers

LEHIGH AVE. AND SEVENTEENTH ST., PHILADELPHIA, PA.

November 11, 1941

Mrs. W. M. Thomas, Registrar, Georgia State Woman's College Valdosta, Georgia

Dear Mrs. Thomas:

Thank you for your inquiry of the 8th in the matter of diplomas. We have just the thing we believe you would like to use and we would like to place it before you through our Georgia representative Mr. Don D. Haworth and we have sent a copy of your letter to him with the request that he see you at a convenient time to you because we have suggested what we think will interest you.

Hoping to make your diplomas for 1942, we are

Yours very truly,

THE CHAS. H. ELLIOTT COMPANY

Mary V. Ecciott

HARRY V. ELLIOTT - President

HVE:MD

94 IDE OF CARD IS FOR ESS. inna Statel mist in Thomas, 9 Valda ma





2545 NORTH BROAD STREET PHILADELPHIA

June 6, 1941

Mr. J. R. Dusenbury, Purchasing Agent The Georgia State Woman's College Valdosta, Georgia

Dear Mr. Dusenbury:

We are glad to acknowledge receipt of your June 4th purchase order #27 for one degree diploma to be dated June 6, 1941.

As we believe the usual leather case is required we will arrange for the inclusion of this with the shipment.

All details will have our careful attention.

Very truly yours,

E. A. WRIGHT COMPANY

Manager of Department

S.P.Bickel-s