

**the mayfair agency · 32 north van brunt street · englewood, N. J.**

The Magazine Subscription Department of HARPER & BROTHERS, publishers since 1817

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Dept. de Lisica  
Avenida Brijadeire  
Luiz Antonio 784  
Sao Paulo, Brazil  
South America

Gentlemen:

Do you realize we have written two previous letters to you regarding the amount of \$20.00 past due on your account?

We accepted your orders for immediate placement with the publishers-- and paid for them in cash. Since we pay for subscriptions in advance, we ordinarily expect payment from our agents in advance, but we do make exceptions as we have done in your case. However, when we extended the privilege of charging subscription orders, we did so with the understanding that we were to receive payment when our invoices were due.

We are sure that you appreciate the convenience of a charge account and so that we may continue to accept your orders on that basis, we urge you to forward your remittance TODAY.

Very truly yours,  
THE MAYFAIR AGENCY

*J. J. Canning*  
J. J. Canning *JJC*  
Credit Manager

JJC/blw