## Ambera

## If the Boss Had to Hunt Letters Only Amberg Files Would Be Used

## Finding by The Amberg Plan is Not Dependent on Memory

A
FILE CLERK'S JOB often requires as much brains as an executive position. Keeping records located by means of complicated indexes, laborious coding and observance of ever-changing office laws is a worrying grind. And the worst part of it is that most of it is unnecessary.

The Amberg Plan, by its simplicity, enables the file clerk to devote intelligence to observing what records mean, rather than merely to where they are. This is advantageous to firms as well as to file clerks.

## Why Easy Finding Results From The Amberg Plan

Your filing, by the Amberg Plan, so logically follows your business methods that average eyesight and knowing the A.B.C's permit finding a filed record without disorganizing the filing department in the file clerk's absence Your business methods absolutely dictate the applicatio of the Amberg Plan. Amberg special provision for al oranches agencies and similar factors, plus the Law of Correspondence, which accurately distributes all casual Coresp permis be kept $991 / 2 \%$ accurate.

## Basis and Operation

Of The Law Of Correspondence
The analysis of millions of names proved that the 205,920 names in the Amberg masterlist were the ones consistently active in business. The rate of occurrence of these names was found to be $991 / 2 \%$ constant in business. This furnished a common factor for the casual correspondence of any office and made it possible to estimate the right number of indexing divisions required for any volume of casual records. Coupled with Amberg provision for specially created volume, it constitutes the Amberg Plan.

Learn How The Amberg Plan Will Solve Your Problems

Question Amberg about your personal filing problems. Judge by the answers you get whether they will be solved by the Amberg Plan
If your present filing equipment is of the vertical type the Amberg Plan will probably throw nothing out your office but some surplus and obsolete routine and some cardboard. The Amberg Plan does not depend on office legishation for results. It makes unnecessary many arbitrary rules now in use.

Amberg manufactures the highest quality Wood and Steel Vertical Filing Cabinets and every type of accessory for filing and indexing but Amberg sells materials only as a means of solving filing difficulties. The Amberg Plan has solved the filing problems of 75,000 concerns.

Chicago
Boston
Cleveland


Pittsburgh
Amberg File \& Index Company
Widener Building, Philadelphia
Telephone, Walnut 4674
Detroit
New York

##  <br> When You Need Figure Workers Investigate the Dalton

## figure work is piling up in your store automatically puts each figure into

 or accounting department; if it is takingprecious time of your own from other numerical order.
Moreover, the Dalton renders a double pressing duties, the 10 -key Dalton offers definite assistance. machine-the machine tefficient adding with 65,000 users, has proven itsears 80 per cent faster than any other
Io keys only-instantly anyone- 10 keys on which the touch method can be used--the method that
climinates eye-strain and fatioue, and eliminates eye-strain and fatigue, and
doubles the operator's speed. No col-
mon selection is required-the Daltom ervice-it adds and calculates; adds,
subtracts, multiplies and divides; figures fractions, and percentages, makes-out statements; takes trial balances; checks
invoices-handles all forms of business nvoices-handles all forms of business

Phone for Demonstration Phone for Demonstration
Have a demonstration of the Dalton, and convince yourself. A phone cali
will arrange at your convenience for a
demanstration Phones. Lombard 11
Main 5962-D PERRY \& COLLINS, Dalton Sales Aqents

## Daltoon

 Adding-Calculating Machine

R\&M Motors Stand Heat and Cold

Manufacturers of motor-driven devices are particular to know all about
the reputation and construction of the motor they use and the ability of
the reputation and construction of the motor they use and the ability
that motor to deliver the dependable power their products require
Mr. W. E. Mettler, Purchasing Agent of the American Blower Co., Detroit, Mich., says: "The small Robbins $\&$ Myers Motors used by our
company as equipment for certain types of our blowers over a period of years have proved worthy of the implicit confidence we have placed in
them.
riums, halls, hospitals and blowers operate ventilating systems for auditosevere cold. Anptals and churches. This often subjects the motors to puts the R\&M Motors in intensely hot temperature.
Robbins \& Myers Motors, from 1.40 to 50 h . p., have for years been recognized in industrial uses and on fans and office and household deviees as
the acme of motor construction, reliability and dependability. The R\&M name plate is all you need know about a motor or a motor-driven device.

1418 Walnut St., Philadelphia, Pa.
Robbins \& Muers Motors

