THE MARKETIKG
$O F$
COLLBCTORS' POSTAGZ STANPS
by
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## Preface

Tins thesis aims to explore the field and study the problems of marketing postage stamps from stamp issuing govarmants to the actual final stamp collector and all marketing spacialist batween the two.

With one or two exceptions, Ifttle has been published in recent years to further the skills and techniques of muccessful stmonarketing. The large firms are oucceseful bectuad they apply modarn marketing ldeas to their business. The majority of tamp desiera are aither one man operations or even part-time operators with little idea of how gucceseful merchandiging in other flelds can be applisd to marketing gtampe. It in to thie group that this paper is dedicated,

Vaxious books and pamphlets which have been published on the subject of atamp dasling since the turn of the cantury, the trade journals of the United States and Great Britain, few non-philatelic books, the stamp collectors' publications, and mail questionnairea and pergonal Interviews of etamp dealers and postal adminietratora of various countries have been the sources coneulted.

Organizational featuref and operations of the more auccessful firms hove been studiad. All data hes been compiled, consolidated, and analyzed showing the best marketing techniques for postage atampa for collectore in the opinion of this wifter batad on his resasches over a two year period.

## Acknowledgements

The writer acknowledges the help received from many prominent stamp dealers, postal administrations, and Professor Parker M, Holmes for aid in organizing this thesis.

Most of the books consulted for the preparation of this thesis wexe not available in whaukee libraries. The writer is deeply indebted to Mr. II. M. Calkins of the Philatelic Library of Los Angeles and to Mrs. Josephine L. Rldridge, Librarian of the Collectors Club of New York to grant apecial permission to allow mall loan of these reference works.

Particular credit for individual asistance is due to Mr. Joe E . McGaffree of Miniverse Services, Los Angales; Mr. Jacques Minkus of Minkus Publications, Inc., New York; Mr. Herman Herst, Jr., New York; Mr. Lucius Jackson of the Stamp Wholegaler, Burlington, Vermont; Mr. Ronald H. Terrill of Oahkooh, Wisconain; Mr. Henry Harris of H. E. Harris \& Co., Boston, and Kr. Jamas Watson of stanley Gibbons, Ltd., London.

For the proceduras of stamp distribution from governments direct to dealers we are indebted to the United States Post Office Department Philatelic Agency; 1'Agence Comptable dee Timbre's-poste D'Outre-mar (French colonial philatelic agency), Paris; Deutsches Bundespost (German philatelic agency), Frankfort; Bundeministerium fur Verkehr
und Verstaatlichte Betriebe, Generaldirektion fur die Post-und Telegraphenverwaltung (Austrian philatelic agency), Vienna; Direction Genaral of PTI (Swiss philatelic agency), Berne; the Netherlands Postal and Telecommications Services, Philatelic Service, The Hague, and The Crown Agents, London.

Last, but not least, is the credit due my loving wife Sally, who not only typed the final form of this thesis, but has been a continuous inepiration during its two year preparation.

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## Chapter I

## Introduction

## History of Stamp Marketing

In 1840 Sir Rowland Hill of Great Britain invented the Eirst adhesive postage stamp for the prepayment of mail. Prior to this time mail was either paid for in cash with the poatmaster inscribing the work "PAID" and his initials or name on the envelope or employing some type of stamping device to serve the same purpose. Other mail was sent unpaid to be paid by addressae when delivered. The many abuaes of this system whereby much mail made two trips and was never paid for, prompted the adoption of Hill's adhesive postage stamp in May, 1840.

In relatively short time other countries took hold of the idea and by 1880 almost every country and colonisi possession in the world had postage stamps. 1

It wasn't long after the issuance of postage stamps, that collectors in a somewhat crude approach to the hobby appeared on the scene. In the $1840^{\prime} \mathrm{s}$ a fathionable young London lady advertised in a newspapar to obtain as many used copies of the new postage stamps as possible with the idea of decorating her boudoir in wallpaper fashion.

More serious collectors followed, and with them came philatelic societiea and stamp merchants all over the globe.

1sidnay R. Esten, "Tirst Stamp Insues from 1340 to 138 C
Topical Time, V, No. 2 (March-April, 1954), 62-65.

Societies were established to provida local meetings for adherents of this hobby of collecting bits of postal paper. Trading was, and still is, one of the prime purposes behind such societies. Collectors bring their duplicates to these meetings and trade by means of barter, efther gtamp for stamp as it was in the beginning or on the basis of an established catalog value.

As yaars went by sone anthustastic collectors organized national stamp societiea which have come to encompass thousands of atamp collectors in every state, territory and foreign countries. These larger organizatione offer greater opportunities for trading with collectorg at greater diftances enabling collectors to increase the size of their collectors more than that possible by local trading.

These organizations established Sales and Exchange departments whereby members might purchase amall booklat with 100 apty spaces for mounting postage stamps for sale. Above and below the collactor fills in information such as Scott's Standard Postage Stanp Catalogue number, Scott's price and net price. He in turn can requeat books on his collecting intereste from the Sales Department which ware prepared by other members. For this service the Sales Department manager raceives a commission of between $12 \frac{1}{2} \%$ and $15 \%$. Exhibit A, page 3 shows a Sales Book of the Amarican Topical Association.

If a maber collector wishes to trade independent of the department, he can make personal contacts with other members and arrange his own barter of stamp by mail.

## SALES DEPARTMENT

## American Topical Association

Book No.

Net Book Value \$

Topical Contents $\qquad$

Owner Owner's Book No.

Sales Dept.
Manager

Note Rules and Regulations before mounting or ratioving stamps from this hook. This book must
 of this Association

## Exhibit A

Sales Book of the American Topical Assoctation

Collectors now had opportunities to obtain stamps from collectors locally, nationally, and to a more limited extent internationally; but there was still something lacking. Barter was sometimes an awkward means of exchanging. A new element was needed on the stamp collecting horizon--the professional stamp dealer gelling for money to collectors, either as a full time business or a part time operation.

Soon after trading among collectors began some of them accumalated more atams than they could dispose of through normal channels of trading, so they cried to reach more collectors to dispose of these stamps. If the collector hclding many duplicates already had all of the stamp offered by the other in his collection, he would ask for cash for his stamp. He was then on his way to becoming either a part tire or full time stamp dealer.

As the number of collectors grew and grew with tha years, so did the number of atamp dealers, so that now the leading stamp trade journal, The Stamp Whalesaier reaches close to 7,000 full or part time dealers in the United States alone.

One of the very early ctanp dealers should naturaily have bagun In England, the birthplace of the postage stamp and the center of world trade at the tima. He was Stanley Gibbons who began dealing in postage stamps in London as early as 1856, just sixtean years after the issuance of the first stamp of the world.

Today Scanley Gibbons Ltd., establishad for 102 yeazs, is one of the formost stamp dealers and album and catalog publishers in the world. This writer had the opportunity to visit their four story premises in london and incerviewed several of the principle members of the firm in 1957. ${ }^{1}$

## Scope of the Industry

Pew stamp organizations own their own buildings, thougin there are exceptions auch as the Gibbons organization and Ernst Miler of Basel, 8witzerland which has just erected a uagnificent new center which includes a hotel for his out of city customers.

Seven Seas Stamps, an international stamp finm in Australia, built in 1957 a building witil 70 foot frontage exclusively devoted to its stamp dealing activities. Two of the unusual special features of the new equipsent in the building are a stamp mounting hinge machine which produces 4000 gtan linges per minute in a special air conditioned room to prevent the special hinge paper from either becoming overly moist and sticky or over dry and brittle and apecial heat-sealing
${ }^{1}$ Interview with James Watson, Stanley Gibbons, Ltd., London, August 27, 1957.

Charles J. Phillips, Fifty Xears of Philately (London: Stanley Gibbons Co., 1906).
(James Watson), The Stanley Gibbong Gentenary, 1856-1956
(London: 8tanley Gibbons, Ltd., 1956).
machine for closing stamp packets as quickly as 1000 per hour. The firm has two thousand mall order clients in the United States alone and distributes to many more customers in Australia. ${ }^{1}$

In the United States, however, most dealers rent their gremises in office buildings on upper floors or occasionally in street floor locations. The giant of American stamp firms is H. R. Harris \& Co. of Boston founded within the past 40 years. The Herris Company occupies one and one-half floors of the Transit building as well as another building in New Hampshire for the assembly of assorted packages of stamps called packets in the trede. The Harris organization employs an amazing total of over 250 employees which is tretweduas in the stamp business. ${ }^{2}$

Other large organizations occupying large offices are the wuction houses of New York, London and elsewhere.

Stamp centers have been buflt up in London, Paris, Vienna and New York, London still claims to be the laader of the world, though New Yorkers prefer to feel that their Naseau Straet is the starp marketing center of the world.

[^0]On Nasgau Screet in lower Manhattan just off Wall Street and near the Battery, one can find literally millions of stanms and about one hundred stamp retailers and wholesalers including nearly a dozen street floor shops.

One building of about ten stories called the stamp Center at 116 Nasgau Street contains nothing but stamp dealers on every floor and in every office.

In midtowa Manhattan is the Minkus organization which has made tremendous growth in its brief 27 years existence. Starting as a single stamp sales counter in Gimbels New York City store 27 years ago, Jacques Minkus has established 14 such stamp depariments in leading department stores from coast to coast; published a complete line of stamp albums distributed not only through the usual stanip trade and Minkus' owr departments, but through the book selling trade via the Grosset \& Dunlap organization; established a stamp distributing organization for the governments of Israel and Switzerland; and published the first new world wide stamp catalog published in America since the turn of the century.

Grosset \& Dunlap sold $\$ 1,000,000$ worth of philatelic albums, books, and supplies through book store outlets alone during 1955.1 This does not include sales of similat material through otamp dealezs
${ }^{1}$ Jacques Minkus, How to Increase Profics with Stap Albums and Outfits (New York: Minkus Publications, Inc, no date), p.l.
and represents only one line, those issued by Minkus Publications, Inc. The Minkus organization, which started as a one man business twentyfive years ago, now has a payroll of hatif a million dollars, 1

The gtandard catalog in America is Scott's Standard Postage Stamp Catalog which in 2000 pages chronicles all the stamps from hundreds of stamp isguing entities from 1840 to date. Tha huge volume appears annusily and is supplemented monthly in the Scott'g Nonthly Journal.

The backbone of the stamp trade is the one man operator working from his home or from amall office with perhaps one or two clerks frequently mamers of his immediate family. There are literaily thousands of them in America alone catering to an estimated one million to ten million collectors in the United States.

Lisited capital is needed to atart etmp business. It does not have to be started in big way. All early receipts can be used to increase the capital investment if it is a partotime buginess and the owner is earning a living from another occupation. 2

Every city of 50,000 to 100,000 population and over supporta at least one or two full time operators with offices or small chops.
$1^{1 " P a y r o l l}$ of Half a Willion Dollars," Stamp News (Australia), IV, No. 1 (January 1, 1957), 6.
${ }^{2}$ Thorn Smith, How to be, Stamp Dealer (Holton, Kansas : Gossip Printery, no date), p. 2.

Milwaukee, which is considered as supporting less stamp dealers then most cities of its size, still has listings of five fakl time stamp dealers in the telephone book yellow section in addition to the Minkus stamp department at Gimbels (downtown) Department Store.

## The American Stamp Dealers Agsociation

The trade is supported by an organization of nearly 1000 leading dealers called the American Stamp Daalers Association with headquarters at 116 Nassau Street, New York City.

The organization limits mambership to adult dealers with at least one year of full time experience or part-time dealing of at least two years. Applicants for membership are required to furnish philatelic and comercial references and to subscribe to the A.S.D.A. code of ethics.

This code binds the member to: furnish sound philatelic advice to his clients; buy stams from the public at fair prices; sell stamps to collectore at reabonable prices; refrain from misleading or derogatory advertising; refrain from handing counterfeit, altered, or repaired stamp; and assiat government authoritias in the prosecution of violators of the law in philatelic matters.

In their relations with other dealers, A.S.D.A. members agree to refrain from adverse criticism of other membera or their merchandise; recognize and respect contract and obligations; exchange credit infor-
mation when requested by fellow members; avold false statements or misrepresentation in relations with competors; and generally to co-operate for the betterment of the sudustry and the hobby.

The A.S.D.A. continually promotes its triangular symbol and encourages collectors to deal only with its menbers who subscribe to its code of ethics. Anmally it sponsors the National Pestage stamp Show in New York city which drams about 65,000 collectors in a three day duration. Similar smaller shows are promoted across the country by A.S.D.A. Chapters. At these events dealers rent booths or tables to display and sell their wares to collectors.

The American Stamp Dealers Association is not a perfect trade association; it is as naarly perfect as its mabers make it. Like most trade associations, it suffers from less-than-anthusiastic support from the stanp trade in general. There sre, of course, a great many more than a thousand atamp dealers who are eligible for membership. ${ }^{1}$

The Stamp Collectors Sociaties

The groups looking after the interests of the many diverse type of starp collectors are legion. In addition to hundreds of local clubs, there are well over one hundred national elubs most of which cater to distinct collecting phases such as the Cover Collectors
luctus Jackson, Stamp Dealing for Pleasure and Profft $^{\text {Lat }}$ (Burlington, Vermont: Luciu* Jackson, 1955), p. 139.

Circuit Glub, The Essay-Proof Society, and the Germany Philatelic Soclety.

One of the newest and yet the largest of the stamp collectors' specialist societies is the American Topical Association with close to 5000 members in the forty-eight statea, the territories, and forty other countries. This group unlike the others provides information on topical subjects on stamp such as axt, religion, history, transportation, etc. Over 260 distinct fields of human activity as depicted on stamps are collected by members. Similar to other large groups the ATA provides a magazing for its members, publishes spacialized handbook to guide members, holds an annual exhibition of stamps along with its convention in various parts of the country, manages a sales department, an Information and Translation service, and otherwise aids the collecting activities of its members.

The two larger groups than ATA are general collectors" societies which include many types of collectors of diverse types of philatelic material mainly by country rather than by topic arrangement. They are the American Philatelic Society, establishod in 1886, with 12,000 members and the Sociaty of Philatelic Americana, established in 1394, with 5,500 members. ${ }^{1}$

## Publications

To complate the atudy of the scope of the industry, we look at
${ }^{\text {Ibid. }}, 140$.
the publications supported by collectors and dealers. There is one major stant trade journal, The Stamp Wholasaler, reaching about 7000 dealers 21 times a year. A newcomer, The Stamp Dealex, has a somewhat smaller following.

The collectors' publications are more legion than the collecttors' societios. Collectors support six week atamp magazines or newspapers with a combined circulation of about 150,000. In addition there are many small monthlies usually published by the various societies. A complete study of these publications will be made later in this paper when a stamp dealer's advertiaing is considered.

## Personal Nature of the Businest

Despite the possibilities of expanding an operation to employ hundreds of aployees, the fact remains that selling stamps is very personal business whether it is conducted by mail or over the counter.

Stamp collectors endeavoring to complete certain country or topical collactions submit their want iists to dealers, who mast give much personal attention to locating these itema in order to satisfy the customer. Many dealers keep such listis on hand and as new stanys are acquired of the type desired by his client be sends them out.

Unilke other businesses many stamp cannat be obtained direct from manufacturers (the issuing governments) or through wholesalers,
but must be obtalned by purchase of existing collections. A great deal of personal effort and expert knowledge must be exercised both by the dealer when he buys such a collection and when he classifies all the stamps for re-sale. Minor variations in a stapy's production such as perforations or watermark in the paper can cause the value of a stamp to fluctuate many hundreds of dollars and in some cases thousands.

Most current atamps can be obtained directly from the countries of issuance or if tha degler is mall and cannot afford to make diverse foreign contacts, through a wholesaler. Wholesalers also supply older atamps except the raxer ones which are only found in auction sales of collections.

## Chapter II

## The Marketing Agencie: in the Fleld of 8 tamp Dealing

There are many diverse forms of distribution of stamps excluding pure bartex or trading among collectors. Roughly the stamp field follows the same channels as do other products: manufacturer (Che stamp issufng government), wholesalers, and retailers with some comission agents in between the stamp issuing antity and the whole* salers at times.

There are several different types of retailing establishments, the mail order predominating and followed by over-the-counter bustness. Mall order business amploys a distinct mans of distribution known as "approvals" which will be described later.

Unilke the distribution of most other producta, auction service ia one mans of selling stamp that ia particularly well adopted to the higher priced itams.

## Goverment Agencies

Many countries have official govermment philatelic agencias which sell current stampa to collectora and dealer directly or in some cases to just dealers only. The degree of service varies with countries. Some offer very efficient complete service and othars offer none.
offers current regolar ordinary stamps in all denominations as weil as almost every commorative or special isbue which has appeared in the past two years. Stamps are sapplied in best centering ayailable and selected to please collectors. There is no minimum order, A flat registration charge of fifty cents regardless of value is optional, though all patrons mat pay a gervice fee which includes postage of just five cents to seventy-five cents depending on the size of the order. See Exhibit B, Philatalic Agency Salen Sheet on page 16.

Westarn European countries have developed extremely fine philatelic agencies where collectors ean obtain new issues against an advance deposit automatically without ordering each item as it appears. They also igsue price lists of various stamp available at face value plus postage, registration, and sometimes a small handing fee. These postal administrations do a wonderful job of promoting their new issues with colored brochures advertising them and photographs with news releases in $\begin{gathered}\text { ng } \\ \text { gish to all of the stap magazines. }\end{gathered}$ It naturally follows that those countrles which do the best job of providing information about their issues and make ordaring eagy receive the greater intarest of collectors than those countries which do not offer any mervice. 1

1salee sheets and instructions for ordering stamps issued by various governments ach as The Netherlands, Germany, Austria, Laxembourg, and Switzerland.


In Iron Curtain countries, the official distribution of both old and new stamps is done thro:gh: a government agency and there are no stamp dealera in existence. They prepare stamps cancelled to order and sell them to dealers around the globe. Despite their aggressive promotion these issues are not favored in this country because of some of the unethical practices conducted by these countries such as cancelling to order. Nost collectore prefer to have cancelled starps that have actually gone through the mail and buy only unused (mint) stamps from government agencies.

It is amazing to note that Great Britain, the birthplace of the postage otap, doen not have a philatelic agency for the sale of its current stamps to collectors and dealers. Further British stamps are the most uninspired issues of the world and not very popular with collector outaide of the United Kingdom.

Despite the unattractiveness of British stamps, its colonial issues are aome of the most colorful and beautifully engraved. Despite Britain's loss of much of its expire during the past twelve years, it still boasts over sixty colonies all of wifh issue stamps astly for sale to collectors an most of these possessions are remote island outposts such as the Falkland and Pitcairn Islands ${ }^{2}$ which have ifttle use for postage atamps.

[^1]The Grown Agence for the Colonies and Overseas Administrations offers a service to Britisia and Anetican dealers only tic buch dealer is placed upon an approved special $1 \pm s t$. A fee of $10 /=$ or $\$ 1.40$ is placed on aach order from each colony, so deelers ungt place extremely large orders in order to make a savings over the price they can obtain the material from a wholesaler. If all 60 colonies were purchased, the fee would be close to $\$ 100$ plus shipping charges. ${ }^{1}$

Some countries without any philatelic agency like many of the Mddle Rast countries and some Latin American countries are either ignorant of the possibilities or feel that their local dealers and wholesalers should have the privilage of making a profit on their stamps. Some countries like Prance and colonies offer only a limited philatalic service up to 10,000 Francs (about $\$ 23.60$ ), which eliminates most orders from foreign dealers and wholesalers. ${ }^{2}$

In cases where foreigners cannot buy direct from the government by mail or can only to limited dollar amounts, American wholesalers and dealers must buy their needs of new and current issues from foreign wholesalers or comission men who obtain the ataxips at the post office and supply them at commissions of $5 \%$ or $10 \%$ over face value plus shipping charges. 7 : swsuple an agent in Paris can purchase French

[^2]colonial stamps at the Agence Cmatable des Timbres-poste D'Ortre-mer at small fractions of a cent a piece sor the low values and ship to Anerican dealers at a small commesion. 1

## Wholesalers

To meat the need of dealex desiring to obtain new and old issues in quantity, numerous wholesalers operate in many countries selling to American dealers. Even with this wholesale service, few dealers are large enough or buy in large enough quantities to cope with the costs and problems of foreign exchange, so there are established several hundred wholeaklers here in the United States to cater to the needs of the average dealer. The canter for these merchants is again New York City as it is with retail dealers.

American wholesalers obtain their new stamps from government agencies or from cormission men in the countries of issuance. They purchase older atamps from foredgn wholesalers, other Amarican wholealers that may be overloaded with certain items, or from dealers with excessive stocics.

These wholesalers publish price lists of their stock ond circulate these to deala-s well an advertising in the two trade magazines, The Stanp tholesaler and The Stamp Desler.

[^3]To becone a tholesaler redines a large capral of at least $\$ 50,0 c 0$ as quantities of each lss:e arc purehased the the the of thousands and up and sold to deale:s in quantities generally of ten and one hundred of each stamp. A knowledge of the functioning of foreign trade is necessary as well as skill in manipulating currency exchanges. Skilled buyers obtafn material at the best available rate of exchange, which may vary with the source.

For example, $i \pm$ is less expensive buying the new scamps of France from a comission man in Paris zncluding his $5 \%$ commssion than Lt is buying direct from the Recervent principe des P.T.T. (head post office), Paris as the comission man can talce "free rate" france which cont a wholesaler 450 francs per dollat: in New York whereas the government will accept francs obtained only at the official rate of exchange of 420 francs per: dollar. This is a perfectly legal transaction as there are no limitations imposed on currency trading in the United States.

There in less competition in the wholesale field than in the retail business because wholesaling takes a larger capital. Thare is a lack of a wholesaler with sufficient capital, well arranged stock, and a vense of respen ? 1 12sy. 1

There are several types of wholesalers. Any one may be a conbination of several types or juet specialize in one of the facits.

[^4]
## Wholesale in United States Stamps

Few wholesalers specialize solely in the stamps of the United States. This is due to the limited number of U.S. stamps avallable in wholesale quantites. It is very difficult to build up U.S. nineteenth century isaues in wholesale quantities, Mos daaiers combine U.S. wholesale business with retail business. For twencieth century stams chere are some apectalized wholesalers, but not enough to fill all dealers' want lists ac whilesaie prices. Thia a wide open field for someone who ia financially able to stock U.S. on a large scale at wholesale prices. ${ }^{1}$

Ona of the bast ways to outain lightiy cancelled used United States stamp in quancity is through organizing and operating a Mail Control. A mail control is best described as any mans whereby the conmon values of postage, normally used regularly in quantity, are aubscituted with stamp or philateilic value. ${ }^{2}$ Such controlled mail eituacions can be sec up with insurance ecmpanies, banks, brokerage companies, and luw Eirms. The operator of the wail control pays the company a percentage of the face value of the used atamps delivered to the operator, usually $20 \%$, as an incentive to firm in lowering their postage bill. ${ }^{3}$ A mail control must be controlled at both ends, the
${ }^{1}$ Ibld, p. 39.
${ }^{2}$ c. H. Leveridge, How to Locace and Operate a Controiled pail (New York: Charles H. Leveridge, 1957), p. 4.
${ }^{3}$ Ibid, p. 15-16.
office where the mail is sent from and the receiving office, so the best gituation 10 where a large firm is sending mail to its branch offices which are not too numerous.

## Wholesale in Foreign gtamps

Success in this field depende on connections and correspondents in foreign countries. Two types are general wholesalex or new issue wholesalers. New issues ara extremely popular. A wholesale business must be conducted according to the dealer's buying power. It is iapossible to atock everything, so it is bast to specialize in artain line or certair councry.

## Wholesale in Foretgn singles

There is a concinuous did laige demsnd for used singles in all quanititea. Suicable otferg in toreign magazines aite appearing conCimuousily, so ic should not be coo difficult to find the right sources fox a wholemale singles line tain cistonazs of these wholesalers are the iarge packer makers of cheap foreign in singles in quantities up to 10,000 each. More expensive singles are mold to retail dealexs in quantities of ten and one hundred copy lote.

This type of businass carries a large overhead rasulting from long hours axyanging the quantities of material, so large minimum orders mat be required to reduce handing. Material of this type is frequentiy advactised either in special lists or in ads in the trade magazines.

A packet is a group of s camps soaked off paper usually all different from a particular country, group, or topic sold by quantity and usually appealing beginning collectors. A mixture is a group of stanp still on original pieces of envelupas suld by weight.

Sources of supply for this type of material are religious missions which save stamps all over the world and diapose of them to dealers for charity and government seal kilos available from most countries in Zurope. A kilo is a group of gtampa recaived on incoming government mail, clipped from envelope and sold by the kilo (2.2 pounds of etamps including pieces of envelopes). Similar sources are banks and foreign trading companien that clip incoming mail in quancity.

The assembly of packets is quite an industry. H. E. Harris \& Co. slone exploys seventy-five women to prepare theae groups of gtamps in attractive cellophane front envelopes. This is a good accupation for employment of shut-ins and disabled veterans.

## Mail Ordar Daalers (Recail)

The vast majority of stamp dealers are part-time operators and conduct their business by mail. Mail order oparation, however, is not limited to the small business, Tiue largest of firms mach as H . E. Harris \& Co. and Stanley Gibbons Lid. do moti of their business by the posts.

Stamp dealing is particularly adopted to mail order selling as the objects are easlly portable and high in value per pound.

There are many different types of matl order service. Some deale:s offer a new issie service which provides their clients whth all the new issues from the councries of ouvject groupings in which che collector specializes. These can aither be sent against an advance deposit or sent on approval. The approval aystem is the sending of stamps for inspaction to a collector. He can purchase none, all, or part of them and recurn the balance with payment for those retained to the dealer.

Mall order dealers also sell from price lists whici they prepare. Thase vary from inple mimegraphed jobs to attractive illustrated, well printed on slick paper, cataloge. Price lista ate arranged eithar alphabetically by country or by topics depicted on the stamps.

The maller dealers who can only afford cheap mimeographed job, can obtain attractively printed lists of atamp with illustrations and their name and address imprinted from some stamp wholesalers. These booklets enable the sall dealer to better compete with the larger organizations that have their own printed price lists.

## Approvals an a Merchandising Tochnique

The sending of stanps "ca approval" from dealex do collecior is one of the mosi popular means of selling siomps as collectors desire

Lo see the stamps before they puchase. Through advertising, dealers obtain requests for selections of stamp from collectors. Collectors buy what they want and return the rest.

Early selections we usually or small amount, from one dollar to two dollars. As the relaifonship ot frusi os ustablished the dealer increasea the value of sendings until they reach $\$ 20$ or $\$ 30$ per time depending on the resources and intereats of tie collector.

The approval aysten is the backbone of philately, and few dealers try to break into the trade without utilizing it. ${ }^{1}$

Approvala are prepared in several ways. Traditionally stamps are mounted with pesiable stamp hinges on sheet: which can be folded and inserted into amall business envelope.

Thare are several iypes of these approval sheets. Some are arranged for small sized single stamps, twanty-five stamps per sheet. See Exhbit C, page 26. Some accomolate only twenty of the larger stamps. Still others hold five rows of sets of stamps. See Exhibit $D$, page 27. A set is group of stamp from the same country issued usually at the same time and commonating the same subject.

The more up-to-date method of mounting approval is approval booklets. These booklets are bit sturdier than the sieets and pro-
${ }^{1}$ Jackson, p. 31.


All itamps not retained murt be returned in good order within the days of receipt


Exhibit C
Approval Sheat for Singles


All stampe not retained must be returned in good order whin 10 days of receipt

Pletase du not brtah this stl, but fincthese or return if timatitere.
Prite:



Exhibit D
Approval Sheet for Sets
tect the stamp longer. Too, they last longer in being more durable for many approval sendings before they show soil and wear. See Eximbit E, page 29.

Mint sete sent on opproval are placed fn glassine or clear


A time saving way to prepare approval selections is to group all stamps of the same price category and place them into the same glassine envelope with a little slip of paper inside the envelope saying for example, "This envelope contains 20 stamp at $5 ¢$ each."

Stamps should be displayed well in approvals to insure maxinum sales. It is not adyisable to overlap stamp to get more on a sheet or booklat page. Good grade easily peelable hinges should be used so the gtampe are not damaged.

Standardized sianp selinits fas nary advantages for the stamp dealer. If proporiy set up, a standardized approval systen dat be handied with a minimum of than and effort. There is no deriyng the fact that standardized selling makes for economical, wisely-planned baying. Standardized approvals differ from personally made approvals. Personally made are those prepared especially for one client, wherees standardized may be prepared in quantities of ten, one hundred and even

[^5]Bxhibit E
Approval Booklet
one thousand selections alike. ${ }^{1}$ Standardized selections are usually gent out for the first two or three mailings before a dealer is fully aware of the desires of his customer.

Surplus standes can be stored in loome-leaf stock book consisting of light cardboard pages with pocket holding stamps. On the back of each stock page a copy of the original approval sheet can be pasted (laft hand aheet). On the right hand page, the twenty or twenty-five otamps on the approval sheat can be atored in the same order as they mppear on the standardized approval sheat. When an approval selection is returned, the dealer can quickly fill in the missing spaces and send it out to another customer by referring to his sample page and his stamp stock book. ${ }^{2}$

Success in the atandardized approval business depends on the number of approval customers to whom a dealer can sand his material, thus many of his efforta will be directed towards increasing that number. ${ }^{3}$ the best way to do this is by extencive and clever advertising which will be covered later.

Solicited or Uneolicited Approvalg

Genarally selections of stapy are sent on approval to a col-

[^6]lector only when he requests them in repponee to advertising of a dealer, but the unsolicited sending of approvale to known stamp collectors is not uncommon in the trade.

Dealers obtain mailing lists of collectors either from their present clients, from membership rosters of staxp clubs, or from mailing list companies. The American Philatelic Society, the largegt stamp collectors group in the United States, violently objacta to the aending of unsolicited approvals and bars dealers from mambership who conduct such practices.

On the other hand there are thoee who advocate it as one of the mans of establishing new customers at it gives the collector the opportunity to see a dealer's wares and if he buys, future sendings are not considered unsolicited.

In some respects unsolicited approvala are ideal for mall dealers; in other ways, they require the akill and axperience of an established marchandiser. Thay are a ticklieh bupiness. They perpit a Low capital start, but a miling liet mate be chozen with extrems cara and good management is nacessary. The lat is against the dealer, aince he cannot force returns, but the distinctive honesty of atanf collectors, as agroup, ia very much on hie oide. Practically teethad on approval buying, the real stamp collector for adom chant.

The Fost Office Department is not enthusiastic about unsolicited approvale, but they are legal and are tolerated without
interference. Care should be taken in choosing a good mailing list and sample sendings should be from several different lists rather than all from ona list which may prove to be a bad one.

The value of the first selection ghould be small usually one or two dollars to minimize loss which may occur. Material should be pictorially interesting and eye catching. A good sales letter and other advertising enclosures within reason will ald to breed goodwill of the potentinl customer. ${ }^{1}$

## Want List Filling Business

This field is distinct from standardized approvals or even personalized approvals which include the general collecting areas of the customer's interest. Want list sendings include only the distinct stamp which the customer requests by sending a Lisi of Scott or Minkus catalog numbers to the dealer.

Few daalars have the patience or time to pick out individual stamps, so newcomer will find little competition in this field, The way to get started ia to build up an extensive stock of the world's stamps from old collections and other sources of quality material and advertise a willingness to fill want lists.

If a small dealer lives in a big city, he can fill want lists without having large stock. He can accept want lists from out of

[^7]towners and fill them from the stocks of local stamp dealers. Collectors axe normally willing to pay a little more for want list orders than for material which they pick at random in a stamp store or from an approval selection realizing the extra service involved. ${ }^{1}$

## Wistory of Stamp Auctions

The malti-milion-dollar postage stade auction business of today had a humble beginning 86 years ago.

During 1955, H. R. Harmer organizations sold more than $\$ 2,800,000$ worth of stamps in their three offices at London, New York, and \$idney, Australia. The highest price ever realized for a single taup was $\$ 50,000$.

In 1870, the first auction of postage stams was held at the Clinton Hall Book Sale Rooms and Art Galleries, New York. The prices realized on the stamps offered are ridiculous when compared with current day realizations for the same stamps. A $5 ¢$ stamp of Hawail of 1851 realized only $\$ 11$, but now catalogs for $\$ 3,000$ while another stamp of the same series is listed at $\$ 15,000 .^{2}$

## Public Auctions

This is a field requiring a great deal of experience, knowledge,

[^8]and capital to absorb the high overhead necessary in such an operation. Public auctions offer large holdings of stamps or valuable and voluminous coilectiona. These groups are usually broken down into unita varying from five dollars to five hundred dollars and up.

An auction operator must hire a licensed auctioneer or acquire a license. The five prerequisites of starting an auction business are: (1) A large amount of money in order to buy or advance funds to sellers. (2) A thorough knowledge about stamps and the market. (3) A well-trained ataff to arrange and describe the material and prepare catalogs of sales. (4) Right list of potential customers for the catalog. (5) A well-known reputation to gain customers' trust in what is being offered. ${ }^{1}$

## Types of Public Auction Sales Operation

There are three ways of selling stamp through an auction firm:

## Cash Sales

A collector or dealer wishing to diepose of material quickly can aell by outright cash sale to the auctionaer who buys the stamps ae principle of the tranaction to re-cell later to others. One advantage to the seller is that he recefves payment on the day the price is agreed and does not have to wait four months as he usually does in the case of an auction. It is raraly recomended as the best

[^9]method when markets continue to improve as the seller can reallze a gieat deal more via the public auction. Cash sales usually bring abont 10\% less than public auction would realize.

Two major exceptions where outright cash sales is tha best method: Whare stamps are just an accumulation requiring a great amount of original research in order to make the material marketable. Where a lot is full of duplication so that the buyer will probably be a dealer rather than a collector. 1

## Private Treaty

Private traaty is the operation whereby the auction house acts as a broker to bring buyer and seller together to buy holdings in tact and not broken up into auction lots. The seling price is agreed to betwean the vendor and the auction house. An 11 lus trated broclure is prepared if the stamps aro valuable enourin. At Robson Lowe, London auction house, nearly half of such propertias are sold following a personal typed letter of description to likely prospect on the house"s files. 2

Many sales are made in less than a week. The property in reserved in tact with no items remaning unsold as might happen in the case of an auction.

[^10]Fees charged by Robson lowe in Jondon are $10 \%$ on lots over S290 value and $12 \%$ on lots :under $\$ 230$ reallzation. H. R. Harmer, Tnc., Jew York nuctioneerg charge $12 \frac{1}{2} \%$ if sale price is $\$ 4,000$ or noore and $15 \%$ if sold for less than $\$ 4,000.1$

## The Publte A:ction Sale

The third and most publieized method of selling through a public anction house is the public auction sale itself. The seller gets the satisfaction of hrowing that there has been open compettion for his property, and while ke may have some sumpicion of the adequacy of the price received by cash sale or private treacy, he is satisfied, knowing that the sum he receives from the result of the auction is the outcome of the combined judgment of several hundred buyers. ${ }^{2}$

If required, a check for a portion of the valuation, usually half, ia bent immadiately to the vendor. H. R. Harmer of New York charges 6\% interest on the advance from the date of the advance to one month after the ale when the buyer recelves full settlement. ${ }^{3}$

If there is oufflctant material, a mpecial auction catalog Is issued for the one collector or dealer. If not, the material is included in the general auction cataloga. The largast auction firms

[^11]like Harmer and lowe send catalogs to fifty countries, covering erery continent, for mall bids. Four veetes after the sale, the firal accounting is completed and chack sent to the vendor. Time from original evaluation of material to realization of ale is about four monthe for the vendor as compared with the faster means of direct sale or private treaty.

Robson Lowe charges $12 \frac{1}{2} \%$ on lots realizing less than $\$ 280$ and $10 \%$ on lots realizing $\$ 280$ or more. In addition there is an unsold charge of $12 \frac{1}{2} \%$ of the reserve where lots are reserved at $90 \%$ or more of the auctioneer's valuation, otherwise no unsold charge. ${ }^{1}$ H. R. Harmar, New York, charges $20 \%$ of realization, unsold charges of $20 \%$ of the bought-in price, and wfothdraving charge of $20 \%$ of valuation. ${ }^{2}$

## Mail Sales

Mail auction sales are quite different from public auctions. Every dealer can conduct mail auctions without great preparation or expense. Such sales seldom include rarities or famous collections. Material offered in mail auction sales is not expected to bring high prices or even full market prices.

Dealers uaually run large advertisemanta in a stamp magazine describing lots and asking for bids. These usually will be accepted for a limitad time, a few weeks later.
$1_{\text {Lowe, p. }} 9$.
${ }^{2}$ Harmer, p. 9.

The mail sale is a good means for a dealer to rid himself of overloaded stock at a lower than normal price. A dealer must buy only good material which is offered to him as a bargain, since he must expect that most of the bids he gete will be a little below the regular market prices. ${ }^{1}$

Over-the-Counter Business

There are several different methods of dealing with stamp collectors person-to-person. The most frequently encountered is the general stamp store or office.

## General Stemp Stores

In a general stamp shop a representative stock of the whole world A to $Z$ is maintained arranged in tock books or in collections in alphabetical order. A good constantly repetitious edvertisement in tha local newspaper is one's stock in trade. This must be a different. type advercisement then the rype used in atamp papars. An advertisement in a stamp paper presupposes that every reader is a collector, whereas no such presupposition can be made with the readers of a local newzpaper, Advertising should be of a general nature inviting local collectors to come in and browse. ${ }^{2}$

A successful mail order stamp dealer will do well to think
${ }^{1}$ Fairbrook, p. 44.
${ }^{2}$ Ibid, p. 24.
twice before he sets up a shop. His business operating expenses of rent, heat, light, cleaning, phone, etc. will be mach higher than the small proportion of his home expenses are when he is a mail dealer. Will the additional locsl sales be aufficient to allow for the additional expenses? If not and the mail order business mast carry the shop business, then dealer is buying the prestige of a store at a very high cost and losing at the same timg much of the freedom of working hours he enjoys as mail order dealer.

Heny times even in cities large enough to support a good stamp shop there are none or else one with a mediocre atock. Buying habits of atamp collectors are atablished to mail buying and it is very hard to get them to change their habies.

A stamp shop should be established in a central location usually in the heari of the city's traffic area to be most accesalble for the most people. He can choose street level or upstairs office space. He may find that screet floor locations in the center of the city are prohibitive. If a deaier selects an upataiis location, he must have following of regular cuscomers and musc advertise heavily. The advantages of upstairs locations are lower revt while the disadvantages are lack of window display space, the difficulty of attracting new customers, and increased advertising costs.

Streat floor locations are expensive and seldou pay unieas
a dealer carries stationery and coins. If the office ts upstairs, it is advisable to rent a display case in the lobby or near the front of the first floor of the building. ${ }^{1}$

In the last few years, there has been a trend of novemen: away from large cities by stccessful dealers into a mit: of home and office together though funcioning as entirely separate unts. ${ }^{2}$

Before taking a location, it is best to detemine the rents paid by merchants nearby and compare their stores with the one under consideration, taking into account any extra expenditures necessary for alcerations. The ideal lease is one of two years duration with an option to renew for a further period.

Lucius Jackson points out some physical characteristics of a stamp shop which are very desirable: ${ }^{3}$

1. The store should be well lighted; ventilation should be good.
2. There siould be sufficient conter and open displays well located.
3. Neatly printed and easily read cards should call che customers' attention to special merchandise displays.
${ }^{1}$ A1 Burns, Succesgful Stang Merchandiaing (Holton, Kaneas: The Gossip Printery, 1927), p. 35.
$2_{\text {Jackson, }}$ p. 118.
${ }^{3}$ Ibid, p. 119.
4. Thare thould be sufficient spece allocatad to ountomes and clark so there will be no barriar: to thair frae circulation.
5. stock ahould be to arranged and concentrated to allow clexke to make macimun sales with minimu axtorta.
6. Tha propriator and clerict should be well drasoed, courteoue and egger to be of eervice.

Herchandise displayed on shalven or in wall cebintets ohould be at normal ay lovel, attractively dimplayed and priced. A viaibla price tat on marchandian not only aves the alerk'e tims, but givan a cuatomar a faling of fair dealing and confldance. Reop anmay etmps out on diaplay men posible. A collector mey huve want liet In his pocket, but may buy othar itmme if they are diaplaynd and not tucked may in a group of atock book on a ohelf. If apace parmits, a dader cen put up etap axhibita, Collectora love tham an they like to set bow othar people collect and mount their material. such exhibite and diaplaya should be changed froquantiy to ineure continuad interast.

## 

According to Jmaqua: Minkuc, bead of the Bimbele group of leased atmp departmante and atap departments in 14 leading departmant atores arone the country, departmant stores have realised the value of adding atmap to theiz large variety of othar merchandice. 8 tamp daparcment do a large volume in thmandives, but aleo attrect the type of clientele that avery more is araiow to have. At aterp col-
lectors are atemy customars, they unually laad other departmente in mecuring new charge sccount customers during males contesta. ${ }^{1}$

3olling etaxpl in atomp department is timilar to that
 Will be bit kighar and additional services wuch all charge accounta are mantalued.

## 

melers can mupplant thair incom by arranging with a locel atctionary or bobby abop to dioplay his atmope sell them on con-
 eny mecounting at the and of asch month with tha otore omar. Stampl can be mounted in counter book say at att price par etamp of two contt, three cente, ote. Or stmpo ann belaced in flip card
 a number so a customar cinn fuickly indicate his wanta while the clerk tuke then sate out of a fild of enta mranged numaricelly behind the countar.

The danar ohouid mike sure that tha etmep are out on display, ware thay con be sean by all the cuatomers who antar tho tore. Nothing will eall hidan under the countar or in the buck


[^12]are good itasm to add to the line furnishad tha habby shop. To simplify bookicesing, it to bett to give the atore a flat compiosion on all the etampt and accanoriea. Thif figure is umelly $25 \%$ to $331 / 3 \%$. In order te give decent discount it it important to avoid low-margin matarial such maw ismuat, United gtates, and Britith Colonies and concontrate on fatuel such an Fronch colonias whare thare is arge margin to allow profit both for the caaler and the ohop omer. ${ }^{1}$

## Gountar Snlat

The boldint of counter auction-type alen is popuiar with manl denlart, the dealera who hold euch saley utually heve large offices on busy downtown treats. The atmpe offored wre mountad on paper whate which furniah all information for anch itam auch an country, catalog value, and minimus bid. A11 lote arm placed on a Large boarl where veryona can ane tham, Internented collactore mark below the duimua bid that they would pay togethar with thair pertoual identification number aesignad to than by the dealer to kapp bidders anonymoan. Whan bide are chackad laily or on Baturday if weokly, the lote go to the highazt bidier in the sam taphion as and auction or mablic mation. ${ }^{2}$

[^13]
## chaterer IX

## Maketing 8pecial Typer of (teque

With the inilux of some 3500 naw isetel from over on hundred differant postal mdanistrationil every year (mee maibit I, pase 45), it becones increaningly dificialt for a general scemp dealer to atock the approximate 125,000 differmat atampo inmud in the past 117 yeare gvon if he has unilmited capital. This Aftuation hat oncourasad opecialisation in athar one country like the sale of Daited Itatek etmapa axcluaively, a group of ralated countrion wuch wa the Britith Commomenlth, or topical mpacialtien auch all shiph, birde, Elowers, relistion, etc, on atmpe. By such a concontration of effort ader oan duvelop a rather complete stock of hie own limeta field and become an expart in thene particular tamet.

A businning daniar should study the varions apecialization
 bed siotaken at thetart, He should determine the actual dollare-and-cunt: axtant of the market for his proponed mpecialty. Mou many collactors arm actual buyere of thit type of merchandise, and how may
 number of competitors. the betinnifg dealex ohould then consider If be bat mything to offer in the way of arvice which compatitora lack.

Ipecialization is mard and not to be antered into vithout a

# American Jopical Association 

Topical Handbook \#20 A

## TOPICAL ISSUES OF 1957 with SCOTT 1958 NUMBERS

By O. Frank Freedner ATA $\$ 1044$
oday's stamps are mass produced by the many countries of the world exceeding 3500 sues every year. Almost $90 \%$ of these newcomers are topical subjects. Some have lopics on one stamp. Some as many as a half dozen topics. Iron Curtain countries, ng famous people of foreign countries, are competing among themselves in a way before experienced in postal history.
ven with the greatest scrutiny it is impossible to list all these subjects under the l categories to please each and every topical collector. Therefore, only the main t pertaining to the issuance of a postage stamp is included in this summary. Subincidental or too small are omitted. Issues of dubious origin and not listed by are not included. All numbers contained herein are from the Scott Standard Postage Catalogue, 1958 edition.

The editor will appreciate any coments from collectors or ATA Units as to ways of ing this listing and making it as complete as possible. All publication rights are ed by the American Topical Association, Inc.

LTURE
ia 661 Sugar Industry. 670, C293 Dairy Industry slovakia 795 Wheat
Guinea 69 Farm Machinery
West Africa 69 Farm Machinery
y 768 Gustav Liebig, agricultural chemist
. 72 Allegory of Agriculture
17-40 Rice Harvest
in C229-32 Irrigation Canal
iscar 292 Agriculture. 295 Irrigation Project
States, Ricefield: Kedah 85, Kalantan 75, Malacca 47, Negri Sembilan 66, Pahang 74, ik 129, Perlis 31, Selangoe 104, Trengganu 77, Penang 47.

1868-74 Agriculture
lad 85 College of Tropical Agriculture
a 298-99 Harvesting, fruit market; 302-07 Farmers; J33-41 Grain and fruits.
:ANA
Ina 660 Benjamin Franklin
'ia 950 Benjamin Franklin
235 American Flag
can Republic C97 American Flag
814 Benjamin Franklin
-as $C 257$ United States School
a 362-3 Anniversary of air service Robertsfield to N.Y. Idlewild Airport.
763 United Nations building in New York
a 1122 Benjamin Franklin
1875 Benjamin Franklin
tts-Nevis 135 Alexander Hamilton
1246-47 Tenth anniversary Truman Doctrine, Turkish-American cooperation

First - Finest - Foremost - International - Non-Profit - Educational

Algeria B88 Fennec
Columbia $\mathbf{C 2 9 6}$ Horses and Cows
Cuba 562-3 Camels; 574 Dogs and Cats
Czechoslovakia 818-9 Bear, Deer
Denmark 364 Horse
Dominican Republic 473 Horse
Ecuador 617 Sea Lions
Egypt 400 Horses in Battlefield
Falkland Island 122 Sheep
Finland B142-44 Wolverine, Lynx, Reindeer
Germany 9N 118-9 Bear; 9N 137 Horge; 10N 317 Elephant; 10N 319-22 Deer, Bison, Polar Be
Rhinoceros; 10N 326 Emerald Lizard; 9 N Bl9 Ludwig Heck, Director of Berlin Zoo, Zoolc
Ifni 80 Sheep; B27 Deer
India 286 Horse
Israel 130-132 Lion, Gazelle, Horse
Korea 234 Donkey; 254 Tiger
Ma laya (See "AGRICULTURE" FOR STATES) Tiger (88, 78, 50, 69, 77, 132, 34, 107, 89
New Zealand 316-7 Lamb
Romania 1169, 1171 Oxen
Russia 1873 Cattle; 1915-20 Grouse, Deer, Bison, Elk, Sable
Sarawak 198, 204 Orangutan, Turtle
Siam 321-23 Deer
Spanish West Sahara 80 Camel; 81 Dromedaries; 82, 85 0strich; 83, 86.Gazelle, Antelof
Switzerland 902, 903, 905 "Pegasus" - Flying Horse
Turkey 1213 Snake
Vietnam 63-64 Elephants

## ARCHITECTURE

Egypt 398 Shepherd Hotel
Germany 9N 120 Brandenburg Gate
Poland 763 United Nations Building in New York
United States of America 1089 Centenary of American Institute of Architects

ART

Belgium 457 'Kneeling Woman" by German Sculptor Wilhelm Lehmbruck
Germany 10N 355-60 Pictures in Dresden Gallexy: "Holy Family" by Andres Mantegna; "Das
Barbarina Campani" by Resalba Carriera; "Morette" by Hans Holbein, jr.; "Zins Grosche
by Tiziana Vecelli; "Saskia with Red Flower" by Rembrandt; "Standardbearer" by Piaze
Italy 687-88 "St. George" by Donatello; 722-24 Statue of Pauline Borghese and Sculptor
Antonio Canova, Hercules and Lica, Venus Victrix
Russia 1877 Three hundred fiftieth Anniversary of Rembrandt; 1882 Fiftieth Anniversary
Ibsen, Norwegian Dramatist; 1894 V. M. Vasnetsav, Artist and one of his paintings
Switzerland 359 Graphic Arts, Printing Machine
Turkey 1248-49 Seventy-fifth Anniversary of Academy of Arts

## ASTRONOMY

Israel 133 Sun Surrounded by 12 Signs of Zodiak
Korea 335-337 Chum Shung Dai, Astron. Observatory in Silla Dynasty
Russia 1887 F. A. Bredichin, Astronomer, Observatory and Comet
AUTOMOTIVES
Austria 617 Mail-buses of 1907 and 1957
Ceylon 334-35 Bus
China (Comm.) Motor Trucks off the Assembly Line and Automobile Plant at Changcham

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bia 671, C294 Tractor
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    B16 Red Cross ambulance
    West Africa 74 Red Cross Trucks
    Fy CB18 Mobile post office
ascar 292 Tractor
1225 Mobile X-Ray Unit
ION
451 Helicopter
ria C72-74 First Glider Flight
e C34 "Caravelle"; 824 Etienne Oehmichen, 1884-1935, Inventor of helicopter
1a 362, Cllo Pan American clipper "John Alden".
E17 DC-4 Airplane
1892 First baloon over town
C49 B52 Stratofortress and F-104 Starfighters
GY (see also under sub-topics)
oons 330 Coffee
bia 672, C295 Coffee and corn
h West Africa 65 Date grove in Mauretania
ascar 296 Coffee
a (for ${ }^{\#}$ arrangement see "Agriculture") Copra \& pineapple 83-84, 72-73, 45-46,
65, 72-73, 127-128, 29-30, 102-103, 75-76, 45-46.
and INSECTS
ia B89 Stork
369 Loon
oslovakia 812 Carrier pigeon
818 Pigeon
ay 752 Pigeon; 10N318 Flamingo
1-4 Fish Eagle
nala 367-68 Quetzel
637 Penguin
lavia RAl6 Goose
ad 81, B29-30 Pigeons
rlands B311 Pelican
ia 1153-54 Dove
a 1913, 1970-71 Dove; 1915 Grouse; 1918 W11d duck; 1920 Sable.
ak 200 Hornbill
sh Cols. Ifni \& Sp.Guinea 347,B41-42; Sp.W.Sahara 87,B41-42; Eagle, doves,parrots
RW24 Ducks
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ao 235 Pontoon Bridge at St. Annabaai Harbor
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ras $\mathbf{C 2 6 3}$ Juan Ramon Molina bridge
171 Bridge
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istan 313-14 Children at play
alia 306 Child at prayer
um B596-97 Infant on scale, 455-56 Boy Scouts and Baden-Powell
1 C87, RA214-17 Boy Scouts and Baden Powell

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Great Britain 334-36 World Scout Jubilee and Jamboree
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New Zealand B52-53 Boy in canoe, children in water
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Turkey RA214-17 Children
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## COATS OF ARMS



COACHES Uruguay C173-75 Stage Coach

## COMMUNICATIONS

China 1153-56 Seventy-fifth anniversary of Telegraph Service, radio tower
Germany 770 Television screen
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Hungary CB19-21 Telephone, radar and telegram pole
Indonesia 436-40 One hundredth anniversary of telegraph, key and tape
Korea 243-44 Telecommunications symbols
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Cuba cl59 Ballerina
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Russia 1933 Youth Dancing
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Chile C195-97 Twenty-fifth anniversary Santa Maria University, Valparaiso Columbia C299-300 Fifthieth anniversary of Military Academy Czechoslavakia 807-10 205th Anniversary of irague Engineering School

395-97 El Azhar university 1000 th anniversary
Moroceo 333-337 Children in school
y 10 N 310 Seal Greifswald Univ. i 10 N 329 F.Froebel, educator; 766 Freiburg Univ. h anniv.; 768 Gus.Liebig 350th anniv., Giessen Agricultural High School scar 293 Gallieni School
a 1173-76 Moscow Student Congress
1093 School Teacher
ela C613-15, C624 Lyceum $0^{\prime}$ Leary in Barines
MEN
614 1ate President Alfred Koerner
370 David Thompson, Explorer
ia 669, c288 Javier Pereira 167 years old
a B599-604 Famous men series
9N150 F. K. von Savigny, jurist
pines 638 President Magsaysay
1243 President Heuss of Germany
1096 Ramon Magsaysay; 1097 Marquis de Lafayette
Canada 365 Fishing Japan 634 Whale on float

Cambodia 59-61 Flag

| 509-11 Flag Cambodia 59-61 Flag |  |
| :---: | :---: |
| o 235 Flags; 270 Four flags: Dutch, British, French, United States of America can Republic 474-83,C97-102 Holland, U.S.A., Japan, Britain, Finland, Italy flags |  |
|  |  |
| 058 Flags of Iran \& Pakistan; 1077-78 Flags of Iran and Italy |  |
| 631 Flag of Himalayan Guide and Ensign of Nepal |  |
| ala C217 Flag of American nations; | C214 Flag |
| 172-73 Flag | Mexico C242 Flag |
| gua C380 Boy Scout Flag | Paraguay 504-15, C233-45 Flags |
| 90-91 Flag | Syria 403-06 Syrian flag |
| 332 Flag | Turkey RA 193-95 Flag |
| RA246-47 Turkish \& American Flag | U.S.A. 1094 U.S.A. Flag |



Bulgaria 963 Title page of "New Times" Review
Brazil 846 Book Cuba C156 Philatelic Club, Books Pitcairn Island 22 Bounty Bible Russia 1895 Indian bldg. \& books Russia 1944 Publisher and page of magazine "Kolokol', 100th annfversary Venezuela C629 Book

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Woolly Foxglove, Aspidium, Green Winged Orchid, Pyrethrum
Netherland Antilles 236 First Carribean Mental Health Conference
Panama Cl84 St. Thomas Hospital
e 601-03 Dionysios Salamos, Greek National Poet 1798-1857 721 Publius Octavius Naso, Koman poet, 2000th anniversary gal 824-27 J. B. Almeida Garrett, Poet
a 1880 H . Heine, German poet; 1899 A.S.Pushkin(1799-1837), scene from "Bronze Horse"; 1901 Shota Rustavely, scene from 'Knight in Tiger Skin'; 1904 M.J.Lermontov (1814; 1963 Janka Cupela; 1969 Pierre Jean de Beranger, French poet

## $10 A D S$

ia 273 Train, viaduct commemorating electrification of Bone-Tebessa Line alia 390 Trolley cars in Melbourne
um Q361B Central RR Station, Brussels; Q368-70 Winged Wheels
itine 665, C67 Rail centenary, first English built steam loco "La Portena" and modern
sel locomotive from France
on 334-35 Train
: 390 Rail Centenary, Modern train at Cairo depot and old locomotive of 1857
Iny $10 N 324$ Modern electric Loco, Leipzig Fair; $10 N 334$ Loco in workshop;
1347 Mine cars in coal mine
lor 623-24 Inauguration of Quito-Ibarra-San Lorenzo Railway, various railway
nes: tracks, bridges, tumel, Diesel car
Iry B213 Train and Hand Signal
1070-72 Inauguration of Teheran-Meshed Railway, tracks, steam and Diesel trains
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:erland 36075 th anniversary of Gotthard Railway: train on southern ramp
ROSS
ia $\quad \mathrm{B} 88-89$
Egypt B16 Red Cross Ambulance
h West Africa 74 Mobile Red Cross Units
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ny 10N350-51 Red Cross and Henry Dunant
lavia RAl7
Netherlands B311-16 90th anniversary R.C.
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ION
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France 815 Chopin
Greece 601-03 K. Mantzaros (1795-1873); D.Salomos, composer of Greek National Anthem Ifni B28 Woman with drum
Laos 34-36, C24-26 Native Musicians, instruments: Flutists, Khene piper, Dulcimer player, instrumentalists, Kong Drummer
Malaya Blowpipes (see "AORICULTURE" for country sequence) $90,79,52,71,79,134,36,109,82,5$ Poland 749 F. Chopin \& Franz Liszt
Russia 1952 Mozart, 1907-08 M.I.Glinks, scene from opera "Ivan Susanin"; 1943 M.A.Belakis Romania 1130 Mozart; 1132-33 Enescu Saar B116 Woman playing spinet
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France 820 "Baigneuse" of sculptor E.M. Falconet Greenland 37 "Mother of the Seas"

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Romania 1131 Rembrandt; 1134 'Peasant Uprising" by Octav Baneila;
1169-71 Grigorescu, painter and two of his paintings
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1059-60 Shah purg 326-27 Prince Henri and Princess Marie Astrid
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4 448-49 "Atomium" Brussels World Fair. Bulgaria 957 Madame Curie slavakia 791-94 Jan A. Comensky, scientist.
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y 762 Heinrich Hertz, physicist; 10N352-54 Euler, Hertz \& Ungius, scientists; University of Freiburg 500th Anniversary

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1883 Pierre Curie;1905-06 Vitus Bering, explorer, D.I.Mendeliev, chemist; 1927 Leon. $r$, mathematician; 1948 Geophysical Year; 1946 Liapunov, mathematician; 1966 Moscow Univ. 853-55 Statistical Chart U.S.A. 1092 Atomic Energy Symbol

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## 334-35 Ship

B311 Ancient Galley (1750)
y 767 Cargo Passenger ship; 769 100th anniv.Albert Ballin,Manager of "Hapag" 633 Passenger ship 'Nissho Maru'' ique 402, Ships, Beira Harbor land B306-10 Cargo ship, coaster, "Willem Barendsz", trawl, lugger,\& SS"New Ansterdam'; 66 Admiral de Ruyter and flagship ':De Zeven Provincien';
Vacation Vessel for invalids, "Castle of Sterverden"
gua 794-99 Merchant Marine: MS Honduras, freighter, M.S.Guatemala, MS Salvador, etc.
rn Island 28 Ship Model; 30 Launching new whaleboat
aland 317 SS Dunedin, refrigerated. Romania 1172 Battleahip
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817 Pierre de Coubertin, Olympic rings; 845 Paris Stadium y 10N346 Bicycle Race avia 480-83 Gymastic Festivals enstein 308-11 Bar sommersault;horse jumping,ring exercising, parallel bars land Antilles B31,3,4 Soccer
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Germany loN361 Clara Zetkin, author, politician; 10N356 Dancer Barbarina Campden by Hol Monaco 391-99 Grace Kelly Russia 1989 Clara Zetkín

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Bulgaria 954-56 Bernard Shaw, Dostoevesky, Henric Ibsen
Czechos lavakia 781,3 Ivan Olbracht,F.X.Salda France $813 \mathrm{~J} . \mathrm{J}$. Rousseau
Portugal 824-27 Jose Leitao de Almeida Garrett
Romania 1123,5,6 George Bernard Shaw, Henric Ibsen, Dostoevesky Russia 1897 Tolstoy, 1823-1910, Scene from his novel 'War and Peace";

1900 A.M. Gorky (1868-1936) and scene from his novel "Other".

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14ttle aouragn. There are amp peeple not Ittted for it and ohould otick to a gnnaral stock. Paking e country, group of countries, or a mpectalty field daponde a great danl on the dealer, Be should pick momething he already hat some knowledge of, and in choooing, a caraful abeck of the dealers already in the field thould be made. If thare are on or two already, it may show that thare is enough interast in the propoasd apecialty to warrant going into it. Wart step towarde building up atock if careful chackige of auction cataloge with pricen realiag and the trade magexine offeriage. 1

4 apacialist desler may bo able to purchue itom at extramaly low prices bectute of his specialised knowiadse. Opportunitien to obtain otharwiee doad tock Erom general denlare and mell at high marging axe bountiful, a opecialiet dealor with a want list file of his cuntomer will sive him a constant source of income oven during the traditional slack season becaume the apecialist collector collacta ill year reund,

A properly propared apmeisilet denlar seldom finde himealf in a position of not having mything to mall to bie cuntomer in his

 opteializal itman anch atmpleas covers, proofe, orrors and varietien, block of four; plating plecet, tiryt day covern, plate numbar blooks, atc., almost indefinitaly.

[^14]
## On Gountry specialization

Specialization in one country miken it essier to build a fine atock, eince there ia concentration of afforts. It if not eo difficult to ameable one country completely, wen with duplicaten, varietias, and racitian, if auction and molesale offers axe cheaked carafully.

One of the mont populer individual countrias if, of couree,
 stape in adidition to any other they may colleet. It is to the advantase of dealere to get in on this trade even though they do not have a large capital. Actually a large oupital is not requixed to atock \#. \%. oven though many beginning daalar* think to. If a beginaing dealer if catering to collectora of low and medium priced Loraign etamp, aimiler 0.3. matarial will coet him no more to trock than the foroign. He dops not have to toak the very axpenave material or arror or rarities as mont collactor ean afford thage myway. Knowledge of the stempt is moxe fmportant than capital requiremate. It is quite posisible to mell fomign atapa wrhout knowing or caring about the atman, but the case io not true with V.8. It is not ponsible to enll n. knowing the material.
 bis diecount trom catalog prican and be sold tor half-catalog price

to maket pricea than wre the foreign pricas at tha catalog publimbars are clomer to the market in 1.8 . matarial. Many U.S. stampe which deckers think are relativaly coman are wisting from maxy collectors" albume. Thif ia the typo of matorial the mall dealer can mell at a good profit if prosented intereatingly.

## 0.8. atmaps can be procented as menty and as attractively

 of issue or by natural groupings ach ta trete on truph, fomous ming, statahood aniversaries, civil war hietery, otc. Wany timan it in posaible by euch arraggemanta to eall stmpe at: fuli catalog and in com caseat even morr.

Collectore who opecialise in U. I. oseluifively may be onticed to take up foraign collection if adelar can the in hif 0.8. mendinga with foreign ismuas honoring the buited Statel in one way
 xatuea honor Lincoln, Roosevelt, Whehington, the Rotary Clube, the acharation of zidepandance, the statue of liberty, etc. Once a collector has bought mosm of thene interasting itam ha in wall on the way to becoming a loxagn collector and a buyer of other atmpa in atock at higher proift marginm than on binted statos atmpes.

## Larainn stimenanialist

Actually a foreign atmp apmeialiat in fax from the apmainlist that one country apecialiet in, an gust tock the whole world
except United states. There are howevar limitations dealar cen arbitrarily impose. We can stock only umased sets of atamps of the whole world at does tow York dealer Yrank Marner. ${ }^{1}$ Warnex does not
 of the motire vorld. Sinilar limitations could be impowed such as denilng with oniy commerative or opecial immet, only mami-postal issues whera portion of the face valua is used for charity and the balance for postage, or year dato lisutation anch an "tumpo
 countriea smept 0.8 . but limita hia finld in oome other way thon geographical.

To get into the field the denler should build up a good scock of complet wat of thmpe from mont countrian of the world. a good way to start is to buy mextmave warle-wide colimetion, 4 well arranged collaction morth meveral thounad dollare in a good start. Napariance will ahow which foraign countrial gell beat to the particular daclars clientele and he can mequire stock accordingly, ${ }^{2}$

The bent type of advartimament for this apecialty is to offer
 magering and send out price list of individual countrien ragulariy.

[^15]
## 

The collacting of much areat thentural for many collectors who do not wint the confinemant of ona nountry or the vatnews of the whole worid of atempt, such groupings it together becaupe thay have a coman inheritance such at the Latin mamican countrias
 of Retions.

British Colonian becauma of thair color mad beautiful ongravinge axe popular among begimer and mivanced collectore alike, the bagimar utually prefarring the low cont ohort sete of threa lowast values and advance collector: buying the medium laneth ata to ond chilling value or the complete nete to the on pound valual.
 populer in the United statas than are mom of the other colonial groupa of Europacon nations,

Along similar lines thare can be forman collactions of Trance and colonias, Natharlando and colenies, Ltaly and colonien where the collactor collacta both the wothat country plue har territoriea. Thie eftumtion is not ubually true in the cote of Great oritain. Fot British colonial collectore collect only the colonies and/or dominion and do not bothar with Great Iritain itwelf secouea British dandetat horribly dull compared wich har colenies. France and colonien hea the largest following in thie fiald.

The above groupinge mare Largely political. Other groupt are geographteal tuch as south and Contral tamicen nations, the Belkany, Mestern muropean countries, the Middie mant, the Orient, atc. Spacializing in auch grouph can offer a dalar a wider range of cuatomar: than if he mpeializis in fuet one country. Further sourcen of aupply will be morn captralised for the dealer than for a dealer who hamdian all foreign tympt indiacriminately.

## Topicale or Subfect Mater Maling

Soosted by continual promotion of the aggresaive American Topical Amociation, the collecting of wtump by mubject mater on the stampe rather than by country of istume hat skyroeketed into immente popularity in the pant ten year. A topical collector or dalar limfta hie fiald topically rathar than geographically.

The radical departure from couventionil stopp atock keaping hat kupt many daine out of the field an it mans a complete rovinion of their otock. Now dealers are breaking into this field and ara spectalizing in such eubjects as acimee, bielogy, medicina, transportation, art, oporte, and acore of the other more popular topice depicted on the world's poital paper.
 to Becom Euccosaful stamp Baler" publiohet in 1948 thare is no refarance to ropioal dealing, yet luciue Jackeon's "tamp gealing for Plaakure and Profit" publisbed in 1954 eays that tha field of
topical daling already shows signg of overcrowding. ${ }^{1}$ We tand to toubt thia from poreonil oxperience hadiling advertiaing copy for
 Iased on thia axperiance, it is apparant that atocke orgeniend elphabotically according to topics as oppoed to according to countriat are not eufficiont to mat the ovar increaniag damand for topical atampt. At the avarage stemperhibition where dalera get up boothe, it is not uncommon to find no dealer: with a topically clanafied stock. Fnterprising denlere will Iind many opportunitiee open to then in thie field if they take the time to arrange thaix tock in a eansible topical oriar.

Group collection offer a profitable phene of topical dealing, Eroupt are tets or single mape sanued from many countrien around the world for the sam anniveramy. Buring a period of a yaar or more betore and after the maveramy or avant in question stmpa are isaued from at littio at ten countrien up to hundred countriat. such groupa are tha Pace and Victory ineun of the allied after World War II, the many maorial etemp after Iresident

 ingund by almont overy country of the world in 1949 honorime the seventy-Eifth anaiveraary of tha Universal Dostal Union, tamps in the 1953 period honoring the fiftieth maivaraary of Rotary Intarnational. Curxantly being promoted are the 1937 inetuat of

13 makeon: p. 11.
the world honoring the Eiftiath minivarany of the Boy cout wove*
 wth the International Ceophysical Year.

To illuetrate how a apecialized group stock can be orgmiznd, reter to the Exhibit of a copy of A. T.A. Topical Hapdbook so. 17, Motory Interpational on gtimpen on page 63.

The appenel of tuch groups liee in the tact that they combine the facination and attraction of topical ubjecta with the satiam taction to be derived from ansmbiling a complate collection in one opecific fiali, the opponl to dealere lien in tour thinge: (a) stocke are usually reaily availeble; (b) bectave the collector can complate such a group, he uounily ketps on buying until be doen complate it;
(c) in mon aceea printed albur andfor catelog or bundbooke are printad for thaga groupl anhancint their preatige and aflording talen of the book an well; and ( 6 ) the protit angin in normalily a dencent one. 1
 of the time which imdicate an oven greater popularity for topical step collecting in the future. balere" price lifete now include anctions for copical stama and there are now nom topical wholanalera. Zucket makers have conetructed topical packets. Ipeacial albuna and

[^16]
## ROTARY INTERNATIONAL ON STAMPS <br> TOPICAL HANDBOOK NO. 17



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minibit

phges are being prepared for topicals. panlare are beconing anare that the demand for moma topianl isate has far execedad the supply. Hore alvanced apecialized topical collectiona ara betng formed. ${ }^{1}$

## Other mation spacxaties

There are numarous othex fielde of etemp dealing in which to apecialise and each will be dalt with brietly.

## 

stace the firat alrmanil stampe in 1918, this fiald heo grown into very popular group, The apecialist denler or collector will bunde only alrmall isaun of the world aithar mint and/or uead and not handle regular postage lasued. The collecting of aix mail stempe if furthax aided in the United gtaten by the fact that the
 catalog number to alr mall stmpa than it does to regular poatage stups making a liat of atmail tomps remaly obtainable. Minkus'

 give all stemp catalog numbart bated on the ehronological futuance of the stap rather than upon the type of postege duty the atemp aerved.

The marican Air Mail society is known to have one of the

[^17]richat mabernhips of the smallar atwip mocketian with many wealthy maber: who purchase extravaly axpenelve atampe. Airmatle at a group do run mare monay then ragular atampa for three rangose: (1) Air mail tampl utually had higher face values than ragular stamps beange aix mail coote more then surface mail, (2) Deceace of the limitad use of air mail in ite marly day and evon now in mall countrion liaited number of thage atmpe were painked causing aboequat acarconeat of many varistian, and (3) apecial stema mere istued with limitad use on only one apecial inougural flight of a new mand of aviation


## Elate Muaber Blocks

This is a specialty in the field of United Itatel tamps. 411 stempl ianuad from the bureau of 色groving and Printing contain
 Stinpa are printed in large thast four timen the aise of thow nold in the poot offices. These thents are cut into four poat office panan with the xamit that various panem oold at the post office Will have plate number: in vaxiou panition on the shaet, $i$.e. uppar right, uppar 1eft, lower right, and lownr left. Colleatore endeavor to collact the variou" issume with all their plate numbere and all four position of anch plate number.

Dealeri cen well viaulize that this involves a tremandous inventory an plate number timpe are unalif collected in blocks of four ntmpa ( $2 x 2$ ), but by the amm tokn alas may be of quite
large unfts when a collector may buy several hundred coples of the same tomp to complete all plates and positions. A regular collector would buy Just one stanp of a kind!

## Pixat Day Cover: and Othar Covera

A cover in the term uged in philetely to mean an envelope with stempo on it which have beon cancelled, genarally one which has gone through the mile, A firwt dey cover io cover with anw atamp afinad on the firit day of lau and eancolied with an appropriatit cancallation indicating that the anvelopa watmalled on the tirac day the atmp was on sale.

Firet day cover collecting hat become quite popular in tha sow thirty yeare of ite axistance. Juyt two years ago the marican First bay Cover sociaty wan formed and alrandy claime mabirship of two thoumand.

Thare in quite buakeos in wllide anpecially propared envelopee with imprinted cmehets to collector: wo desire to mand thene anvilopes to variou poetmanters in the citien vhere tiret day of latue cancelletions will be applied.

Othar than Ifret day covers, thare is not ageat deal of interet in covarn. It hae nevar becom at popular at atime collecting. There are number of danlert who specialied in covert, montly Buited gtates nineteenth century covara which u*ually bring
prices two to three times the actual teanps. ${ }^{1}$

## Iracmollat st:

This ie another $\boldsymbol{\theta} .8$. apocialty though there are a number of other countrisa much as Canada and France that u*a precmenclled wemps. A procancelled stamp in just what the name implies, atarip which hem been pre-obliterated at the post office bafore affixing on an unvelope. Because the stmpe are already cancelied before use thay are unable only by bulk anilere and not by individucle, to to to provent remed of the stamp. The oblitoration utualiy camstets of the eity ond atate with bare above and below.

Whe two major types of precancelled stmps are Buro-printe and tow types. A Muro-priat is a procancelled otamp that han bean procancelied by the luramu of Sugraving and Printing in Wathington, *.C. at the same time atary is printed. Thate printe are umed in the larger citien only, a tom typ procenoll is a pre-oblitaration appliad by printern localiy in the city where the memapa ara to be placed on sala. Thay are more irragular than the guro-printe and do not have ae marg an impragaion generally.

Irecuncel collectins, too, if oxgenised with group of
 arm to be mand by the man tho atudies tha man randifoction of this field, so bu con realietically price themerial. Wont dealera know

[^18]so Little bout pre-cancels that thay usually sell them for a frection of thell true worth.

## Mev IThutat

Hay dadere mpecialize in the oervice of mpplyine new ismuad to collectora. These axe aither annt on mpproval or against en odvence dmposit after the collector meecifies whick country, group, or toplc he would like new iotunem from.

Compatition if fierce in this field with the laxge inporters outdoing the mil dealer pricewian. secaume of this tremandous comptition, the large capital required to liannce the world'e new fanues, mall the low profit margin the new dealor is well to minialae hie activity in nav imuse and concmitrata on older ismuat with bigher profit margine.

The havy demend for now levued, hovever, encouraget a deslar to hande them to keop him customare satisfied. A dealer in new isnuen mut keep well informed in advance, to that he soes not mise out on some nuw items which my prove to be scaran. a good ganeral rule is to buy as woon an they com out and buy oniy enough for currant butiment. This dons not tie up capital in low margin ismuam that may take may month to mall after the iaitiml onthusiana over an Liatue in gone.

Used new inaunt combine the fincination of the naw and noval With the honast appenl of postally-uead atempe, The principle atumbling
block her* is in obtaining stock quickly, Ueed new isaues are obcainable in carefuliy greded packetf and cometimes in mixturae of buak clippinge. anothar difficulty of uged new iabua melling if pricing. as the bulk of thern will be purchased in mixed lotw for a mat price, it in dificult to arrive at a miling price for each sterp. Uth some practice these iteas can be pricad to aill proiftably and competitivaly, Thing to conuidar are the cont of the entire lot and the comperabla coat of similar stmpp in unused condition. The absence of any itwed prices in the market for ueed mev tamuen is ona point in favor of this type of dealer at bo bee almot no price compatition mouring a lerger margin of profit than on mint naw iagues. 1

## Reckats

Fockets can help buila up any ataxp bucinask whather it be a specialty company or a ganaral daaler. Packets of stampare mailable in miwost any price range runaing from five conto retall to eeveral thousand dollars and of interest to varyone from beginning Juvenilas to more avanad mult collectors, A paciet la dafined at a spacified number of all-differant stamp trom particular country or topic, wheh at 500 France, 1000 mxitish colonias or
 world such at the range of 100 diffarant world for seven aenta up to 10,000 worlif for 333,50. Larger packets of $\mathbf{2 0 , 0 0 0}$ up to 70,000 diffarent morldwide axe available with the highegt running lato the thousends of dollare. ${ }^{2}$
$1_{\text {Jeckson, }}$ p. 11.


Packet are not simply a sousce of incom in thamelves, of far more value i" thair bility to create a dmeand for the more expenaive atmap that dealer eelle on approval or through catalogs and price liata, If you eell a genaral collector a packet of atmpa on a curtain country or apecialty, hay become interested enough in this group that be will bacom a teady culomer for apecialized material in the field at mach higher prices than packet material. A tia-in with packets melated to a dealer*s apecialty is. sure to pay off in new customer: for the principal line.

Yackete are now baizg uned by meny denlere at appraval sendinge, not ap completa unita, but open peakats for sale by the atiup. saveral mothoda are uead. panny approvai dalars go through * packet mad piek out the better material to sell to thair more advanced cuatomer and mand out the balance on approval at ona cent each.
mothar packut approval mathod is to offer the cuatomer the firat fen bundred stamps two cents each and the balance ha dasires at one cent each,

A number of danlers ay that their customers enjoy buying from packete apacially whan they receive iirst choice. Ipanking of Eiryt choice, it is beot to make themali ordar cuatomar believa ha is recedving first ohoice by tending out the mtempa in auch ragular unity as $1000,500,250$, or 100 . Whan a packet is raturned with a fow renoved add afor to bring it up to one of thene units or take away
some of the common onas to bring it down to anit. Then put the packets in a fram glaseine anvelope. 1

On packet approvals it is balt to take quick and madiun aized profit rathar than txying to ranp ae mach as can ba obtained from the complete sele of the packet. Whan packet of 1000 get dom to two or three hundred, it is beyt not to wad it out any more, but to mend a Erach naw 1000 packet, The ramit will be larger asiat and cuetomer with a larger degrea of stisfaction. Thm balance of thomearial cata bend for fill in material, penny boxill, promotional work mong juniorw, or given to gturpa for the Wounded. These paciket are usually put up in the country of orifin by obman labor and \#ade on a price compecition basie, to there vill be apeantage of lose through dmaged, bavily caneelled undewirable stepp.

## Matature 贯motit

For ${ }^{\text {ppecial annivereariea, expositions, or philatelis axhi- }}$ bitione many countries of the world heve ismued amall souvenit miniature thate much maller than rogular poet office sixed panes, Thase thete umally conctin only a sow atampa and sometime only ona with wide margine with maginal inseriptions. such thete have powtal value like may tamp, but are utually in limited printinge of interant motily to aslinctors, becauen thay are moward to u*e on ordinary mati.

[^19]
#### Abstract

These miniature or souvenir thate wee vary popular from 1926 to 1938 , but since than thare hat bean lean demand for them becaute of over epeculation and daflated priees after large quantitiea ware dumed on the market by epeculators. 1


It ta beat for the beginning anil order dasler to etay aray from mindature theath as they are usually axpanive and aight tie up quite att in slow moving atock. Furthar thay are umaily larger than the otandard mailing aise envelope which wight cauga troublem and extra copt in aending them out althor on airect ales or on approval. If they are tent on approval and the cuatomer dow not pack them properiy on their return there wight be som large Lowsen in dmaged material. The ileld is batt muited to the wtore dealar who dow not have to mail this merchandien frequently and diaplay it to beat dyantage and doliver direstly to hi: dhop cuetomara.

## Raxitiod min Yariatiat

mare in a fairly good damend kor thie type of material frop spacialiat collactors. It is mil for dealor mpecializing in one If.eld to hendie this highar priced material, but almot imposable for a ganaral whole world baler to handle any mount of it because of the inventorias that might tio up hie morking capital.


[^20]type of material is not generalily availeble from wholesalara in gatantity. Another souree of stock is purchase from private collections. Tha bat advartiaing madia are the pabilications of themecialint mociatiea vher the membership is known to consiot of more advanced collector: with larger than average pocketbook.

## Axtiate ㅋrond

 printed from a wott steal die one by one on a hand preat. The quantity of proofa is limited becauna the die is noft and mould loose its beauty if more proofe were mada. Only 20 or 30 of anch are made umally divided inte tive colorm. Erial color proofs are made from tha findehed hardaned die to detide on the final color of the semp. Bulum wheati are apecial prementation sheate printed in grantition of 50 to 150 for gifte to high govermment officiale. ${ }^{1}$

## Acencyorin:

accomoria consint of thom itams othar than atamp which a collactor cen uet to wid hia collecting metivitien. mey consist of taip album, hinges to hold the etwipt in place, tong to hendie the themp, magnifiers, tock booke to house duplicates, glasine anvelopets, and host of othar gadgets.

All danlart should hande accesoriat rusardiens of the

[^21]cize or meope of their businass. The profit magin on accousoriag is usually $662 / 37$ of cost which is comparble to the margin on atamp sulua thamelives.

Iagardlesa of the profit margin a texp daler should be in a position to supply ecoasorias to his customere, If he can't the
 the othar mburce wio. Lack of hmading scensorime may lome cutomars In this way, falec of coctesorien oremte more otmp oalen, when a cuntomar buy an albua, be mante ntamp to put into it. When be buys hingen, bw wate tumpp to hixgen.
 acesmories whthout having large inventory of thea iteman, Nolt Jobbere will drop thip direttly to cuttomart for ameli loe of twanty-ifive cante to fifty conte which covare expart packing and mailing undar the dealerv mailing label. It aleo anver poatage in on direction from the jobber to the dealar.

It mana to be obvious fect that philatalic litarature creatas philatalic markets. Curfouly mough, thome wo profit most from philetalic books mand paphietperthe tanlerw-*do not onem to be
 thay can lama more about whet thay axe sulling and obtain batcer pricel on mpeialised material which they would not know about if thay only had conmulted the atadard catalogues. 1 salee to cuntoming of much item whe bring 66 2/3\% mark-up on cost.

[^22]
## chapter XI

## Ranching the Mrxat

## Aduartising

One of the beat vays to learn how to write odvertistus is to tudy advertiaing of aucemaful finm in the field. Notice bow they writa, what they fature, how they axprest thanelvan. A dealur asn iaarn in this manser. He cen learn to write hia own edvertising soon with nomen talente of vriting and expresion. If not, the job will have to be given to an advertieing man to write. Tratt of angod Adyexticemat

The first factor is sune of reading, to be casily rad,
 and thare mant be miniman of ifetractiog alemants.

Sesond of the traite of good afvortiammat le attantiongetting pomar. Attention in obtained by an sffective hadlina or opening phrata, priee mppeni, and unuwal copy. Attention-producing
 advertimementa will badied are attention geteme, but genaraliy it 1. best for non-expert alvertiotiog writera to avoid abock or curiosity madifnas.

Interant-builidig pown in the numbr three requisite of a good advertismmat, This includes "you" in the hamelines. The
fourth factor is action-bullding power. The iffth, and final, trait of a good advertienment is sales-building pomer. This is the factor that make boying oway and convenient for the oustomar, placea all engential information before him, and ofterm guarantees of quality and service ${ }^{2}$

## Typer of yexia

Mivertising mada should be choun whry carefully. The two
 belt way to reliata the two is to compure cost per 1000 readara of one publicetion with mother.


#### Abstract

Mvartioing rates in etump publications are low. some of the maller journale and society journal ara an low an $\$ 2$ par inch


 offering cfrculation of only enverel thounand. Tha rate for morical Inu magatine, official organ of themarican Wopicul amociation, Bchibit H, Fage 77. Ratad of the commarcial aterip papar: with Linger circuiations of 10,000 to 60,000 copien range fron $\$ 4,00$ per inch to *, 00 per futh. On the ourfuce it would appear that a publication with 80,000 circulacion costing 85,00 par inch would be better than ons with 35,000 reader contiag $\$ 8.00$ an 4 ach, but
 whould be teken into conaideration.

[^23]American Jopical Association

Are YOU getting your share of the
Central Office
; HUSAK. Executiva Seoratary 1306 North soth \$trett Hiwauken 16, wimantin
yours for just $\$ 2.75$ every other month! That's our low contract rate and you can rethis even further to as little as $\$ 1.73$ per inch by contracting for larger space in issue of TOPICAL TIME, the "bible" of every true topical collector,
now, and our advertisers know, this is a bargain! The circulation of TOPICAL TIME has eased more than 14 fold in just seven years! But that's not all, memebers continue to at an ever-increasing rate, circulation continues to climb, topical collecting has me established in the "best" philatelic circles. We just don't know how much longer an avoid an advertising rate increase. Printing costs have just gone up $25 \%$...addnal copies do cost more money...for the next thirty days at least the rate sheet on reverse of this letter will remain in effect...take advantage of this bargain and get share of the MILLION DOLLAR TOPICAL MARKET:
now, and you know, that circulation alone is meaningless. The alert businessman wants now the buying habits of the readers...and the ATA has this information, the result of cent reader preference survey made in cooperation with a leading university market yst. Here are just a few facts and figures to support our claims:

ATA members spend a million dollars a year for stamps, albums, and supplies.
Though the average expenditure per member is $\$ 18.25$ per month, $37 \%$ of our members spend more than $\$ 20$ per month for stamps, albums, and philatelic supplies.

Over $75 \%$ of our members collect 2 to 16 and more different topics! Almost $50 \%$ of our members want to collect more topical subjects! More than $90 \%$ of our members collect a specific country, a specialty or maintain a general collection in addition to their topical interests.

And here's the clincher...over $80 \%$ of our members buy some or all of their philatelic purchases from dealers advertising in TOPICAL TIME!

CAL TME is not a publication that is read once and discarded. Members file their es, refer to them constantly for information on the topic they collect or on a topic 'd like to start collecting. It is used month after month, year after year by its lers, the countless requests that come into our office for back issues proves this. own unsuccessful attempts to buy back issues at fancy prices proves this. Advertising : is planned for this medium, advertising that will pull month after month, every time lader sees the ad will pay for itself over and over again. No section of TOPICAL TIME levoted exclusively to advertising, your ad will always have a preferred position ugh careful attention to layout of pages.
copy may include illustration engravings for as little at $\$ 2.50$ (which includes the you can re-use for other printing). If you prefer we can offer aid in making attractlayouts of your advertising message. Give TOPICAL TIME consideration in your advertisbudget, reach the MILLION DOLLAR topical market. The ad rate schedule on reverse side ielf explanatory, if you need additional information do not hesitate to write. If you : not already seen TOPICAL TIME, write today on your dealer letterhead for afree le copy.

Here's what one of our 75 regular satisfied advertisers says:
Although our initial cost per cusomter is relatively high as compared to other advertising, purchases per customer over a period of time run higher than is usual for most philatelic publications. Credit losses, percentage-wise are low. Percentage of purchase from initial approval selections is currently running about $83 \%$ dollar-wise.

| his is the lowest, PHILATELIC ADVERTISING RATES |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| rate for you |  | $\begin{aligned} & \text { Members } \\ & \text { Prepaid* } \end{aligned}$ | $\begin{gathered} \text { Members } \\ \text { Billed } \end{gathered}$ | Non-Mem. Prepaid | Non-Mem. Prepaid* | $\begin{gathered} \text { Non-Mem. } \\ \text { Billed } \end{gathered}$ |
| + | Prepaid |  |  |  |  |  |
|  | Transient | Contract | Contract | Transient | Contract | Contract |
| One inch | \$3.50 | \$2.75 | \$3.25 | \$4.00 | \$3.30 | \$3.80 |
| Two inches | 5.50 | 4.50 | 5.00 | 6.60 | 5.50 | 6.30 |
| $\frac{1}{4}$ page ( $3 \frac{1}{2}$ inches) | 10.00 | 7.90 | 9.20 | 12.00 | 10.00 | 11.50 |
| $\frac{1}{2}$ page ( $7 \frac{1}{2}$ inches) | 17.50 | 14.30 | 16.50 | 21.00 | 17.50 | 20.00 |
| 1 page ( 15 inches) | 31.00 | 26.00 | 30.00 | 37.00 | 31.00 | 35.50 |

*Advertisements are considered prepaid if payment is in our hands before the firs of every even month for the next following issue (same as insertion deadine).

POSITIONS: Inside covers and "page $3^{\prime \prime}$ ADD $25 \%$ to above rates. Outside back cove two colors, ADD 50\%. Center two page spread costs $2 \frac{1}{2}$ regular pages.

Transient advertisers are those using space in less than six issues. Contract ad tisers agree to use at least one inch of space in each of six consecutive issues. Rates are for each issue. Maximum 35 words per inch, additional words 49 each. $P$ are $6^{\prime \prime} \times 9^{\prime \prime}$. Difficult composition or small type: Add $35 ¢$ per inch to above rates. Handwritten or copy requiring retyping or rewriting: Add $\$ 1$ regardless of size.

ADLETS........economical BUY - SELL - TRADE column!
RATES: Five cents per word. Minimum charge $\$ 1.00$ (twenty words). Six times (same copy) for price of five times. Minimum charge $\$ 5.00$. SAVE 1/3: 12 times (same copy) for price of eight times. Minimum charge $\$ 8.00$. Terms: All Adlets, Cash with Copy please.

## ADVERTISING TNSERTION DEADLINES TN MILWAUKEE

For issue dated:
January February........... December lst
March - April.....................
May - June.........................April 1st

For issue dated:
July-August......................June 1st
September-October..........August 1st
November-December . . . . . . . . October 1st

If you are not now a contract advertiser take advantage of the low rate offered yc in comparison with transient rates. By joining ATA at a nominal $\$ 3$ annual dues, will enjoy an even lower rate. Sign contract below and mail today for bigger prod
-CLIP and MAIL Today-
AMERICAN TOPICAL ASSOCIATION, 3306 N. 50 St.,Milwaukee 16, Wis. DATE
I agree to use at least one inch of Advertising Space in each of six consecutive issues of TOPICAL TIME and enclose first copy with payment. If new copy is not received for each issue by deadlines you can run the copy of the previous issue.

The mount of editorlal matter in relition to advertining is not inportant; it in quelity that counta, The collectors' publiantion that hat the minallest parcanteg of editorial matter may be many timen affective an advertising medium the publication with the greatalt mount of remding mitter.

Find out by reading the manazines, if the various publications give editorial cooperation to mavertiaert. Mot of the pablicatione have reguler colume in wich thay publiciwe advertians, call atteation to price lists, stc. Such euitorial itme are often more valuable then paid aivertielng space and co-oparation of this port merit. contideration in detarnining a publication' sedvertiofing effectiventas.

Another condideration of prompective media is typography and preswork. a poorly printed publication is never at afzective at all printed publication. Any publication that faile to mamore up typogrophoally mut have a great dall to offef in the way of circulation, low cost, and other fector: to counter-balance much shortcoadrye.

The type of readars catered to by a publieation is another important conideration for the prospective advertiter, some publications heve a teady rederwhip with little turnovar. These
 if he variee the copy frow the bulk of other ade in thet publication. If efitorial content of pubilcation is blanted towarde one field,
it ie apparant that mot of its readers will be interested in that ficld, Por exampla, if a certain magazins carrian many articias on United states atamps it can be asouned that most of the readors collect U. \&. more than pasaively.

## Milatalic Publications

fogisty Journalig, ach of the philatelic mocietion for collectort publith thair own wonthly or bimonthly fournala which carry dealer Avertiaing. Circulation is mesh lowar then the maakly stap publicationa, but theme publications reach aselect group.

Th notoble publications ara themarienz thilatgifet of





 are gytonomous with circulation for the publication are includad
 hundred asch publish mall jourmall for thair particular epacialtian.

## Comratil Collegtor Hublicationg.

This group of pubileation are run as busiment venturea by tha propriators at compard with the orgen mantioned above publishod by societias for the benefit of their maberships.

The group of comarcial publication offex the atemp daslar a srant many more advertising opportunitios becauce that circulations are gratily in axcese of those of the collactor* mociaty publications. The stamp trade supporte six "weakly" temp publications. One is pabm lishad threa time pax month and one appane twice waek, but tor the purpone of analysin all aix aro considered "wanklien".
 letion of cloen to 60,000 , the largont circulation of all the collector's publications and the one offarins the mot pagen for dollar
 EAtoriale are highly controversial. Contant is varied and up to the mimite. Wiforial aupport to advertimars is seeond to nope. The great value of alvertioing proven the paper's affectivenese an an advertising medium.
 Gollector both with about 35,000 circuiation. gt, 1 then only utap papar not publighal in a tanll town, Matug printed in high cost F w York City, it unfortunataly has to eharge the bighest advertiaing rate of any examp journal ( $\boldsymbol{\beta}_{8}$ par inch). A fime ataff of columiste provide ataried fare. A dintiact advantage to rasiar:
 centar of the otqup markat in the Unitad fatan (and acma any in the vorld). Secmuet of this eitumtion it can roport nuw fatter and furthermore cea have many axelusive tories from permonal interviow


 tive in tiepoeing of better stape and concenting enrioug collectore vith conaldarable apending powar. An manber of the eltitent

 scoper frem Vithington.

 Some of the bet writere are umed. Fortign corretpondant columan are menilant. Avertising recetvot onefptionil attention due to an unumul typegraphic leyout. Deunlly nomapepers build up a pege What the lenge half and quatrar page odvertionmente on the bottom

 ade at the top and the sadi one on the bottom in an invarted pyrand fashaca on the pronian shat those payine the mot should get tha mot attantion froe readere。

The eocond group dees not offer the laxge reacharahip that

 Mnking is the oldest continuouly publishad etump publication in the Dnited stetien huving appenred for almost oixtymive yoart. Vain
interant in un U.3. atamps though there ia man excellant new inaue column of fortign itams.

Meakly Yhilatelic Gog日in, which dons not disclose circulation figuren, is the bent printad and the only sliok paper weakly in America. divertiaing id four dollars per inch and circulation is estimated in the ratge from 10,000 to 15,000 . Feature axticlea rank with the best. The ratio of reading mattar to movertising mater is the higheat in congin then in ay of the othar waklias. Thit mana that advertialng in this medium will probably get more ratar attention than ia soge other publicatione whare there are more edvertione par page. Of course, there will be lase readmes to viaw tha advartisemant than in stymat, Han"a, or Heatera sweme Collactor.
 Advartioing rate ia four dollare pax inch and circulation, though undiaclosad, probably reachas 10,000 . The papar is rathar poorly enited and printed compared whth the others. The publishar claina, with justification, that lews-irequant publication teade to give longer life to each devertielug initertion.

## Mankilatelio Rublichtiong

Hownapar Columns. Wany dally and meakly newopapers in citiea acrose the land carry mall weakly colume on atump collecting usuly accompanied with an advertieine colum.

4 few of these are of outstanding intarest to tha mail ordar
dalar and have quite readerahipt. Thay consiat of the gany York

 and the Toxonto Globe Mail.

In addition to them thare is a midianted colum by Prankin R. Brunk, Jr, Brector of the Byinion of milately, Foat office Departmint, Wamington, B.E. conducted in mbut twenty daily paper. in thair suaday aditions.


#### Abstract

   to attract bagimar anf fuveniles to requat approvel melactions. Iven though rated are higher than the philatelic magazines, the cout per thou tond reader: is about the aman. The ouly irgionek is that    cource for fuvanile coliectors is scholeatie mageine widely circulated in schools. This publicetion aponsorn onited lletions atamp clube in achoola and earries a regular tinip columa, ${ }^{1}$


## Tyed of Alyaxtialog

The two basic typen of edvertising offored in will of the publi-

1'Hiske, P. 143~7.
catione mantioned ax display and claselfied, the formar usually boing cold by the inch and the latter being mold by tha word or ina of type.

The little class efied advertisemant can do ramarkably well considering its mand gixe and cost, but does not rosult in an avalanebe of ordern. Clansified advartisting in denignan to briag goode or sexvices to the attention of the raader who kaway what he is looking for.

On the other hand, the diaplay advartisemant seaks out the prospect and tries to entice him into buying the stempe it promotes. While the clessified column are only read by chose few people looking for certain item, the display advercisument attrats the actantion of virtually avery ramiar of tha magzine. If the edvartisemant is not too amall, it hae a very good chance of baing read by thome collectorg who look at all the advarthaments and read each one attentively, and other who mey be intarested by an attractive baudine.
 advertiaer who wishas to coutact nev cuatomars mad yet in lindited by inoxperience and capital, ${ }^{1}$ Raten unuilly num about six cente par word, with reductions at low three and onehalf cant per word on bulk contraot purchnees of 1000 words to be used at will. The denler

[^24]can thus ahange his copy frequantly tanting verious copy to see which pulle the beat. A wall written advertisement without change can oftan contiaue to secure busineal aftor many insertions. Many famou advertisemente espeaially by patent medicin companies have run for yeara without more than winor chungen and ara ntill producing.

01ansified advartising mould not be comidered make-shift, econopical altornative to display advertising. It should be included in the advartiskig budget of every stap dealex. Glamified is matually more productive, in many casea, than display, The reacon for this is that those who read clasieifed advartising do mo deliberately. Clastified doen not require illuetrationa, artwork, fancy layout, or heavy type to obtain readerthip.

Ail olamified advertising is clasified according to the type of offar and this mane it eaty for than prospective buywr to

 before thay read hie alvartisomant, It in not too difficult to sell thase proapents if the material in fnteranting and the frice is Lnvitins. Fooncoleal olmesisied columa give the denler an opportunity to all itoms which arie in short tock and do not varrant the use of higher cout dieplay epacm.
geveral techaical alyartuges halp the clasified uanr to obtain readerthip. The simpleat of thene is the tact of bulk. The largent clamificd advertieamants attract the mot attantion. A
four dollar clasisified advertisemant might be tive time as atfactive an a forr dollar diaplay advertimement becauge the clasaified advertiammat of that aita otandy out mong the adiete, wheruan a dieplay advertienmant for fuat four dollart ia only one inch in aise or less.

It is a good poiley to watch the printing pattern of the various
 advertimmant are eet in all capital lotterst thin fector will datarinine how to phrase the oppaing entenec.

Wepetition is easily obtainabla through classtified apuce tor the mew, gmall dealer dasiring to becom known mong the collecting public. Individucl advartians copy am be utad ateral times to inmurn remphing wost of the interated remere of the publication. anothmr mahaical operation that can moure nem busianas for a dealar is to ineart an advertimemant under the wrons alagatifind hading on purpose. the idal being to interast someone into new field. Not expected, the alvartiomant will heve leas competition than it would
 night be offered in the gnited staten columa. One of the philatelice societias hat dong quite mall by placing ito allet. undor the stap heading appaling to the specialists of chia society father thon undor the manding "Riliatalic societien".

The principie advantagen of dimpley advertising ie the fact that there is more apace in which to diaplay marchunifate and present
the manemge. To teat the ralative effectivanaan of dieplay advertising vermus clatilitied advertising, it is not necensmry to mtart out with a big dieplay duartisement. It is not how meth apace is uned, but how wealy it is used.

The mall dieplay advertisement is built mround one central idea and ond only. Copy should be thort and to tha point, Lliustrutions and artwork bould be aimple. White epece dis daportant and mould be used as froely a possible. A mall edverticemant hould have the
 forcotul display, planty of brathiag apece and a minimum of copy. ${ }^{1}$

A hasiline thould be short. It should occupy oufficient spacm and stex, typogrophicully, that is sumd out boldiy from the reat of the copy. Whan poseible it should appenl to the molif-incorat of the realer. sulective healime are good when ona want to rach a particular megmant of the market. Tor mamele, amar apectalising In atamp of the Franch aram might include a haoifng like "riance and Coloales" ta hie stap magenine alvartiaing. A generel dealer wiohimg to mecure collectors from general non-philatalic megesine
 of the risht kind of mudiancm.

Guitable sub-hede cin aid in holding the attention of the ramiar once it has been macured. The haedifne melacte, the sub-head
${ }^{1}$ 7hata, p. 31.
arouses, and the copy selln.

Jackeon mumarisen good rules for writing the sanll diuplay advertiament for a stmip journal: ${ }^{1}$

1. toe one central idan and ont only.
2. By all mant, une white opace at fronly at ponitble...
and be mure it is ponibla.
3. Enep it ainple, but appealing.
4. Over-dieglay is vulgar, but try to be a little different from the park.
5. Wrphatise the trade nume
6. Ave plenty of attention to the hadifme.
7. Guriosity ie often a good oppeal but malf-interast in alvays bettar.
8. Teep illuatrationt stmple and avoil banil datail.
9. Bon't cravp the copy. Jatay it brief but oll the idea.
10. Advertion consiatmatiy. Mapetition build confidance.
11. Test verion elemante in an edvertismment, but only one lemont at tham.
12. Ray advertioing to indteate whioh modia puils the beat.
13. Whanever posisible, be pwisy, t timely advertiwamat dreve
 ance thaxe is a temp for just about avary situation.

[^25]14. Reap body type large mough to read. light point type is the minimun for most cases.
15. Appeal to tha remeria imagination. Ese exeiting morde, colorful midectives, verba of tetion.
16. 8trive to relata one edvertimment with another. Though all may difieront, thit may be dow stmply by clant dioplay of the signature liaw or by a logan, tradomark, or divertising timick.
17. Bee reverat plate but ufe them taptafully. Type on revarsad plate thould be 10 point or bettax, preferably 12 point or largar to inaure cloar appearance. six or aifht point type oftan fill in with ink an reverces printed on mamprint, thum eliminnting tha copy and sausing the wrea to appear ta solid bleok block.

A fimple yut effective device it a logotype of the fixm name at the foot of ach advertisement. Buch aignature plate will idantify amoh advaridemant with earlier onat and develop anity of imprassion in the remdar's mind wich builds confidance.

## Anartiang -

To inqure amet of reading, see to it that the alvertising copy ttarte out with m attantion-getting beadim or opaning phrage, and that the openar lead naturaliy and maothly lato copy that if ccurately iescriptive. Than wind up with prices, my partinazt commat on quility of service or the scope of atock aviliabla and nume and oldrane.
 for a typical star ip dealer. ${ }^{1}$ The author make: the assumption, in this hypothetical example of preparing an advertimamat, that the advertiser is a mall order dealer catering to the general run of collectors. advertising is placed in stamp colum section of nawnapera such as
 is a set of trave Japanese park attempt. First step in to lay the stamp: on the dank and examine them in the aye f of a collector. What would tempt a collector to buy chase stempit An malywis shown:

1. They are pretty. They illustrate eyw-fililing scenes in the national parks of Jape. They would appal to the lover of mature.
2. They are large and colorful. They really look like comathing then mounted on the pagan in the collector"o album.
3. Each stag shown an entirely differ ant scent.
4. Specific topic included: mountains, waterfalls, scenes of rugged batty in Japan.

Manat 10 the writing of the hemline. A racer must be able to see at a glance what the dealer hat to sell. A simple heading of "Japan'e National Forks laue" mould do the job. From there on it'" a matter of ingenuity and imagination. The idea in to write at many headiness at possible and select the best of theme Possible subheads under the man banding could be: yring the distant peak e of Mippor right into your home. See the scenic beauty of the Nipponese Inland.
${ }^{1}$ med. . p. 44-45.

Juat like motnting a gorgsous travel foldar in your slbum. Show Nippon'o rugsed terrain in all ite menic armenr, Ficture mountaine, witorfalla in hippon,

After alecting the heading, add tha taxt as vivid e daseription at poasible. The inal axamele given is:
 dietant Hippen right into your hown Twive large colorfial tames, ouch showing adifexent seme from the folman, reproduce in iffelike photocravare all the rugged grondeur of mountions, waterfinle, monumante, inland aas, precipices, Ordar ywurs right now. sund 10\%, togethar with a requagt for one of our truly emacinating upproval selection to star stmap Co., Stellarville, Alabman."

## 

Hinny dealar: leave the phymicul leyout of the atwortimament to the printer when they ohould be doing this work themeelves. actually they may do a bettar job then che priatar doas thay have more melfo interant in the job than dons a printar with humdreds and thousand of iters to ret up.

Remimility is of the utuost importmon, Radiability in schieved by uning both copitals and lowar case lettert, an general rule. The um of capital lettern only ie perainetible only for mort worde libe stapa, hinges, albran, tongs, etc. It is seldom parinisible

In wich words as Guadeloupe, Venezuala, geophynical, etc. The physioal ratan for avoiding capital lattors in loug worde is the inability of the eys to segragate the syllables rapidly, that slowing down the telegraph ayatan from the optic nerve to the brain.

Havioy a plating variation in difplay linas ta anothor way to achieve readebility, All dioplay io not ixaplay. Nome advertimer: have too many hadilines over their ade.

If it is nocestary to have ix or teven diaplay lines in oxdar to propariy deteribe stimp or an album sum monotony miny be avolded by heving two linef capital, two in uppar and lowar casa, on in itulic, and perhape ona in capitale and amall capitale.

Handmbility is echieved by heving a remonble mount of white apace betwan hadinge and groups. Gromied type arrangemante, reaulting frem too much copy, axe nevar rettifl to the eye, novar invitiog in mpearance and never induce the reader into Einithint the manage. Likwore the reverte of too mach heavy large siend bold type is not appaling.

Fropar display muet be maintatned so thet copy is not aplit in the aridis of a lina whan nome lina axe eantered to afford

 copy. If eopy appear: balanced to the mevertiser, it will appear balanced to the merage reader.

## Emptying for the Publication

## Steno paling for Rleanurs and Profit point out four

gmaral rules for preparing copy to send to the advertising medium: ${ }^{1}$

1. Copy should be typed on a lettarkese sized sheet of 8 y mil inches white paper with apple margin for the printer to make notation a of type feces and aiken. Check eccurmay of spelling, hyphenating, punctuation, grammar, etc, abbreviation should not appear in the manuscript unless they are danired in the printed edverticemint.

If tabular matter is to appear anywhen in the printing-in price lists for mample-it would be better to type it on a
 a different mined (manlier) type than the regular text material.
2. Home sort of layout should accompany copy. It need not be fancy. A separate sheet of paper sketched roughly will do.

A comparison of advertisements prepared from a layout with thou prepared from typewritten copy only, show that where the printer ia guided by a layout, the headline are usually larger and in more prominent poilition, copy han bean wet to fill the apace properly, and all of the other elements in the finished edvartisemat are in more attractive positions.

[^26]3. Be aure copy fits, If there ure teo many words for the ordered space and thare is not time to return the advertienmant for revision, one of two thinge will reault, nithar the copy will be jamed into the mpace in omall type or oomething will be left out. matore rarely like to mikninete parte of acpy on thair om reaponsin bility so the copy in unully jmmed in or, if hamanly imponable it
 it is intended to hold will give a very poor reault.
4. If cut or platas arm aged and are cent maparately, thay
 appanr in the layout. If the cut includan nom latiaring, inifeate on the layout that it is part of a eut or the printer is lisible to set it up in cype. If apecial omphais on oartain woxde is dasired, thay mould be underifned on the typed oopy so thay vill bet in either boldece or itelice in the printed oopy.

## 

Type is matured in "poiate" and "picate". Ivelve points make on pica and six picas mive one inoh. Conventional body type fo oight or ten point in sima to ingure remability. Six poiat in frequently used, but makee armmod appearano and in not too reetable. A square inch of space cen hold about chirty-two wordt in eight point type cet solid. ut the type hat specing in betwen, known an "lemaling" in printers' tarminology, only twenty-chree woxde can be contained in a one square inch spece. This cones to thout
fifty worda pur colum inch after apace hat bean allowed for hemdinas, larger typu, illustrations, bordar, etc.

## Conelintangy

Too many baginning tamp daninr axpact to receive an avalmache of ordart from the firat ingartion of that advertisemant. Thie uanally is not the cace. Foople are unfoniliar with the now advertiser' n ndme. It taked six or more intertions of the dealer's name for mont readars to feel secure in manding money to the now advertiener.

Turther peopla are slew to move, They my see an interesting offer, plan to purchate and then through procratination put it off and finally forgat about it. If tho advartiser rapeats, tha roednes interant is agan arouced and the aecond or third tima meght take netion.

## Advartitiot Ampxting

Tanting of edvertiaing is something that mat be cone by all stam dealers large and anall alikn,

Each advertiammat ahould be kayed, to the malla and inawe In which the advartisement appoared an be credited with the reapoace. Hany inquirare will mot include the key aymol in their reaponae in a delibarate attmpt to confuse the doaier, but most people will copy the edfrage aractly as it appars in the divertisament including the key oymol.

If the buainess is operated under a perconal name tha beet way to kmy the advertisament according to publiantion is to change the widde inftial. Each midde initial will atad for a different publication uned. If the bubinase la oparated undar a company name, then the key can be "Bept. 2"; "pept. 2", etc.

It is best to kaep kay letters away frow addrasa or box number so sat not to confuse tha Fort office Department and cause mail to be dilayed. Anochar way to code is to make amall change in the eddresa, one of the aureet ways in to change the price of the advertifed itwa few cants. A met of ntmpp may be offored In ana publication at \$1.75, anothar at $\$ 1.70$, and a third at $\$ 1,80$. Romittmanes will quickly tell which publication is puiling the bate.

Xey tenting thould be followed up to whow wich offer is producing the mont anomert. Dealar: who and stimpa on approval ubually
 bbout ectual wholesale cont to meure the cutcomer, a daeler should keep track of how one premium offer pulle over anothar; recording the cost per mivarticement, the number of anprers, the sales from the initial approval eelections, and the customer gained from the advertiaing. An analyato of this information can easily ohow which alvertimmment if securing customere at the loweat price and which promium hould be maintained waile other. are dropped.

Buand on a dealer's protit aurging and overhead expansas, he ahould compute bow mach be con afford to pay tor aech naw cugtomar.

The averase dealer can afford to pay up to 300 par nama--more if his unit salat wre high. The an is to be lower than 50 through more effactive advertiaing,

## Advertilang Plifng

Ivan after an advarticomat hat topped ruming, order: gay com in for yeart aftormards to it in beat to keep copias of all edvertioins in eifle, to when momeone replian to an old edvertimemant the dealer will know what to sand if the inquirer pute oniy incomplate information in hif lotter to tha dealer.

Anether sood reacon for filing old efvertionmenta is the reference velue in writing nw advertising, ofton an old advertieomant can be rewordad aad rawritton and brought up to date. A good advertiammat, no metter how old, can prove to be bis producer liter.

Joha R. Groat, galas Promotion Manger of Seary Monbuck \& Co.' South Bend, Indime otore any that any ale letter or cdvartiement ahould not be dimearded or replaced no matter how old it is if it atill continuas to pull. ${ }^{1}$

## Une of Px max

Fromiuma have alway bewn an inpertant olement of otarp edvartisina, but of late there hat bean a tombang to diacount thafr


[^27] advartismante, which mont dealere une ragularly, afford little opportunity for parsuasive writing. Only a very fov of tha large national fixm uce large apace advertising, The only dealera who can affectively use small-apace advertisemment are thoae with longestablished reputetions, or particulariy danirable, acarce merchandien. ${ }^{1}$
 for oter daaler when thay ute it to attract new augtomera. Yor attractin nem customer: there is nothing aqual to the premium.

A promiun obould be choman very carefully taking four considaration sinto mind: uitmbility, dasirability, value, and adver* tioing potential.

## guitshility

The firet considaration in picking a promium offer should be ite mitability. The pronium mant be fuitable to tha line of
 atiape would be more that koolith to offor a cet of pretty britiah
 made that the collector remponding hat som interest in the country which insume the tmap offared in the promilue or ha woulda's buy the prosium.

The promium offernd muet be planned in pratity. price, and

1Jackent P. 36 .
componition for the clasi of collectore the daler wanta as ateady cuatomars. A low pricad premiun would probably attract a lare number of collectors for cheap approvals whereat a hisher pricme promium would attract fewer people, but the big spandart.

## Dackrebility

Thare in a differance betwen and undaifable progium and a prendum that lacka deairability, A cloae contect to the mtamp buninose anable a doalar to know what it dasirable in the winda of etmpap collectors. Dasirability is not the amm anailability. Just becaute atapp or sat of otemps is available, at a good pries, does not man that the othor or ant in wanted, fome of the beat "bargeing" are low priced simply bectuen fay collactors want thas. In fact, too Low pricet are umally a good sign of laek of appent. Besixability should not be confused with price. matrability should be chacked bufore price is checiced.

Sovaral seotora contribute to dasirability. The country of origin io important; evan the mote attrmetive otam in uteleag as a promilun, if it was lamed by a currently unpopslar nation such at Ruscia is now.

Fandiarity bread contempt. It is bent not to offar a promium that hat been overworkad by many dealeman. Howsworthy now ismuas can ba uedi in the promitu field. For the firte dealer or two who divartiset a set, the rekurni are bound to be good. But using new istuas at promium is risky, jutt becmue so many denlera
follow the proctice and the number of interestig, attractive new stanps that lend thamselves to premium une io consistently limitad by considerations of price.

A sefor way for the average danler is the securing of adaquate

 they bave been avaliable so loag and overybody mut have them alratiy, Thace daalory fail to conaidar that there it whole ney generation of collectore who are not 2 andilar with theoe oldar ieaues. To
 isaugs, plue the intarast gemerated by their opmarative age.

Dalaen a danler's stock io arrunged to appenk to a mpecialiged group, the premium ahould have tide deaixability,

## Talue

After datermining a potentill promium that will ramoh the sight kind of colleotorn, ite value mant be detarmined both to the dealer and to the potantial cuntomer.

Nout dealers do not dapect to make any profit on thair
 advertising cont that it done not behoove a dealer to try to makn my suving on the premitu. The ensible way to arlect apromiun in torme of cost, is to detemine first the asking price.

Chamer premiuras will attract mort people, but less sales. The parcentege of eventual buyers is maller among thone who mever an advertimemant for a cheap or frea promiun. ${ }^{1}$

Tha premium mat be offered at a price calculated to attract the kind of buyers degired. A tan-cent primivilif fine for attracting collecters whoen purchaeen are in the two-dollar or late bracket. Twnty-five ent promilus will attreet people willing to apeai up to $\$ 5$ per acleation of atampe on upproval. Framiam anlling for 50 or 91 are ugeful if the dealar'a tooik ds oxteosive onough to warront thair uce. Collactorf who mand a hal dollar or more for a preatum are almont whout axcmption prepared to upond libaralily on thoix collection and thair credit is unifornly good.
merpita the fact that the beat bargaine should be advartiond, they should not be sold for leas than cost beauus collectors will be diefiluationed when they And that other tampe the dealar offere later are not at oquelly inaxpeneive the emecial introductory offer on the promitum. ${ }^{2}$

Once the profarrad price raxge bae been molected, the deslex can then look for apronime that can be purchaeed at about thet figure. The premin offared mant be cally recognicad by collector: as worth more than the aking price. Save the pricea quoted by moot's

[^28]8 tmaiard Powtage 8 tmp Catalogue come into play. To most collectore, not in tume with the market as danler is, this is the only guide to price. It is well than to offar a set of stapa at a oubstential discount from scott's price. A set of stmpe which have gone up in price tremmdoully since the last lasua of scott'm may well be a bargain at $100 \%$ or wora of catalog price, but auch a bargain woule not ba emeily recognited by the average collactor with the realt that taker would be manil in number. There is such a thing as too big a bargain. If the stmpe are offared at much gigantic diacounty of entalogue prion collectors my fael that the stmpl erw not worth more than the aking price.

## Adurtiata hetentint

Th last of the chree sactor to considar in premium malection
 fixit threa test will aleo heva planty of efvertising potential.

Clarity is of prime daportune . If a preatum oamet be cdequately daseribed in tan or manty worde, maotior preaxum hed better be melected.

Catalogin number do not conatitute clenr dancription. an civartisempt mat be written to that besinnind collectore, not owning a atalogus, can undaratand it and be moved to ection by it. Too many danler: randar thoir dvertienment vapu and ineffective by trying to anve the cont of half a domen worde, fongex advartismants In the clasified anction are iway more affective than port onet.

Bisplay divertisamants too can be adjueted eliminating unimportant word and uding vary isportent wordo of dencription.

## 

Lopating a source of a premium is importent and the adility to ratock fatat moving premium is 180 of utwont importance. It is most fruptratiag to a daler who het found the partect comblnation
 aftor the initidi auply is eold, he is mamped with orders and finds no wolataler with stoaks at the fight priae to fill his oxdark.

Comerally monking, if a prombum ad pimo of advertising copy will pull roplies todny, it will atill pull replies tan yeara from now. Unfortumenty mupplian of good promiunt at low pricme seldom lant that long. The beat thing a daniax can do io to buy the lergeat practiceble quantity and hope to obtain further muppliat whin nemand.

A dealer doef not alviry beve to look to a molasmier to find
 proniua from his own teck of otherviee dasirable stampe, but which he hes in over oupply.

## Bita for Ixatume

On uthority hat calculated that thare axe ton vay to uav prondum profitithly in the atmop businens.

1. Obtaining new cuytomar al juet demeribed.
2. To push ilow-sallers. Dvery dacler, no mater how familiar with hie maket, will somotime find himeelf with whape that are not celling an xeadily as anticipated. The mdition of an inoxpensive premium efght be the one factor to turn a poesible lown tato a worthwile profit.
3. To surtain interust. an approval dacler anamaintain intarate at hish pitch with occational pramium, provided thase manll gifts are maicable to his type of customers. Aftar a customar has recsived cevaral selections, be genarally allow his interant to relax. When thie happana, include a promiln whth his naxt meloetien. His interant will be sevived and his purcheate vill return to normi.
4. To move sub-atanderi iteme how to diapese of mturp:



 Who axe not luasy or who lack the financial mane to purchase the ymo matinial in perfect condition,
5. So aliminate summar lump, Although the manal summar
 will holp to maintain malet at a level nearly approching thone of norwal monthe.
6. To mat price competition. It ie often poasible to eell items at full ragular price donpite cut-price compotition if a premux if offered tree with the purchage of the item.
7. To compile liste of prospedt. som dalera give thaix customare preaiuma in payment for the naman of thatr friende who are also collectors. Thie lis generally a champer and quicker way than publication mivertiaing to build up apropect liat.
8. To increate the aize of the order. The offar of pramiun
 volume at Iittie axtra cont. fome approval damlare allow the cumtomer to choome en elditional ten cente worth a gift for mikiag hif purchaen at laget a dollar.
9. To sped returas of approvile. The ausckar approval eelectiont are returaed, the quicker unoold btues com be went to mothar buyer. Thin remultil in additional tock turnover and largar profit on the investment. som danlora include a little ${ }^{\text {blip }}$ with the epproval selaction, waying, "if you retuxn this melection in leas then then ten days alloted, I will rewerd your promptnaen by givigy you man attractive set of timpa ebsolutely free. It will be seat to you in your maxt aproval selection". such anote not oniy innurem apeodier returns, but continued bualinags as wail.
10. To exeate goodilil. Iveryona likes to recelva more than be ho paid for, the ocenzonal mall gift to your oustomer will cont litein, but the reatiting friontehtpe will bring many aditional mias. ${ }^{1}$

## Mreat MyI

sinow stax deeling in to laryely emall ordar busiages, it

I Jucknon, p. 36-42.
would mem obvious that dixet mail advertising has an important place in the trada. However, many danlers fail to utilime diract mail to the fullast axtent because thay do not realice just how uceful it can be.

Jwekeon citag twenty ued of direct mil in the stap buminese: 1

1. To locate mourcoe of muply. List of wanks to various
 of the wholeselere price lists.
2. In makiag teste oArect mall if an ldeal tool for anles tenta of evory maturn. With chil mediun, tento of nearly-pertect
 tim. A quatetonnix to meak the conmengus of opinion of one'
 julyment which might otharviae be made.
3. To obtain naman for prompet lists. A direct mail on* clocure mant along with othex literytura or an approval aelaction to promant oustomars aking for names of friand who weoliactors will bring may good mana of prompect.
 or latior in a momingly pergonal masage about the atmon the customar in interestad in vill bring mora cuatomare into a atimp hop.
4. To make buying aore conveniont for ouktomars. A stivap etora cm coubla or triple his volume if a mati order dopertanat in established.

5. To create admand for the line of atmapl handled. Folder: and newnletters can do better ealing job of apectific type of collecting thim can an advartimemant whare may ine ditaila munt be Left out because of lack of space.
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7. To eapitalise on ocher atvertising. purect mali piece⿻ stould be tied in with publication aivertiatiay Reprinte of adver-
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8. To atiminte interest in ane catalog or price liat. A post card mailed to each auntomer or prompect timed to remah thmm a day or two before the arrival of a catalog or price liat, will do meh towards creating an interosted mamination of ita contents. This ourd might mafar to my of teveral denirmble buys mah an scarce met minting frem mayt collection.
9. To capitalize on epecial verits. ivente much an mamer vecutions, Chariatman, conventions, axhibitionj; bueknase openinge or anaiveramion, ate. cmpa all ba male the reamon for direct mall publicity. If properiy handled, thaed apecial mailinge eme realt in many anlas that would not have taken plece otherwien.
10. To aell othar itam from stock. Xf publication mivertising concern itelif only with the main line handed, then offers of othor Itams in tock can be dancribed and advertised on direct anll pieces. Buery letter or package aent out hould canry one or more circulars advertiand clatace lote, wixturas, mecenorien; or ochar ide linas. Such inappeneive envilope insarts are mallod post froe as the postaga in padd by cheman item buing ment myway.
11. To all item wish are atockad in too man 11 a quatity
 siaply allow thie typa of material to mecumalate hoping thet momona will thise it off their hapde. In the memotion worting capital is tied up in doad stock and the stap are oventually clanrad through sacrifice sale. An occapional letter individulily typed or mimom grophed in mall quantitiew ean be annt to anlectad manat from the cuatomar list to clear out odde and ende inmediately at normal markwup.
12. To win baek inwetive cultomert, Hechuse of the high coet of obtalning new cuntomars, first sales midom pay. Tha real proifit Lies only in intenalve cultivation of good liet of cuttomers, Oon-
 making an intmonive effort to win thmain boik, id to pan up resi opportunitiae for more alate and a ratulcirg dacent profit.

A corias of direct mail manages to thote inactiva cuntomare will wevive auryrisingly large mabar of them at but amil fraction of the coot of creating new ones, A friandly letter fowing a cincax desire to please can often work wondert.
14. To announce new lines or new sarvices. Announcmants of now lines or nev service offared or fuprovamats on old servicas will stimilate greter interset in the firm and its activities and will create many mine which vould not otharwise be otecured.
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16. To prement a private sale. The only offective way to keep cuatomere from transerring their business to a competitor is to
 loyalty is ohortifued vare the dealer faile to keap interest alive.
 is to offar apecial bergeine, ecarcitien, or othar detrabla buyw, If cuetomar are lad to axpect theon privite sales from tim to tixa, the likelihood of theix buying elecuhara will betetically lininated.
17. To establish ond maintain customerodeniax friendship, The manger of atump hop cen met hio cuatomer face to face and chat with chasi mout tha watiaer and the latest iseun. Be ama lann of theif likee ead disliken, the sise of thefrecolinctions, their alub atfiliation, ote. In thort, he oan mbe owh customer a personal Eriand who will continue to come to hie store year altar yaar.

Hat what of the mail order dealer vhow qustomart are seattered fax and wide? Wothing can equal the tiectivemese of parsonal contect, but a continuous marien of friendly, human lettars is the mos affective wibtitute. It's the recurring little hadehake through the mail that comente businese ralationghipa and molis tha businase of customern, even though compatition with larger advartisamants and more eleborate price liets may offer lower prices.
18. To ncknowledge ordar: Although the ackacwledsemant of orders it dmost aniveral cuatom in other branches of mail order malling, fow etmp dalers evango so far as to and a postal card to thank the cuetomer for his ordor, and to coll him whether tho order hat been shipped out or whethar thare is to ba alay. This ia a poor policy that often gived the cuntomer feeling that his buainung is mot appreciated eapecially if the order is not filiad immaliately. To keep cumtomer goodvill and support, it is zot sufficiant to fill ordare promptly. The dealer mult aleo sive them the courtany of a friondiy "thank you", evan though it may be only in the form of a pootal cart.
19. To welcom naw customers. The treatment scoorded to first ordark ean so long way toward orentins good will, atabliahing confidance and builifing a list of etasdy custemme.

If at all pousibla, the acknowlodgemant should be made through the mdium of a parmonal, individually typed letter. Yet, if this is not feadibla, meatiy mitigraphed letter could be ueed with almost equally effective realte.
20. To make collections. If cuntemer are allowed to keep approval malection beyond e reatonable time et ach day paseee it beomen increatingiy mora difilault to obtain payment or raturn of the etamp. A sarien of diplomatic collection letters bagun on the first day the stamp are due back will not only bring and keap an account up to date, but will also lage the cuntomer in a friondy frame of wind and will bold his businem.

## Trpea of Dagect Mat

## Th montal card

Tohay direat mail'm mont imaponilive teol is tho goverumant postal eard. It. lampat of econony, plus the fact that it raceives the man quick mervica a firat-elate lettar, thet it ia may to didress and mail, and that it is sure to be read huve medo it apopular
 mall order comearas.

Card mivertiaine cannot tuke the place of a letter, nor of a folder, booklet, or broadside. Howner, in it proper plian it unaliy achievee murprieingly profiteble reeult for its comparativaly umall cote.

Heperiance hat thown that caxia can bo ued with good rasuits in:

1. Aaknowletging oxdert.
2. Daminiting oustomare that approval malectiona are overdue.
3. Aivertieing new specialtien of new cervices.
4. Obtaining new customers by inviting a request for approvals, price list, or catalog from people whose names were taken from society rosters, purchased lists, or rented letters.
5. Announcing sales and other specials.
6. Notifying customers or prospects of new arrivals.
7. Following up prospective customers who have requested a price list or other advertising matter, but who have not yet ordered.

The best way to use postal cards is as billboards, Limit printing to a few words with an illustration if possible. Depend on the card to get one effective idea across, not several. The card should lead the prospect into the sales talk, but save the sales talk itself for a circular, form letter, house organ, or other form of advertising.

## Circulars

The circular or flyer as it is sometimes called is well known and widely used in the stamp trade. It is common knowledge that because of their small cost, circulars are ideal as a medium for carrying short messages, as well as for advertising some one or more specials. They are an ideal means to increase the average sale from approval selections.

Insofar as layout and copy is concerned, it is interesting to note that circulars so closely resemble display-space advertising that a person capable of writing and laying out a good display advertisement is certain to be capable of preparing attractive circulars that
will arrest attention and bring results.

The small dealer with limited capital will find that circulars are a cheap, yet effective, means of building up his business.

## Folders

Leaflets, folders, and broadsides are so closely related as to make exact distinctions a matter of disagreement. Roughly, the term "leaflet" applies to a single small-sized sheet printed on one or both sides and folded once; the term "folder" is applied to a larger leaflet with a sheet folded more than once, and usually of heavier paper stock and of larger size, and "broadside" to identify a large folder which opens to a single display that is divided neither into pages nor into columzs.

A good looking businesslike folder will not only serve as a means of describing an approval service, or of listing the stamps offered for sale, but it will also help immeasurably in bringing about that feeling of confidence that results in repeat sales,

Although it is agreed that some type of folder is often a necessary component of the complete mailing, no hard and fast rule can be laid down as to when or how each type is to be used. This all depends on the proposition, amount of the average sale, type of people on the mailing 1ist, and the size of the advertising appropriation.

## Booklets

For all practical purposes the names booklet, brochure, and pamphlet are one and the same thing, for each one is a little book.

The cheap argument in favor of booklets is their element of permanence. The dealer who sends out direct mail advertising does so in the hope that it will be read and acted upon by a sufficient number of prospects to bring him a profit; but, if he is an experienced advertiser, he knows that relatively few of his readers will be in the mood or position to buy on the day that the advertisement arrives, Accordingly, he is satisfied with returns of from one or two percent. Furthermore, he also understands that a magazine or even a printed folder, is a transient thing.

It stands to reason that those people who have not immediately answered the first advertisement quickly forget about the offer, and that the only way they can be finally influenced into buying is through constant repetition of the offer, Although thousands of people may be logical prospects for an offer, those who will order from any one advertisement are merely those few who happen to read the offer at the unpredictable psychological moment. On the other hand, an informative booklet will usually be kept for months, or even years and may sooner or later be referred to at a moment when the prospect is at the buying point.

Booklets may be considerably more expensive than circulars or small display advertisements, but they are long term advertising
that is worth dozens of circulars or display advertisements spread out over several weeks or months. For the dealer who has something to say that will help others, a booklet is worthy of serious consideration.

## Self-Mailers

A self-mailer is a circular-folder, one face of which has been left partially or completely blank for addressing. Because they save the cost of envelopes and the labor of stuffing them, selfmailers are becoming increasingly popular as price lists or as followup pieces where the personal touch of the letter can be dispensed with.

## Reply Forms

Under this head comes everything whose purpose is to make it easy for the prospect to send in his order.

## Reply Cards

These are not commonly used in the stamp trade because most stamp selling calls for cash-with-order. However, there are times when a reply card is useful. An approval dealer who solicits business by means of direct mail should include a business-reply card. Inasmuch as the prospective customer has nothing to do other than sign his name and address and drop in a mailbox, it is apparent that returns should be noticeably higher than a solicitation sent without the reply card. A business-reply card is also useful for a dealer who requests his customers to send in the names of their collecting friends,

## Reply Envelopes

Although it has been definitely established through numerous test mailings that business-reply envelopes will bring much larger returns than plain, unstamped envelopes, it is none the less generally unprofitable in the stamp business. For the dealer selling only higher priced items, that additional cost on every order is insignificant in comparison to the extra business reply envelopes will bring. For the average dealer, the one who receives many orders amounting to less than a dollar, the additional sales that would result from the use of business-reply envelopes would be incapable of absorbing the extra postage cost.

## Onder Blanks

An order form is an essential part of every direct mail effort at bringing sales. Not only will an order form bring more sales by making it unnecessary for the customer to write a letter, but it will also simplify the dealer's work by making it easy to find what is being ordered.

Depending on the situation, the order form can be a standard order blank on a separate sheet of paper, it can be placed at the end of a sales letter, or it can be made part of the folder or catalog. Order forms should be on paper that neither repels nor soaks up ink and large enough so that signatures will be large enough to be readible.

## Sales Letters

For the average small dealer, the sales letter will be the direct mail tool most often used. The sales letter is universally regarded by alert advertising men and mail order dealers as an incomparable selling device.

Sales letters can sell stamps, but the profit margin must be high and the cost of the items larger otherwise the overhead in such a mailing would eat up the profits and cause a loss on the mailing. Generally the sales letter is not a satisfactory selling medium for one-time offers.

## Testing Copy

Sales letters are effective for stamp dealers when they are used to get new customers, or to sell to present customers, or to revive the interest of former customers. The particular value of the sales letter as an advertising agent is that its results can be so definitely and accurately checked. Many dealers use sales letters as a testing ground for advertising copy. If they find that certain sentences pull well in letters, they use those sentences, with the necessary revision, in magazine advertising as well.

The most important and widely used sales letter for stamp dealers is the one designed to go to a list of strangers to interest them in becoming customers. Such lists are either compiled from society lists, bought, or secured from present customers.

Mailing lists are built slowly, It's almost impossible to make a large initial sale from a stranger on a cold list. The best plan is to start with an offer that costs the reader nothing or next to nothing. Offer him some free stamps or a stamp premium that will cost him only a few cents.

From the names that respond to this initial offer, one can build a list of buyers and buyers are the ones who respond handsomely to letters that call for substantial sales.

## Length of Sales Letters

Wuch to the surprise of many people who have never used sales letters, it is a known fact that long letters are more effective than short letters; that a two page letter pulls better than a one-page letter. This surprises many would-be mail advertisers because they make the mistake of using publication advertising as a yard stick to measure sales letters.

One of the points in favor of sales letters is the fact that they afford more space at less cost. Ideas that can only be mentioned in display advertisements can be fully discussed in letters. Failure to make use of this space is not only wasteful, it is costly because longer letters do a better job than short letters.

This is especially true for stamp dealers because stamp collectors like to read about stamps. Stamp collectors like complete descriptions of the stamps they are offered.

On the other hand, if the letter is designed to secure a request for approvals, it is best not to give too complete a description. Buyers come from letters that are provocative that arouse the reader's interest without giving them so much information that they may decide not to buy.

The first sentence should whet the reader's appetite for more. The dealer nust meet the collector on his own grounds. The first sentence of the sales letter should be one that invites the reader to do something that will benefit him.

A sales letter designed to secure new customers mast not promise nore than can be delivered. It is costly to attract custoners if you are unable to sell them what they want. It is best to avoid empty promises unless equipped to fulfill each and every one. While promises should not be over done, everything should be guaranteed satisfaction or money back. An impressive guarantee always brings confidence and sales.

## Whadow Displays

The few stamp dealers with street floor shops have many opportunities to tie in window displays of topical starms with current events, holidays, local happenings, history, Red Cross drives, etc. The mail order dealer does not have to take a back seat in this work either. He can arrange for exhibits of stamps in public places or store windows to promote the hobby. A small ticket saying who the exhibit was prepared by will be sufficient advertising for the dealer.

By making up a small topical exhibit based upon the stock-intrade of a local business house and showing it to them, the dealer has a chance to arouse the interest of non-collectors. In this fashion the local firm has a novel form of publicity at no cost.

An an example, a display to be located in a florist shop would feature a few pages of flowers on stamps. Most of the stamps will be found in stock, so such a promotion does not involve any great expense for the dealer. All he needs is several exhibition frames with glass covering and some time to type descriptions of the stamps and/or letter them with plastic outline stencils.

This idea can be adapted to presenting a theme for the multitude of special "Days" and "Weeks" that are celebrated. It is a natural for such holidays as Flag Day, Independence Day, Christmas, etc.

The following is a list of establishnents and the topic on stamps which would be suitable for display at each place:

American Automobile Association--automobiles.
Airlines--planes, balloons, foreign cities.
Banks--Encased stamps, savings stamps, revenues.
Barber shop--bearded men.
Beauty shop--women, costumes.
Book Store--books, history, fine arts, literature.
Civic groups--scouts, Christmas seals, American Heritage. Construction firms--bridges, buildings.

Children's shop--children.

Druggist--herbs, medicine.
Furniture store-wood, plants.
Fuel company--coal, oil, timber.
Garages--autos, trucks.
Grocery--food products, transportation.
Insurance--charity seals.
Hotels--transportation, scenic spots.
Jewelry store--gems, royalty.
Library--Books, historical events, literature.
Music store--music.
Men's apparel--costumes, famous men.
Medical establishments--medical.
Newspapers--printing, history, journalism.
Pet shop--animals, birds.
Post office--stamps, postage dues, revenues, savings stamps.
Railroad--trains.
Red Gross--Charity seals, Red Cross.
Schools--History, Famous Americans.
Sport shops--sports.
Smoke shop--tobacco.
Telegraph office--telegram stamps, communications.
Town Hall--American heritage.
Travel agencies--transportation, foreign cities, scenic,
Utilities--Dams, power, electrical industry.

Women's apparel--women, costumes. ${ }^{1}$

Price Lists and Catalogues

There are two reasons for issuing price lists: sales and prestige. Even if a dealer's business is principally in approvals, many customers will buy other stamps on order if they know the desired stamps are in stock.

If a price list published by a dealer causes his customers to think of him as an established, reliable dealer, then the price list is worth its cost. Many collectors feel that a dealer who issues a price list under his imprint has more philatelic knowledge and experience and access to a better stock, then a dealer without a isst.

## Syndicated Lists

For prestige value, use of one of the syndicated price lists published by wholesalers are fine for the small dealer that cannot afford to produce a good list himself because of his small volume. These lists are usually well-printed, handsomely-illustrated booklets, produced in large quantities by wholesalers and offered to retailers at varying prices, with or without the retailer's imprint.

Such lists will not only lend a great deal of prestige to a

1F. H. Ames, Jr., "Publicity for Topical Collecting," Topical Handbook No. 12 (Milwaukee: American Topical Association, 1956), 38-39.
small dealer's business, but will also sell stamps as they are prepared by experts. Illustrations are clear and appealing, the copy is salesprovoking, and the lists are printed on fine paper. They will give customers a good feeling about the firm.

The main drawback in the imprint lists is that too many dealers may be sending out carbon copies of the same list. If a collector receives the same list from two dealers, the prestige is dissolved somewhat when he realizes that the list is syndicated. Further, a collector may not remember in which list he saw a set of stamps he wanted and send the order to the other dealer using the same list. Of course, this item could compensate, and would probably average out.

One current example of a syndicated price list is Co-op New Issue News published by The Stamp Dealer, a trade publication, and sold to dealers with space for their imprint. This weekly well-illustrated list costs dealers just a bit over a penny a piece in quantity of one hundred copies. If a dealer were to print such a list himself, he would have had to print 1000 of these folders to get a price as low as he can obtain these for on the syndicated basis. For a small dealer to print 100 of these forms would be prohibitive. A sample of this list appears as Exhibit I, page 124.

## Personal Lists

A dealer can compensate for potential overlapping of lista by accompanying the syndicated list with a list of his own. Such a list can be as simple or as elaborate as the dealer wants it to be.

## ORDERFROM



Printed in U.S.A.



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Publishing a price list for the first time presents a temptation to list every stamp in stock, just to make the list impressive. It is not good business to list items which are in stock in small quantities, for nothing destroys the value of a price list so surely as being out of stock on ordered items. Only items in sufficient quantity to fill all normal demand should be listed.

Printed price lists are expensive propositions costing over $\$ 20$ for every four-page folder even in small quantities; so it is best for the beginning dealer to stick sto a small mimeographed or offset printed list. Such work saves the cost of printers' composition as the dealer can cut his own stencil or master. ${ }^{1}$

## House Organs

After a stamp business is firmly established, with at least a nucleus of steady customers, the dealer should consider publishing a house organ.

A house organ might appropriately be likened to a permanent forum from which a dealer can appear year in and year out, as compared with an advertisement which is like a stage rented only for a night. A house organ has no rival as a medium for the development of prestige and friendship.

An original bulletin, or house organ, will do a wonderful

[^29]selling job for any dealer, simply because collectors are so hungry for philatelic reading matter. A bulletin can include gossip, news notes, short articles and offerings of stamps for sale. A house organ should convey the personality of the dealer and the idea that the interests of his customers are his own.

Most collectors only receive one stamp publication, so the inclusion of notes about new issues, etc. picked up from the weekly stamp papers will be well read in a house organ. Even a house organ that contains nothing but sales copy will get a thorough reading, if the sales copy is in conversational form. All that is necessary is to talk about each set or packet, instead of merely listing it with a price beside it.

Since everyone likes to see his name in print, a dealer can further boost good will by obliging this human whim. A house organ can easily be made into a sort of family circle publication by inviting comments and suggestions from customers and printing their letters. News items about customers' collections can be included.

Another way to make a house organ an asset for the house is to be helpful and instructive. Anything the dealer knows that will help his customers secure greater pleasure from their hobby should be passed along.

All house organs should have a definite publishing schedule. One that is published "now and then" at the whim of the dealer is
hardly calculated to stir up the live interest that makes a house organ so valuable. It is best to publish at least monthly or bi-monthly.

Size is another consideration. If it is a bulletin or news letter, it will probably be $8 \frac{1}{2} \times 11$ and that solves the problem instantly. If magazine format is considered there are several factors to be borne in mind. The quality of the paper, the size of the page, the considerations of illustrations, and other factors will be conditioned by available finances and the tastes of the clientele to be served.

Planning is the keynote of any house organ. It is not advisable to issue a large one during a certain month only to find that the next issue lacks material because all of it was used up the previous month. A good name is another important consideration. The name should be original and different perhaps tieing in the name of the dealer or his company.

Jackson points up several essentials to a successful house publication: ${ }^{1}$

1. Understand the enotions that sway the human mind, as well as how to play upon them to break down sales-resistance.
2. Write in terms of the readers and their interests.
3. Reveal the business as a friendly and helpful concern-not as a mere money-making machine.

[^30]4. Make the publication helpful as well as entertaining.
5. Avoid writing in a manner that is either self-glorifying or over-familiar. Use the best, simplest, most direct literary style possible, and don't allow efforts at friendliness to overstep the bounds of propriety and courtesy.
6. Make the publication as attractive as funds will allow. Good and plentiful illustrations, good paper, and good printing will repay the dealer in increased business.

Exhibit J, page 129 shows a copy of Rerst's Outbursts, house organ of stamp dealer Herman Herst, Jr., Shrub Oak, N.Y. The 1ittle publication is very interesting reading both for the collector and the non-collector. It concains many human interest stories that bring out the personality of Mr. Herst. The features written by his children are a novel approach and add the family touch to the publication. Cleverly interwoven articles promote several items which Herst has for sale and which are summarized on an order blank printed on the last page. Herst's Outbursts contain all of the essentials of a successful house publication as outlined by Jackson.

## Reproductive Processes

There are three kinds of printing available to the average stamp dealer for his stationery, printed forms, sales letters, house organs, etc.; letterpress, offset or multigraph, and duplicating. An understanding of the techniques is essential to choose the right method for each job. Considering the many other costs in the mail
order business; advertising, cost of obtaining names, postage, etc. to cut down on the costs of printing is false economy. The best printing available is much preferred to cheap printing offered by many small printers who do not take pride in their work. The sales pieces sent out are the only way a prospective customer can judge a dealer, so if the pieces are impressive sales will be higher than if the work is of poor quality.

## Letterpress Printing

Letterpress printing is the most expensive of the three forms and also the best looking, although offset jobs if well done can be even more attractive than letterpress. The reason behind the higher price is that all type must be set by high-priced linotype operators and most of the work is done by unionized high-paid workers. It can be used for printing any of the dealer's needs, but for the small dealer it is best to use it only for basic forms, letterheads, and envelopes. Offiset or duplicator is best for price lists and other forms of a not-so-permanent nature.

## Offset Printing

For economy in printing and for work far superior to duplicating and often equal to letterpress, offset printing should be considered.

Photo offset is the name most commonly used to describe several closely related processes wherein copy is photographed instead of being set in type. Photo offset is a time saving, economical printing process that is becoming increasingly popular in the stamp trade.

This process saves money because the dealer is his own compositor. Anyone can paste up headlines, copy, illustrations, and signature to ready the job for the camera. A typewriter with a distinctive type face can be used to resemble printing type.

Photo offset is particularly economical in the production of house organs, price lists, or catalogs where several illustrations are to appear. Instead of spending large sums for halftone cuts picturing the stamps, illustrations from magazines, catalogs, etc. can be pasted right into the copy-na considerable saving where numerous sets of stamps are to be illustrated.

Although the process ordinarily saves time and money, it has three distinct disadvantages that prevent its being used more widely by small advertisers. Printing on colored stock or colored inks is uneconomical on short runs of less then five thousand. Inasuuch as the printed form is an exact reproduction of the layout, great care must be exercised in its preparation. Finally, all type must be prepared from whatever typewriter a dealer owns which may cause the work to look homemade. This can be overcome by use of an IBM electric typewriter with distinctive type, a Vari-typer, or have type set by a typographer who will furnish a proof to paste into the layout.

Photo offiset printing is particularly well suited to form letters. The accompanying exhibit K , page 132 , shows one of the forms used by the American Topical Association produced by offset printing at a fraction of letterpress. In fact, produced at a price cheaper

GOOD NEWS FOR STAMP COLLECTORS<br>OUTSIDE U.S.A. AND CANADA!

you find it difficult remitting your American Topical Association dues including ICAL TIME subscription or orders for handbooks from your country, we offer several ernative ways of payment to make it convenient for sending payments.
U.S. dollar bills in Registered mail.

International money orders in U.S. dollars or the equivalent in your currency, ch can be converted into dollars.

Pay your dues with commemorative stamps of your country. We will accept them face value at current "free" rate of exchange. They must be:
a. Commemorative, special issues (not regular issues) with or without surtax.
b. In complete sets (no broken sets). Of course, if it is a single coumemorative, the one stamp is the complete set.
c. With full original gum.
d. With good collectable centering.

If you send more than your dues we will credit the balance to your account towards next year's dues.

Pay your dues with sets of three lowest values of the regular (definitive, ordinary) mps of your country. No values higher than the lowest three will be accepted. Credit 1 be given at current "free" rate of exchange in U.S. dollars.

Bank drafts payable in U.S. currency or in your currency which can be exchanged o U.S currency. Add $15 ¢ \subset$ bank service charge.

We will accept International Reply Coupons issued in any country except the U.S.A., ada, and Mexico for 8 cents each, for example, if your payment is $\$ 4.00$ United States, d us 50 International Reply Coupons. International Reply Coupons issued in the U.S.A., ada or Mexico will be accepted for three cents each. All other countries, eight ts each.

Unused (mint) stamps of the United States of America will be accepted at full face ue for stamps with values from $\frac{1}{2} ¢$ to $5 ¢$. U.S. stamps with a face value of $6 ¢$ or r will be accepted at $10 \%$ under face value. All stamps must have full gum.
do not accept used stamps, foreign bank notes, or any merchandise.
any one of these seven convenient ways to remit-and the American Topical Assotion and TOPICAL TIME magazine will open new horizons for happy, interesting, and cational topical stamp collecting for you. Mail your application blank today.
matics, Motive Collecting, Subject Matter Collecting, Constructive Philately or icals--no matter what you call it--you will find it the fastest growing field in lately and the most fascinating!

than the cost of letterheads printed by letterpress plus the message done by mimeographing. Ono distinct advantage of offset is that by typing on a printed letterhead and having the whole sheet photographed the letterhead is printed at no extre charge.

## Stencil Duplicators

The ideal answer for small dealers who do not feel that the expense of letterpress or offset printing is justified is the use of the rotary stencil duplicator called by various names such as Mimeograph, Lettergraph, Print-o-Matic, etc.

Post card machines are available for around fifteen dollars and used letter size machines cost as little as thirty dollars, so it is quite easy for a dealer to set up his own mimeographing office. Stencils can be typewriter-prepared with little more difficulty than typing an ordinary letter. ${ }^{1}$
${ }^{1}$ Zbid., P, 105-7.

## Chapter V

## Marketing Policies

## Presentation of Merchandise

The discussion of the presentation of stamps on approval has already been dealt with. The presentation of stamps can also be made through the mail by the use of attractively illustrated price lists or catalogues.

For the stamp shop owner, the opportunities for interesting presentation are limitless. He can use frames for wall displays, glass top tables for table displays, crystal-clear stock books where the entire stamps are shown in table sample books, or albums with starps mounted therein.

## Efficient Storage for Easy Handling

Successful arrangement of stock is, for many dealers, the key to profit or loss. The dealer with talents for promotion, profitable buying and sound salesmanship often cancels himself out when it comes to arranging his stock economically. He frequently finds himself bogged down in a quagmire of stock books, manila envelopes, cigar boxes, approval cards, coffee cans, and old albums.

Stamp dealers have a difficult problem. A stamp dealer must house and keep track of tens of thousands of different stamps each in different quantities and in a variety of forms. Much of his tendency to forget what he owns can be excused, though it's costing him money.

Because of the variety and scope of a stamp stock, it is imperative then that some sort of system is required. A method of stock arrangement should be (1) simple, (2) flexible, (3) inexpensive, and (4) compact.

It need not be perfect, simply because it cannot be. There is no posstble physical arrangement of all philatelic material, i.e. singles, blocks, covers, sheets, and other special pieces, that can also be considered simple, versatile, inexpensive, and compact.

It must be simple in order to make possible its constant, easy maintenance. There are systems which are complicated by so many rules and formulae that they require too much time.

It must be flexible in order to be easily changed in content by addition or subtraction, or to meet any changes in buying or selling policies or changes in prices.

Any system of stock storage must be easily adaptable to inventory purposes. It is necessary, therefore, to set up a stock storage systam with the inventory in mind. Perhaps the best of existing storage methods, with a mind towards inventory, is the one that utilizes the familiar stock book. This is true especially for single stanps, though stock books can be used for sets too. Stock books consist of pages usually of heavy manila stock with about ten or twelve pockets in which to hold quantities of stamps in place. Some of these also have transparent acetate pockets, but are more suitable for display purposes than for storage.

Pockets of stock book pages should be sufficiently far apart to allow for inclusion of pertinent information about the stamps in the pocket. Such information can include: catalogue number, cost in code, selling price, and perhaps the source of supply in code.

Arrangement in stocic books can either be by topic or country. If by topic then tire stamps within the topic can be arranged by country. If the books are arranged by country, room will have to be left open for the stamps of popular countries which are missing from stock and may be acquired later. It is best not to economize in leaving less open space in stock books, because the loss in time In rearranging books will be greater than the gain obtained by buying less books or pages. The use of loose leaf pages in the stock book will allow for easy expansion when new items are added with minimum revision of pages.

Storing sets is a different matter than storing singles. Stock books are virtually useless for storage of sets, except one of a kind, and even for such small quantities individual glassine envelopes are usually required. How sets are stored depends in a large measure on how they are to be displayed. Choices consist of approval booklets and sheets, approval cards, and transparent envelopes. For standardized set approvals, booklets are still in favor, though the transparent glassine envelope is increasing in favor. Transparent envelopes are undoubtedly much more convenient for the dealer, since the stamps are not hinged, and the sets are stored easily ready for display. However,
the display is lessened and the cost of glassine envelopes is higher than the cost of approval booklet pages. The cost of mounting just about equals the cost of inserting stamps in envelopes.

Stamps in sets can be numbered by stock number. A group of numbers in small type can be printed on the back of approval customer record cards. When various sets are sent out on approval, the number can be encircled on the back of the card. This system saves the trouble of listing all items sent and keeps handling time down to a minimum. ${ }^{1}$

Ordinary mailing envelopes afford good storage space for sets. The best way to prepare sets for storage is to enclose each set in an individual small glassine. No attempt need be made to display the stamps in these little envelopes or to insert them neatly. They are Just put in the envelopes for protection and storage. All of the glassine envelopes of each set can be put in a mailing envelope or a large glassine. The mailing envelope will be more durable and easier to write on than the glassine. ${ }^{2}$

This method creates double work as sets of stamps must be transferred either to larger display glassine envelopes or mounted on approval pages when they are sent out on approval.

[^31]Another method used by Ronald H. Terrell puts the sets of stamps in a larger glassine envelope slightly smaller than a $3 \times 5$ file card. ${ }^{1}$ These are then filed in standard office steel $3 \times 5$ file card cabinets with the country, catalogue number, description and price marked on the top of each. When approvals are sent out, it is just a matter of assembling the stamps from stock and sending them out with no transfer to different glassines or stock sheets necessary.

This method also works well in the stamp shop. A group of counter display books as used by Terrell consist of crystal clear black stock book sheets which give very good display to the stamps. When a customer selects an item, it is not removed from the counter book but rather from the $3 \times 5$ file cabinet which is arranged in the sane country order as the sample books. This system is flexible as it can be used equally well on approval sales as well as over-thecounter sales.

## Pricing

Understanding pricing policies requires concentrated, clear thinking, but it is not beyond any competent businessman. Selling prices must be right if merchandise is to be sold at a profit, yet all too many stamp dealers strictly speaking, never figure selling prices at all. They look up a stamp in the catalogue and apply a certain percentage of catalog price and let it go at that. Yet anyone knows

[^32]that there are thousands of improperly priced stamps in the standard catalog. This comes about by the many market fluctuations that come about during the three months during which the catalog is being prepared and then during the ensuing nine months before the new catalogue is released.

Before prices can be set, overhead expenses should be considered. Direct expenses and the only expenses for a mail order dealer working at home would be envelopes, postage, report forms, booklets, hinges, glassines, allowance for losses, advertising proration, and depreciation of office equipment, If a dealer operates from a store he must also consider rent, heat, light, telephone, etc.

A dealer should keep accurate records and be prepared to revise markups if he discovers his cost calculations are not in line with reality or costs have gone up or down. Too many beginning dealers fail because they have not allowed adequate profit margins or considered all of the expenses involved in operating because they were doing the work part time from their home.

Markups used vary in practice from a very small percentage of $10 \%$ to $30 \%$ over cost on the highly competitive field of new issues to over $300 \%$ on low-priced older items. Generally the markup is higher on lower priced items than it is on higher priced items as it costs just about as much to handle a one cent stamp as it does a one dollar stamp.

It is impossible to ignore the prices advertised in the philatelic press when selling to informed collectors. Thus the practical dealer will avoid close-profit material such as new issues which are being advertised heavily by other dealers. When forced to supply such items to hold a good customer, he will not attempt to obtain his usual markups, nor will he be so foolish as to try to sell for less, but will simply regard these transactions as accommodation sales and charge up any losses which may result to advertising. ${ }^{1}$

Markdowns are a great problem to the stamp dealer, Since collectors are constant customers of the same dealer, few if any additional sales are made when an item is reduced in price. It is up to every retailer to build up a following.

By marking down he will only incur the disfavor of the customer who bought it a little while ago at a higher price. Beaides, and unfortunately for the trade, the stamp collector is very often misled by the theory that stamps continuously increase in value. Therefore, the mere marking down of overstocked merchandise does not help in its disposal. It is always better, in such cases, to dispose of any surplus by outright sales or to effect an exchange with another dealer for stamps needed in stock. ${ }^{2}$

## Complaints

Two measures of a dealer's ability to get along with his

[^33]customers are to keep unpleasant incidents to a minimum and settling such incidents quickly and properly if they do arise. Fach dealer must adopt his own plan for dealing with dissatisfied customers. The policy need not be inflexible nor should it be, but should be firm. The course of action decided upon when the situation occurs is usually chosen in the heat of anger or irritation at a customer and it is seldom a wholly wise course. The thing most dealers need is to think out rationally in advance what course will be taken when a specific dissatisfaction arises.

One way customers may indicate their dissatisfaction is through the small purchase from approval selections. The occasion may not be one of out-and-out unpleasantness. Just how to handle the small purchaser depends on the scope of the dealer's business. If he is a large scale approval operator handling thousands of customers, he automatically drops a client that falls below his established minimum break-even point on approval returns,

A smaller dealer with a more parsonalized approval business may not be able to figure his break-even point with as much nicety as the volume operator. He may give more personal attention and consideration to help bring up the customer's unit purchases to make him a profitable account.

Many customers will give advice to the dealer as to how to run his business. Usually the advice offered by the non-purchaser is sort of an alibi for not buying, but sometimes the advice is sincere
and useful. Such unsolicited advice should be acknowledged promptly and politely, promising to give full and careful consideration to his suggestions. If he does not purchase from following selections sent on approval, but continues to give unsolicited advice, it is best to drop him from the list.

Probably three-fourths of all customer complaints are unjustified, but a dealer is not in a position to tell his customer that. Most complaints arise from misunderstandings. If the customer knew what the dealer does about a certain situation, he would not complain. The best solution then is to clear up the misunderstandings with a polite informative letter.

Major complaints arise out of price, condition, and delay of order. Tactful letters can handle each situation without difficulty.

The first step in handling a customer's complaint is to acknowledge it. Even if a dealer thinks it is wholly unjustified, even if he is going to do nothing about it, the complaint should still be acknowledged. The dealer can tell the customer that he is taking the collector's comments under consideration and assure the collector of the dealer's continued friendship and interest.

If the customer has a legitimate complaint, the dealer should admit it and offer to take whatever steps seem logical to correct the situation. Complaining customers are actually easier to handle than those with implied complaints such as use of small purchases as a device to annoy the dealer. By complaining a customer places himself
in the debt of the dealer. He has expressed himself and is not obligated to hear the other side of the story. This gives the dealer a priceless opportunity to talk to the collector and to add a little sales talk as well.

## Marketing Research

Because of the small size of most stamp dealer operations, very little has been done in the way of marketing research. Most dealers informally conduct a little consumer research, but almost no market research is conducted.

Consumer Research

Advertising men have known for several decades that consumer research is essential to the intelligent planning of promotion and selling. Consumer research is defined as the investigation of the tastes, preferences, and habits of the group of buyers. The purpose of consumer research is to give the seller dependable leads to better sales. The technique commonly used is to obtain answers to carefully-devised questions, from present or potential customers. This can be done either in person or by mail.

Most stamp dealers have a fairly regular contact with their customers and their field of merchandising is limited enough to make a fairly tight survey possible on a small, inexpensive scale.
which the dealer can use in his advertising copy. Collectors buy stamps to satisfy their desire to travel, to satisfy the acquisitive instinct, to while away the hours to bedtime, etc. They buy stamps because the hobby enables them to belong to a neighborhood club and by belonging they obtain a position of some importance. They buy stamps because they want to satisfy the urge for completeness in one country or topic. They buy stamps for beauty or investment. People buy stamps for hundreds of different reasons and a dealer should try to find out the reasons for his group of customers, so he knows how to direct his sales appeals.

Consumer researeh will show why collectors buy from one dealer rather than from another, what sets one dealer on a higher plane than others even though they all sell almost identical merchandise. Seeking suggestions for improvement of service from customers is not only psychologically good, but it also brings out meny good ideas which a dealer may want to adopt to his business to render greater service and increase his following of customers.

Inexpensive mimeographed or multigraphed questionnaires can be sent to each customer on a dealer's list to find out the many little details about the collector's hobby, so that the dealer can better serve his clientele.

The American Topical Association, a group of 5000 atamp collectors, conducted a ourvey of its membership in March, 1957. Some of
the questions represented a consumer survey on behalf of the advertisers' in ATA's publication Topical Time. Following are the more important findings : ${ }^{1}$

1. ATA members as a group spend a million dollars a year for stamps, albums, and supplies.
2. Though the average expenditure per member is $\$ 18.25$ per month, $37 \%$ of the members spend more than $\$ 20$ per month for stamps, albums, and philatelic supplies.
3. Over $75 \%$ of the members collect two to sixteen and more different topics! Almost $50 \%$ want to collect more topical subjects! More than $90 \%$ collect a specific country, a specialty or maintain a general collection in addition to their topical interests.

## Market Research

There is almost no market research done in the stamp business. The lack of funds or organized movement in this field is largely responsible for inactivity in market research. It would be a good project for the American Stamp Dealers Association, if it could raise the funds, to conduct a market survey.

The potentials of stamp dealing are really untapped. It is only in relatively recent times that people like Jacques Minkus, operator of fourteen department store stamp departments across the

[^34]land, really brought stamp collecting to the general public. Various estimates have been made of from one million to ten million stamp collectors in the United States alone, but none of these estimates has been backed up by concrete evidence or survey. Organized philately, the members of stamp clubs and subscribers to stamp magazines, only amounts to about 150,000 collectors. Stamp dealers everywhere are missing the millions of other collectors who go about their hobby in secrecy and secure stamps through friends and from the post office. These millions are a fertile field for stamp dealers as they have never heard of stamp clubs, magazines, or dealers in the field.

A survey of present collectors or customers might indicate why people collect stamps and some of these findings might be applied to the general populace. What type of person is a stamp collector? How many people collect stamps? These are just some of the many questions which can be answered if market research is applied in the stanp field.

## Credit and Collections

It is an axiom that the stamp business is built on credit, perhaps more than any other business because so large a part of dealing in stamps is in the approval method of selling. Stamps are luxuries, in the final analysis, and the man who deals in stamps caters to the luxury trade, even though the majority of his customers average only a couple of dollars a month in purchases.

For the average stanp dealer, losses from delinquent accounts are somewhat less than disastrous. If delinquencies loomed as large in the rotal picture as some dealers state, they could not stay in business. In the final analysis losses are of major importance if they substantially effect profits. If the profit margin of a dealer is a realistic one, delinquent accounts will not normally affect them drastically.

Generally it seems the rule that if the dealer uses advertising copy which offers a truly free premium or one of reasonable size merely for a stamp, his losses will run as high as twenty to thirty per cent. On the other hand, if advertising offers a worth-while premium and sells it at a dime to a dollar, losses will be less than five per cent.

A careful study of each inquiry will generally show whether the person responding is a good risk or not. As a dealer becomes more experienced it is often possible to avoid sending approval selections to inquirers that look risky. In such cases the dealer could send the premium ordered and some advertising literature.

The physical appearance of the inquirer's letter should be considered. If it is neatly typed on good stationery, it is safe to assume that the risic in sending is worthwhile. If it is written in pencil on a scrap of paper, the inquiry is apparently from a juvenile. Under such conditions it is best to play safe by limiting the first sending to small value.

The amount of information the collector offers is also important. If an inquirer tells freely what he collects, where he saw the advertisement, what price range to send, how large his collection is, and other information; a dealer can be reasonably safe in sending a selection of reasonable amount.

## References

Whether to require credit references and whether or not to investigate them is a problem confronting all stamp dealers. The first thing to consider is the type of business the dealer is in. If he is handling cheap juvenile approvals, requiring references; letting alone checking them is foolishness, considering the small amounts involved and the large volume with high turnover of customers. A high gross margin of profit must take care of the heavy losses from chis type of operation.

If the dealer's business is in high-priced material, then he should investigate each new customer scrupulously. The best reference one can possibly get from any customer is his bank. Names of other dealers are helpful, and a philatelic society membership number indicate that his credit was investigated though it may have been many years ago when the person's credit position may have been better than today. One mail order man requires only the name of the applicant's personal physician. If the applicant gives the doctor's name, the dealer does not even bother to check the reference for he feels that anyone giving his doctor's name is a good risik as doctor's are usually the last ones paid. If a prospective client gives a doctor's
name, a dealer can be pretty sure that he keeps his doctor's b111 up to date. This, of course, is a radical departure and a somewhat humerous way of granting credit.

A service offered for stamp dealers is the Protective Information Bureau for stamp dealers which lists about 60,000 names which have been given by the subscribers to the Bureau and the reason for loss in each case. The service also includes a number of standard credit and collection forms to help dealers collect from delinquent accounts.

Jackson points out several ways to reduce credit losses: ${ }^{1}$

1. On the approval statement words to this effect should appear, "This selection is sent on ten days approval". If the dealer is a member of a credit information bureau, that fact should be included. It is better to have the full name printed rather than the initials for many collectors would not know the meaning of P.I.B.S.D.
2. The dealer's name and address should appear on each sheet or booklet. Collectors receiving quite a few selections at the same time have been known to mix them up,
3. A return envelope will speed returns. Often it is difficult for the collector to locate a suitable return envelope.
4. As most losses occur on the first selection the initial selection should be desirable material but of relatively small value.
${ }^{1}$ Jackson, p. 93.
5. Membership and active participation in a credit information bureau prevents losses, and keeps the professional crooks in check.
6. Avoid giving absolutely free premiums to attract trade. Even the necessity of a stamp or a dime will deter many petty theves.
7. Requesting references may prevent losses but it may be at the expense of business. Unless a dealer sends large lots, Jackson believes that by checking references more is lost than gained.
8. Except in the cases of kids such warnings as "those who switch or substitute stamps will be prosecuted" is not advisable. Such a printed line may do the opposite of what it was intended for.

Never use the word "invoice" on an approval report form. An invoice is a direct sale and if the customer fails to pay the only course of action is a law suit and in the majority of cases the size of the transaction does not warrant this action. The approval report blank should be marked, "Goods remain our property until paid for". ${ }^{1}$

## Collections

A system must be arranged for handing the occasional bad account. There are two approaches to such a problem, both based on the same principle: People are basically honest. The first and mildest approach is to send a brief letter, thanking the collector for telling the dealer that the approvals had been returned, and apologizing for bothering the collector with reminders. This letter should be friendly and may include a suggestion that further approvals

[^35]will be sent just as soon as the missing lot comes in. Such a letter will work in lots of cases, simply because few collectors are dishonest enough to defraud a friendly dealer who shows he is willing to take them at their word.

The second approach calls for sonewhat stronger tactics. A letter should be sent to the collector acknowledging his letter saying that the scamp were returned and telling him that a clain will be put in on che returned sending. The dealer then goes on to ask for many details about the sending such as class of postage used, post office where mailed, date, amount of remittance if any, nature of remittance, how the exvelope was sealed.

Such a letter could close with something like this: "The above information is such as can be used by insurance investigators in tracing losses of this kind. Such check-ups are a protection to you, and guard the dealer against loss as well. We know that you will be glad to co-operate in furnishing this information, so that we can close our books on this approval selection. A stamped envelope is enclosed for your reply" ${ }^{11}$

A collection letter should contain no threats, no statements that cannot be backed up.

Follow-Up

If the friendly letters do not produce results, the dealer
${ }^{1}$ Jackson, p. 94.
will have to take firmer measures. The first step in any collection procedure is the itemized statement. This tells the customer what he owes. A series of follow-up postcards are sent to the approval customer at various intervals. After the series of cards, several letters follow. The next step is to file a Post Office Department tracer. This usually brings the stamps back by return mail.

If the tracer does not work and it appears that fraud was involved, a letter addressed to the Postal Inspector in the city where the delinquent customer is located should be sent explaining all details. After this point the matter is out of the dealer's hands. He may or may not receive the merchandise directly from the customer.

Usually the Postal Inspector can straighten out situations without prosecution of the collectors involved. Further, it is seriously doubted that any district attorney would take any of these petty cases for prosecution.

If the amount due is large enough, the only alternative course for a dealer is to seek legal advice. Some attorneys specializing in stamp matters may be able to consolidate several other dealers against the same individual and reach a sufficiently large total to justify legal action.

The smart dealer knows when to give up. A great deal of time and expense can be wasted on a hopeless case. The same effort applied

In other directions might possibly bring several new customers to replace the one bad one.

## Idea File

All stamp dealers should maintain an idea file. When they see interesting advertisements or sales letters or price lists, such items should be kept for future reference. Keeping abreast of the competition is very important in the stamp business as it is in any other business.

The use of ideas means the difference between success or failure. The dealer who understands the technique of evolving ideas is in possession of a great secret. Getting ideas is simple. The trick is to recognize ideas when they come along and to evaluate them and apply them to the business.

There are thousands of stamp dealers selling the same or similar merchandise. It is the job of each individual dealer to convince a buyer that he should become a customer by making it easier for him to buy.

One way to make buying easier is to offer price packages, groupings of stamps in groups of ten cents, twenty-five cents, fifty cents and one doilar, consisting of combinations of related sets.

Stamp dealers can investigate the use of stamps and albums as gift merchandise. Promotion of packages of stamps for gift giving has been largely neglected. Packet promotion ideas could be developed.

Most dealers sell packets by even number quantities, such as 100 stamps from a certain country. If a dealer would make up packets of say 97 or 103 stamps from a country, the packet would sound like a small personal collection rather than a mass-produced packet and would have more appeal.

A stamp dealer that dares to be different, that dares to try new ideas, will be ahead of his contemporaries. It is usually the run-of-the-mill dealer that either fails or barely make subsistence from his business. The ones that are different are the successful ones, Widening the Market

There are many different ways of expanding the market for an individual dealer, If he is serving mainly men adult customers, he can look afield to junior collectors and women collectors. Juniors today often can spend as much or more than many adults as they have generous allowances and earn good money in their middle and late teens. Women are particularly interested in the topical aspects of stamp collecting. Flowers, birds, religion, art, and masic particularly appeal to them.

There are several ways to increase sales to present customers: ${ }^{1}$

1. Sell larger quantity by selling the complete set instead of the short set, for example.

[^36]2. Feature group prices for those types of stamps that are usually bought together. Groups such as topicals, colonial groups, or geographical groups can be arranged to make larger sales units.
3. Call the customer's attention to new fssues just received.
4. Offer to get wanted items for the customer from wholesalers specializing in filling dealers' want lists.
5. Display stamps in such a way that related countries or issues are together; this will remind the customer of his wants and enable the dealer to suggest related issues easily and naturally.
6. Add selling facts to display cards that will add interest to the staraps, Such information would include background about the issuing country, the purpose of the issue, biographies, or history.
7. Remind custoners of any rarities in stock or any stamps which can be sold for unusually low prices.
3. Sell larger quantity, Place a special price on the approval selection if entirely purchased or offer cash discounts when ordor is in excess of a specified amount from a price list.
9. Sell better quality. Once a dealer has learned his customer is a good credit risk, he ean start sending a few higher priced sets in his approval selections.
10. Encourage customers to send their want lists by enclosing a printed want list form.
11. Prepare approval selections so that each contains a group of related stamps so each mailing is sort of a small collection. A customer is more likely to buy the entire selection.
12. Describe the sets offered by giving catalogue number and description of the issue.

One way to reach a different group of collectors not usually reached by regular philatelic publications is through distribution in hobby shops as discussed earlier in this paper.

Another way to reach those not commonly approached by stamp dealers is advertising in the weekly stamp colunns in the general daily newspapers in various cities and in the non-philatelic general publications such as the four Mechanics-type magazines.

Traditionally the stamp business is a cold weather business with business dropping off in the sumaner months. The stamp market could be greatly widened by heavier advertising in the sumer months to increase the demand for stamps. Most dealers do the reverse and cut back their advertising budgets, when they need the advertising the most to draw customers. Wi.th uncrowded advertising colums in the stamp magazines during the sumner, the brave dealer has mote chance of success than he does in the winter when he faces competition from all sorts of inviting advertisements.

Figures from H. E. Harris \& Co., one of America's largest stamp houses employing over 250 people, point out some interesting facts about the stamp business in summer. ${ }^{1}$

1H. E. Harris, Retail Stamp Dealing (Boston: H. E. Harris \& Co., 1935), p. 19.

The stamp business reaches its highest point in March and the lowest point in July. The lowest general period runs from June through September. During July, the worst month of the year, stamp sales fall off less than $20 \%$ from the monthly average for the year. June shows better sales than February, while August shows almost as many sales as February, June produced sales records higher than April and alnost as high as November. June and August are likely to be nore profitable than December.

A dealer who works just as hard in sumner as he would in the winter will not find that the slump amounts to very mach. If he takes it aasy expecting businass to drop off, it will certainly do just that. If a dealer maintains normal sales effort, he can expect about a twelve per cent seasonal decline. To offset this decline he can send out approvals a little more attractive than usual, continue to advertise, and prepare special offers to offset competition of collectors' summer interests.

Shepard suggests a Packet-of-the-Month Club as a unique way to sell packets. Such a plan takes advantage of the natural curiosity of man. A customer pays in advance for twelve packets at a lump sum. Each month he is sent another different packet on a subject or country unknown to the customer. Such a plan enables the dealer to get greater volume, lower wholesale prices and the ability to offer better packets
at lower cost. A free packet could be offered to any Packet-of-theMonth Club member who secures another member. ${ }^{1}$

There are many more stamp collectors than is generally supposed. The greater number of them buy stamps only occasionally and do not own albuns or catalogues. They purchase for the sole purpose of possessing attractive designs. Bela Sekula regards such picture stamps as the basis of philately as these stamps lead the collector to take up collecting seriously. ${ }^{2}$
${ }^{1}$ Donald Shepard, How to Start a Stamp Business. (Chicago: Donald Shepard, 1952), p. 10.
${ }^{2 " A}$ Modern Organization," Bela Selkula interviewed by a correspondent of L'Echo de la Timbrologie, reprinted in The Philatelic Magazine, May 6, 1932.

## Chapter VI

## Public Relations

"Public relations is just about the most important activity which any philatelic organization can undertake and develop to promote its own prestige in particular, and stamp collecting in general as it paves the way towards greater profits for itself. ${ }^{12}$

These words of Ernest A. Kehr, prominent New York stamp columist and philatelic publicist, stress the importance of sound public relations for philately, This section will attenpt to apply sound standards of public relations in general as exercised by business to philately, in particular.

Public relations is a necesaity for all stany dealers.

Organized public relations is the continuing effort to effect a harmonious adjustment between an institution and its publics. ${ }^{2}$ To carry out this adjustment a two-way exchange of opinions and information is required: a mutual understanding of mutual interests. It requires effective commication,

The Problem

The philatelic public relations man faces a general lack of
${ }^{1}$ Ernest A. Kehr, Philatelic Public Relations (New York: Ernest A. Kehr, 1954), p. 1.
${ }^{2}$ S. M. Cutlip, Eifective Public Relations (New York: PrenticeHall, 1951), chap, v.
interest and appreciation within the public at large towards stamp collecting. His role is that of education, a continuous build-up of the hobby through the years to insure more universal acceptance.

With this gigantic goal, philatelic public relations is hampered because of lack of funds to reach the general public to the fullest. Paid public relations counsel is seldom used. When it is employed, it is only a temporary expedient to publicize some special exhibition of gigantic proportions. ${ }^{1}$

Despite the financial handicap, good philatelic public relations can be obtained at a minimum expense. ${ }^{2}$

## Specific Goals

The major goal of philatelic public relations in general is to create more interest in stamp collecting and to convert more adherents to the hobby. This, as we shall see later, should be done by many means used by professional public relations people in other fields.

The specific goal underlies the fundamental one. Each stamp dealer is striving to increase his number of customers, hold present customers, and gain prestige throughout his trading area.

Philatelic public relations helps the business of the many

[^37]stamp dealers in the country. Here the dealer must deal not only with the general public, but also with the philatelic societies and the American Stamp Dealers Association which attempt to maintain controls over questionable practices of dealers.

Sound public relations practice on the part of all philatelic organizations and the govermment postal administrations as well will result in the free flow of opinions, attitudes, ideas, and reactions from all persons concerned.

These attitudes, opinions, ideas, and reactions should influence the policies and programs of all philatelic organizations. ${ }^{1}$

## A Well Planned Program Needed

Gutlip sets forth seven requisites of a well planned public relations program which apply just as well to a philatelic program as they do in any other field.

The essential elements necessary are:

1. Honest intention and execution
2. Intrinsic in the organization's program
3. Continuous in application
4. Positive in approach
5. Comprehensive in character
6. Sensitive to publics concerned
7. Simple in meaning and conception ${ }^{2}$
[^38]
## Fact-Finding

Three steps in fact finding:

1. Examination of the institution--its policies, its practices, its organization, its personnel, its products or services, and its contacts with all publics.
2. Survey of public attitudes, convictions, beliefs, and prejudices toward philately. Informal interviews with leading outsiders or a formal survey can be used.
3. Actual analysis of facts gathered through examination and survey. ${ }^{1}$

## Research

Research is necessary to know your publics. It deals with the collection and collation of all available data on philately's or any philatelic organization's history, traditions, objectives, needs and plans, accomplishments, failures, personalities, competitors. It measures the extent and force of attitudes of specific publics and public at large as these attitudes are brought to bear on the operation of the dealer. Fundamental explorations into the reason and circumstances of these attitudes of favor, disfavor, or uninterested neutrality are invaluable to the sound functioning of philatelic public relations. Finally, the effectiveness of public relations programs must be measured to crystalize, conserve, and convert public attitudes for philately's benefit. ${ }^{2}$
${ }^{1}$ J. Handley Wright, Public Relations in Management (New York: McGraw-Hill, 1949), chap. vi.
${ }^{2}$ Cutlip, chap. v.

## Faces Disclosed

Various observations have been made by this writer in his fourteen years as a stamp collector. A general apathy towards stamp collecting still exiats, but not as great as it did years ago. People considered stanp collectors as a group of harmless, fussy people who were great introverts. The modern stanip exhibitions and conventions have proved the opposite to be true. I believe that stamp collectors are one of the "joiningest" group of people in the world. They love belonging to many philatelic organizations. Witness the fact that there are hundreds of stamp organizations in the United States, Such events as FIPEX ${ }^{1}$ have helped to change public opinion in favor of stamp collecting. Some still, however, consider it to be a diversion for juveniles and for people with low intelligence. On the contrary, starnp collectors generally are those with better than average intelligence, people from business and professional life.

One of the biggest hurts to philatelic popularity has been the stories in the general press up to a few years ago. These usually stressed racketeering, profiteering, and rareness in stamps. The general public felt that stamps were mainly an investment rather than an enjoyable hobby. They would approach philately with this viewpoint, only to find in a year or so that they could not sell the stamps which they had purchased at retail for anything more than $50 \%$

[^39]of what they paid for. Human nature is funny. If one goes bowling or golfing, he does not expect the proprietor to return anything when he is finished, but the mistaken ideas of rarity and price appreciation of stamps leads people to a bad taste towards philately. Ideally, new collectors should be lured by the beauty of stamps, their history, the fascinating stories they tell, the marvelous way they educate. This approach would not lead to disillusionment when sale time comes. Further the $50 \%$ or so which can be recouped when the stamps are sold represents an actual profit, for no other hobby or sport offers such rewards after the fun has been derived from the activity.

Further, the rarity factor in articles in the general press has scared collectors away. Many readers, who might otherwise start a collection, are scared away because they think that stamp collecting is too costly. Philatelic public relation men must realize this and aid the general press wherever possible to stress the aesthetic, educational, and entertaining aspects of philately, not price or rarity. If price must be mentioned, let it be said that the cost for starting a stamp collection is surprising little, as low as one dollar.

Another "black eye" in philatelic publicity is derived from the distasteful actions of postal agencies of unscrupulous or ignorant governments which receive stories in general papers rather than the more pleasant aspects of philately. On July 2, 1956, Panama issued twelve values of stamps honoring the Popes named Pius. This was just
the beginaing of a long series of stamps (about 159) honoring all the Popes of the Catholic Clurch. The scheme was handled with a syndicate in the United States which was to receive a percentage of the take. Fortunately the first series failed miserably and no doubt the future will not have any more Pope stangs forthcoming from Panama. ${ }^{1}$

Other stories are the wedding stamps of Monaco which were on sale for one day and grossed a half million dollars for the tiny principality, which paid for the fabulous Grace Kelly-Prince Ranier wedding. The average non-collector reading this begins to think of stamp collecting as a racket if it is his first exposure to the hobby.

A final factor to be considered is the poor quality of philatelic public relations and publicity generally. Generally the publicity is written by people who know little of the techniques of a good news release and don't know what "news" is. Generally, there is no long range plan for public relations. What most stamp dealers call public relations is only an occasional mailing of a press release. ${ }^{2}$

## Preventative or Remedial

There are two types of public relations according to Wedding. Preventative public relations denotes a long range program with well

[^40]defined and established objectives, developed after a thorough study of the prevailing conditions. Maintaining continuous cozdial relationships With the public by precluding any sources of misunderstanding or friction.

Remedial, on the other hand, is an emergency measure. It swings into action when little has been done to forestall some specific crisis that arises. ${ }^{1}$

By having a written pubiic relations policy, a stamp dealer will not have to resort to remedial work. Planning in public relations makes the difference very often between success and failure.

## Who Can Do The Job?

Nielander sites the qualities needed for a good public relations worker in any field: enthusiasm, executive proficiency, knowledge of human nature, ability to think creatively, consistency, frankness and forthrightness, leadership, practicality and realism, and honesty. ${ }^{2}$

To these traits Bernays adds character, sense of judgment and $\log i c$ without losing ability to think ereatively and imaginatively, and intellectual curiosity. ${ }^{3}$
${ }^{1}$ Nugent Wedding, "Public Relations In Business," University of Illinois Bulletin, XLVII, No. 79 (July, 1950), p. 32.
${ }^{2}$ William A. Nielander, Public Relations (New York: Ronald Press, 1951), chap. xxvii.
${ }^{3}$ E. J. Bernays, Public Relations (Norman: University of Oklahoma Press, 1952), p. 126.

Publicity

Publicity in philatelic public relations is usually defined as synonymous with public relations. Yet it is just a suall, but important part of the over-all program,

## Better Content

Publicity is and must be news. Give the publications the main facts. Where do publicity ideas come from? The many sources of publicity ideas include history of the dealer's organization, organization policies with respect to various topics, personalities, research, products and services, distribution and promotion, slogans, trade characters, endorsements, and community activities.

A publicity release should bave the elements of a good story, timely, interesting, entertaining, informative, dramatic, pointed, factual and well written and easy to read. ${ }^{1}$ Photographs add much to the story.

The content of every press release should be studied carefully. Will it interest the audience? Does $2 t$ answer every reasonable queation? Is its significance explained in the terms of the audience? Will the information further public zelations objectives of the dealer? Will it provide useful infomation? Does publicity accurately reflect the character and nature of our dealer's organization? Are the facts,

[^41]names, dates accurate? Are technical terms eliminated or explained? Will it catch and hold a busy reader? Will it produce a bright eyecatching headline? Is it terse? Do facts support the lead in fact and spirit? Is it readable, copy-clear, curt, concise? Is copy subject to the charge that it is a bid for free advertising? Is information presented as dramatically as possible with this set of facts? ${ }^{1}$ A thorough questioning such as this will turn out better philatelic press releases.

## Better Physical Make-up

All publicity copy should be checked to make sure that it is legible, double spaced, each page marked, the end indicated, fixed time for release indicated, if any, the top third of first page blank for headline, and accuracy.

## Better Press Relations

The prime requisite for successful press relationships is gaining and keeping the confidence of the gatekeepers of all media. To effectively approach this task, it is important to keep in mind the underlying conflict of interests which always hover in the background of this relationship. The irritation of the press is understandable. It may be flooded with uninteresting, poorly written releases. The press often fails to recognize the need for the service
${ }^{1}$ Cutlip, chap. xv.
provided by the publicist in filling a void in comprehensive, constructive news coverage. The struggle is one of the press to keep clear water flowing into news streams and of organizations including stamp dealers to get their story told, accurately, completely.

Cutlip sets forth five principles in dealing with media: 1. Shoot squarely, 2. Give service, 3. Don't beg and carp, 4. Don't ask for kills, and 5. Don't favor one outlet. ${ }^{1}$

One way towards better press relations is to offer service. A well qualified person, in a local dealer's office or the dealer himself, might volunteer to write a weekly column for the local newspaper on stamp collecting. This colum, if properly handled, can dispell locally the wrong impressions of the average person about stamp collecting, its purposes, and results. It can counteract the rareness and racket themes of the general press in its philatelic stories. It can establish the writer as a local philatelic authority, which the medium will consult when it needs future information when some important news story regarding stamps breaks. ${ }^{2}$

Fair writing in the Stamp Wholesaler, the largest trade paper in the field, tells how dealers can work better with the local press. His ideas are: Know the newspaper people personally, support the local newspapers, learn what constitutes news, tell the paper the

[^42]news, don't try to write the item, work with the newspaper on its spectal promotion events, promote contests directly with the newspaper, work directly with the editorial department, keep your eye on national nevs for philatelic tie-ins, get in on special events locally, make your firm a news source, take part in local activities, and take the publicity job for the local stamp clubs. ${ }^{1}$

## Publicity's Place in Public Relations

Publicity is an important, but not all important, part of public relations, Successful publicity, on a long pull, must be grounded in works that the public defines as good and motives the public accepts as honest. Opinion is generally determined more by events than by words. The objectives of publicity are to gain recognition, build prestige, develop understanding, and gain approval by making deeds known, motives understood, and information believed.

Put to proper use, publicity has an important and essential purpose in public relations. The publicity task should be approached with these thoughts in mind: (1) Too much publicity, in fact, can be poor public relations. (2) It is the content and the absorption of that content, not the quantity of publicity, that eventually registers in public opinion. (3) Publicity disseminated is not equivalent to information received and absorbed. (4) Publicity inevitably reflects

[^43]the character of the organization it seeks to promote. (5) Not all publicity an organization receives originates within its control.
(6) Not all public relations activities result in publicity or should be so designed. ${ }^{1}$

The press wants news. The press is not at all interested in providing causes with publicity. The press is keenly interested In providing its readers with news. If philatelic publicists keep this in mind they can do much for our hobby.

## Minding Our Manners

As stated before actions speak louder than words. Our good manners in telephone conversing and the handling of correspondence can build either good or bad public relations for a dealer organization.

The practice of good telephone courtesy and language is just good business. Keep the voice normal, not extra loud, and use clear enunciation.

A good quality letterhead, first class printing and smart typography on bond waternarked paper create favorable impressions upon the recipient. But don't stop there. The letter itself should be as good as the quality of the printing. Be concise, but not abrupt; use courtesy and tact. A conmemorative stamp on a crisp envelope should complete the mailing. ${ }^{2}$

[^44]
## Better Community Service

Comminity service is an inportant segment of public relations. Service help to schools, civic groups, and social organizations pays rich dividends for stamp dealers. These organizations are usually anmious for outside speakers as their program chairmen are constantly looking for new, interesting material.

Once developed, a prepared speech can be used over and over again. If a speech is interesting, the dealer speaker will be in great local demand because overlapping memberships in various clubs will produce inquiries from other groups for a philatelic presentation.

The secret of public speaking is simple. One works up a general tall about postage stanps, touching on the history of the mails that led to the introduction of stamps, the background of the hobby including short stories about unusual stamps, odd stamp designs, and famous collectors. Colored slides are preferred, but stamps mounted on cards covered with cellophane are an excellent substitute. One is well advised never to commercialize the talk. It is enough that the name of the speaker is given and the dealer organization which he represents mentioned. ${ }^{1}$

A speech is like every other medium of public relations, a good one helps, a bad one harms. Good preparation includes getting the information, presenting it effectively, and careful editing.

[^45]Teaching juvenile collectors the aspects of stanp collecting is sometimes tiresome for the dealer, but it is a rewarding job as it creates new coliectors and continues the growth of philately. Special displays and cheap albums and philatelic supplies should be carried to aid the embryo collector in getting the right start. ${ }^{1}$

Neighborliness for a stamp dealer is also a necessary part of community relations. It means functioning as a member or partner in cit:y recreational programs, milestone events, local holidays, and pet projects of civic groups.

## Window Displays Work for Philately

Window displays in department stores, stanp dealers' shops, banks, air lines, railroad ticket offices, public institutions and other locations can further the educational and entertaining factors of stamp collecting rather than the rarity or investment element.

Nothing arouses so much public comment as an unsual, attractive window display in some popular part of town. The stamp dealer who takes advantage of this medium soon finds out how great it is for promoting philately. ${ }^{2}$

Department stores are the hardest to obtain space from as they have regular value rates which are charged against each department

[^46]which uses a window. The best approach is to institutions which do not have anything to sell, the banks, building and loan associations, insurance companies, and public or quasi-public agencies.

## Better Public Service

A stamp dealer is usually called upon to make donations for community charitable and service institutions. Nielander cautions that to have good public relations in this sphere; 1. Have a fixed Written policy, 2, Make the policy crystal clear, and 3. Treat all requests with the utmost respect and courtesy. Use tact in making refusals. ${ }^{1}$

A good way to render pub1ic service is to approach the established service centers of yous comanity and offer philatelic service. These groups would include the Chanber of Commerce, Betcer Business Bureau, the youth organizations, the Post Office, railroad stations, hotels, and even the Bolice Dapartment. At one time or another these groups need philatelic help whether it be for a recreational stamp club for the ₹.M.C.A. or catching a thief that stole stamps for the Police Department. ${ }^{2}$

This public spirited aetitude will gain recognition for the stamp dealer and for philately in general in the locality.

[^47]Better Promotional Tie-Ins

Careful scrutiny of every local activity will show many aspects of local life which can be treated with a philatelic tie-in.

Motion pictures offer the best medium. Stamps dealing with the subject of a picture can be offered by a dealer as prizes in contests conducted by the local movie house. This will create much good will and publicity for the dealer.

An exhibit of libraries and books on stamps could be arranged with the local library during anniversaries of famous writers, etc., exhibits can be arranged at post offices during "Letter Writing Week".

The Red Cross annual drive is an ideal time for a promotion illustrating many Red Cross stamps. Such a display would be accepted almost anywhere which wouldn't otherwise promote stamps because of fear of commercializing. ${ }^{1}$

Another device for philatelic tie-in can be used during speeches about stamps to non-philatelic groups. Women on stamps might be featured at a women's club, Rotary on stamps at the Rotary Club, commerce and Industry on stamps to a Chamber of Commerce meeting, Religion on Btamps to a religious group, etc. ${ }^{2}$

[^48]
## Public Relations Aze SLmple

Public relations for stamp dealers, is basically the same as that for any other organization. Dealers must work with stamp clubs to promote philately in general and to curb situations which might lead to bad public relations for the philatelic world.

An apt sumary of public relations is given in the words of J. Handley Wright:

The object of good public relations is to win friends for the cause, the institution, or the enterprise one represents. This is essentially a matter of common sense. Good public relations actually is so simple, so easily attainable, so inexpensive, and so downright sensible that it is difficult to understand why some people persist in trying to make of it something mysterious or difficult. It is well to remember that everything you do, everything you say, contributes to somebody's opinion of you. If your actions or words are such as to make people like or do business with you, then it may be said that your public relations are good. If your actions or words are such as to make people dislike you, then your public relations are bad. It is as simple as that. ${ }^{1}$
${ }^{1}$ Wright, chap. xviii.

## Chapter VII

Stamp Valuations

As in any other commodity the prices of postage stamps depend on supply and demand. Stamps are usually sold to collectors at discounts of about $50 \%$ of catalogue price for older issues and smaller discounts for newer issues. Dealers can seldom pay more than $20 \%$ of catalogue price when they buy collections if they wish to cover overhead and profit. ${ }^{1}$

Used stamps from remote countries where natives do little commercial mailing are often more expensive than unused stamps of the same country. This applies mainly to the remote British and French colonies. Commemoratives of most countries are generally popular.

Generally a fifty year old collection, if it contained common stamps then, is not worth much now. Age, then, is not a factor in price, though it does influence to some extent as there are just so many of each stamp printed and as the years go by stocks of these diminish while demand continues or increases, Rare stamps can be one hundred years old or just one hundred days old.

## Stamps as an Investment

R. D. MacGriffin prepared a detailed study of the stamps of

[^49]the world and computed the increases of stamp prices in catalog value some years ago. ${ }^{1}$

He concluded that there are just two situations where one can lose money in stamps. One situation is to buy stamps which are still in current use in the country of origin as the currency may be devaluated. This would decrease the value of the stamps. The second possible way to lose money from stamp purchases is to buy used stamps which are still current. If they remain current for many years to come, such heavy use will flood the market with many used copies.

MacGriffin claims that all other stamp purchases will result in increment over the years. He says that the time to buy stamps at the lowest possible price is just prior to the time they are being replaced by a new issue or shortly thereafter.

In the years 1915 to 1926 catalogue prices increased on various stamp issues as follows: Europe 215\%, Latin America 107\%, United States $95 \%$, Ganada 164\%, etc. Some strikingly high increases for the same period were found in Denmark 261\%, Finland $285 \%$, France a gigantic 475\%, and Italy $350 \%$.

Even during the depression years stamp prices held their own with one or two exceptions. From 1926 to 1935 increases were less

[^50]spectacular than the previous ten-year period, but they were increases none-the-less. European stamps increased $17 \%$ in value, while United States stamps increased 37\%. Taking Europe as an example, every country increased from $1 \%$ up to $82 \%$ despite the depression. There were only two exceptions. Belgium decreased $8 \%$ and Netherlands decreased an equal percentage from 1926 to 1935. At the same time Italy increased $44 \%$, Germany $58 \%$, Sweden $82 \%$ and Norway $33 \%$. ${ }^{1}$

MacGriffin and Young ${ }^{2}$ both agree that the lowest denominations up to ten cents in value both for foreign and United States stamps increase a larger percentage in value than do the higher denomination stamps of fifty cents to five dollars.

Young deals only with United States stamps and sugsests conmemoratives as an investment. From personal experience, during the past ten years, this writer can state without qualification that the days of hoarding mint United States sheets and becoming rich thereby are over. Quantities of most commemoratives today run from approximately $100,000,000$ to $250,000,000$ which is far too many for the market to absorb in a twenty-year period. Since 1945, there have been only about two stamps which turned out to be good investments, the others would not have yielded simple bank interest for the period held.

## ${ }^{1}$ Ibid.

2
Thomas Young, Profit in Postage Stanes (New York: Harbinger House, 1940).

Business Week recently carried a feature on the investment possibilities of stamps. ${ }^{1}$ The article says that there is a good chance for $5 \%$ to $10 \%$ annual appreciation on stamps if they are held 15 years or more. If $\$ 100$ had been spent on United States conmemoratives per year from 1913 to 1929, the $\$ 1700$ investment would bave appreciated to $\$ 120,000$ in 1957, a $6,000 \%$ gain. Issues from 1940 to 1950 have appreciated less than $100 \%$ as of early 1957.

In addition to the overall profit in stamps there are some exceptional buys which include the ten cent stamp showing Alexander Graham Bell issued in 1940. One hundred dollars invested in this issue would now be worth $\$ 1400$.

Business Week cites one advantage of stamp investment. The Investor's "Wall Street" is his nearest post office and no brokerage conmissions need be paid.

## Stamps as a Hedge Against Inflation

For the past hundred and eighteen years, the stanp collector could overcome inflation with his possessions. Stamps are a security that is more stable than that of the most respected bonds. They are more saleable than the bank notes of any country. They have international demand. The omniparity of stamps, independent upon local or regional economic conditions, in sharp contrast to the national

[^51]currency and other securities, remains a powerful argument for the collector who pursues stanp collecting not only as a hobby, but also as an investment.

Postage stamp investment is sounder than real estate or securities. Stamps are a better investment than thatablest banker or insurance company could have suggested. Scott catclog prices over fifty years show a slowly rising price hardly interrupted by negligible downward irends.

Investment in unused United States stamps is safer than securities because there is unlimited chance of profit, while the risk of loss has its definite limits to five or ten per cent under face value because the Post Office Department guarantees postal value for Anerican stamps regardless of age. Actually the chance of loss is about zero because some issues will go up to compensate for some that might have sold at a discount. ${ }^{1}$

Of course, as noted before there is little chance of recent United States stamps increasing a great deal in value efther.

The fact that stamps are used as a hedge against inflation was experienced by chis writer last year. Paris stamp dealers expressed an unwillingness to sell better stamps at prices in line with the American market just before and after the devaluation in August, 1957,

[^52]of the French franc. These dealers felt that by raising the price out of line they could keep these stamps as a hedge against inflation. They would rather hold their stamps than French francs which might be subject to further devaluation.

Drawbacks to investment in stamps are seldom cited by the enthusiastic proponents of stamp investment. A fow of then should be mentioned here. Stamps do not bring in interest or dividends as do other forms of investment. No profit is made until the final sale which may be many years after the purchase. Stamps are subject to weather and may become destroyed or otherwise made unsaleable over a period of time. This hazard can be overcome by insurance and protective folders and albums which add to the cost of the stamps and decrease profit to be made from them.

## Chapter VIII

## Conclusion

## Stamp Dealing as a Business Venture

For anyone interested in working indoors on detail work, writing letters, and handling stamps, stamp dealing offers many opportunities for young and old alike either as a profitable part-time hobby business or as a full-time operation from home, office or store.

The dealer in postage stamps finds he is employed in a clean occupation, one that offers almost unlimited interest and diversification. He has all the duties of any small businessman, plus the responsibility of keeping track of a variety of stock much larger than a grocery or drug store operator has to account for.

If the dealer was at one time a collector, he will appreciate the needs of collectors and will become a better dealer. Further, he will have that rare combination of hobby and business, where his work is so pleasant, in his opinion, that it becomes play. A love of stamps, of their beauty and topics, will go far to make a dealer successful.

An interest in people, their wants and needs, a helpful attitude and pride in aiding others form valuable and interesting collections are among the many attributes of the successful and happy stamp dealer.

## The Future of Stamp Dealing

For the past one hundred and eighteen years the governments of the world have been issuing postage stamps for the prepayment of postage and other mailing privileges. Despite the fact that the postage meter machine has displaced the use of the postage stamp in many large enterprises and more recently in post offices at the parcels post windows, the average citizen will always need to use a postage stamp to mail his letters. Further, governments of the world have found the printing of commemorative postage stamps for collectors so profitable that there is little likelihood that such printings will discontinue in the forseeable future, no matter what future inroads of the postage meter machine will have on the use of stamps to prepay mail matter.

As long as there are stamps and as long as there is that acquisitive desire among men, the love of the beautiful, the desire for perfection and complateness, the quest for knowledge, and the interest in travel and faraway romantic places; there will be stanp collectors.

As long as there are stanp collectors, there will be dealers.

The future rather than being one of extinction is in reality headed in the opposite direction. More and more people are becoming interested in stamps every day. People who never heard or thought of stamps other than for the use on letters are now looking at these curious bits of paper and starting collections of them.

The trend toward more popular philately is witnessed by features carried in the popular American publications in the past five years. Such insertions including thany full color features appeared in Life, Look, National Geographic, Coronet, Business Week and others. Further the type of publicity is changing. Stories are no longer crying of rarity and investment as much as they used to. Now they tell the story of topical collecting, of the interest, knowledge, entertainment, relaxation, and beauty which stanp collecting brings to its adherents.

With the increase in longevity, an increasing birth rate, an ever-increasing population, shorter work weeks and earlier retirements people have more leisure time. More leisure gives people time for stamp collecting. Being an indoor hobby, stamp collecting can be enjoyed in all seasons and in all weather.

Once a collector becomes ardent, he is generally set on a course of enterteinment for life. Well cared for by a catering dealer, a collector can amass holdings which bring him enjoyment during his days on this earth and security to those who follow him.

Yes, the future is bright in the field of dealing in postage stamps for collectors.

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