

CARTON 144

THE GUARDIAN

SAN FRANCISCO OFFICE, ADMINISTRATION,  
PRINTING, FINANCES

1968-1969

2017/193  
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Financial report for April, 1969: San Francisco Bureau

Receipts:	<del>Books</del> Balance from March	\$ 5.51
	Racks (S.F.)	23.09
	Racks (Berkeley)	36.57
	Rent from N.Y.	35.00
	Total	<u>100.17</u>

Disbursements:	Rent	35.00
	Travel to Ft. Ord (six trips)	33.98
	Postage	9.00
	Gas	2.00
	Tolls	2.00
	Phone bill	19.99
	Steve Shames	18.70
	Total	<u>120.67</u>

Deficit 20.50

Financial report for March, 1969: San Francisco bureau

Receipts:	Balance from February	\$28.35
	Racks (S.F.)	25.30
	Racks (Berkeley)	40.55
	Misc. Sales	8.80
	Rent from N.Y.	35.00
		<hr/>
	Total	138.00
Disbursements	Rent	\$35.00
	Postage	2.00
	Telephone	18.99
	Tolls	1.50
	Gas	5.00
	Steve Shames	60.00
		<hr/>
	Total	132.49
	Balance	5.51

Financial report for February, 1969: San Francisco Bureau

Receipts:	Balance from Jan.	\$ 13.89
	Racks (S.F.)	21.72
	Racks (Berkeley)	17.65
	Misc. Sales	4.15
	Rent from NY	35.00
		<hr/>
	total	92.41

Disbursements	Rent	\$ 35.00
	Gas	7.50
	Postage	6.36
	Tolls	1.00
	License plates*	3.00
	Office supplies	1.58
	Telephone	9.62
		<hr/>
	Total	64.06
		.
	Balance	28.35

\*The license plates on my car were stolen while I was covering a demonstration at S.F. State. Replacement plates cost \$3.00.

I certify the above to be true to the best of my knowledge.

Bob Allen

Business report for January: San Francisco office

Receipts: Balance from Dec.	\$ 72.62
News racks	40.02
Rent from NY	35.00
Misc. sales	1.35
Sub	<u>1100</u>
total	\$119.99

Disbursements. Rent	\$335.00
Postage	13.40
S. Shames	13.22
Telephone	5.38
Sub: Peoples World	5.00
Dec. 15 mtg, ad	19.20
	<u>          </u>
total	\$91.20

Balance \$58.79

Correction to October and November reports: telephone bill (Oct) \$22.14  
(Nov) \$22.73

Minus \$44.90

total            \$44.90

Balance for January \$13.89

Business Report for August: San Francisco Office

Receipts:	from N.Y. office, Aug. 1	-	\$200.
	Aug. 28	-	\$ 35.
	pamphlet sales	-	\$ 2.10
	single issues	-	\$ 5.90
	sub	-	\$6 1.00
	total		<u>\$244.00</u>

Disbursements:	Rent (Aug. & security)	-	\$ 70.00
	Office supplies	-	\$ 59.67
	Literature	-	\$ 9.00
	Postage	-	\$ 10.24
	total		<u>\$148.91</u>

Balance: \$95.09

Guardian Committee of Northern California bank account \$16.14

Business Report for September: San Francisco Bureau

Receipts :	from NY office for rent, Sept. 27	-	\$35.00
	subscriptions		\$10.50
	single issue sales		\$ 9.75
	pamphlet sales		\$ 3.45
	Misc,		\$ 3.85
		total	<u>\$62.55</u>

Disbursements:	Rent for September	-	\$35.00
	Office supplies	-	\$15.81
	telephone (inc. installation)	-	\$50.33
	electricity (deposit)		\$10.00
	postage		\$ 9.50
	transportation (tolls)		\$ 2.50
			<u>\$123.14</u>

Balance from August: \$95.09  
plus receipts for Sept 62.55  
total \$157.64  
minus expenses-Sept. 123.14

Balance .....\$ 34.50

Business report for October: San Francisco Office

Receipts: from N.Y. office	Oct. 7 for postage	- \$80.
	Oct. 31 for rent	- \$35.
	Oct. 31 for rent	
	for Hall of Fl.	\$85.
Single issue sales (racks), pamphlets		- \$10.26
Fundraising, Los Angeles		- \$137.75
Contributions, mailing to Calif, readers		- \$16.
Ticket orders for Nov. 21 mtg		- \$16
Balance from September		- \$34.50
	total	<u>\$461.64</u>

Disbursements: to N.Y. office	- \$162.53
Rent	- \$335.
postage	- \$ 13.30
Trip to L.A.	- \$ 30.58
office supplies	- \$ 8.68
Mailing to Calif readers	
postage	- \$ 64.
envelopes &	
mimeo paper	- \$34.37
stencil	- \$ 2.89
Tickets for Nov. 21	- \$ 8.35
Newsracks for SF	- \$20.50
total	<u>\$408.20</u>

Balance for October - \$53.44

Business report for November: San Francisco Bureau

Receipts: Mailing to Calif. readers  
contributions -\$71.00  
ticket orders -\$16.00  
From Cleaver Defense Fund  
for rent for Hall of Fl. -\$100.00  
Single issue sales(racks) -\$ 10.52  
Balance from October -\$ 53.44  
total -\$250.96

Disbursements: Rent for office - \$ 35.00  
Rent for Hall of Fl. -\$100.00  
(hall & kitchen)  
Rent for Dec.15 mtg -\$12.50  
Postage -\$ 7.90  
Mimeo paper & stencil-\$20.19  
Trip to L.A. Nov.27-30 -\$31.18  
To Steve Shames for expenses -\$7.50  
Ticket refunds -\$ 32.00  
total -\$246.27

Balance for November - \$4.69

Subscription orders: checks forwarded to N.Y. office -\$28.00 (5 subs)

Business report for December: San Francisco office

Receipts: Balance from November	-\$ 4.69
News racks	\$ 3.28
Rent from NY	\$ 35.00
Subs ( 1 combination)	\$ 10.45
Burchett book sales	\$ 8.45
Donations	\$ 2.00

Dec. 15 meeting: tickets	\$236.89
bk sales	\$ 91.15

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total \$391.91

Disbursements: Rent	\$ 35.00
Sub to NY	\$ 8.45
Postage	\$ 21.30
Dec. 15 mtg, misc.	\$ 2.70
China Books	\$ 30.73
Food ( Van Luy)	\$124.06
Speaker (J.P. Murray)	\$ 50.00
Telegram to NLF	\$ 15.00

Steve Shames	<del>\$226.89</del>
Telephone	\$ 27.63

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total \$319.27

Balance for December \$72.62

December 15th Meeting: 8th Anniversary of NLF Celebration  
Vietnamese dinner plus program.  
Main speaker J.P. Morray  
Tickets \$2.50 (dinner & program)  
\$1.00 (program only)

Receipts

Ticket sales (including sale of extra food)	-	\$236.89
Book and card sales	-	\$ 91.15
<del>Subs (1 combination @ \$8.45 &amp; 2 trials)</del>	-	<del>\$ 10.45</del>
total		<u>\$328.04</u>

Disbursements

postage for mailing to SF subscribers	-	\$ 18.00
rental of Buchanan YMCA	-	\$ 12.50
Miscellaneous expenses	-	\$ 2.70
China books, payment for wholesale books	-	\$ 30.75
Food for dinner	-	\$124.06
Honorarium to J.P. Morray	-	\$ 50.00
total		<u>\$237.95</u> 9

Profit at this point \$90.05

Expenses still to be paid - advertisements: Peoples World - \$19.20  
Berkeley Barb  
telegram to Vietnamese delegation in Paris - \$15.00

Subs - 1 combination @ \$8.45, check sent to Guardian along  
with other subs, not included in Meeting figures

Business report of December 15 meeting to celebrate the 8th anniversary of NLF

Vietnamese dinner (prepared by Nguyen Van Luy)

Main speaker: J.P. Murray

Tickets \$2.50 (dinner & program)

\$1.00 (program only)

Receipts:

Ticket sales (including sale of extra food)	-	\$236.89
Book and card sales (on consignment from China Books)	\$	91.15
total		<u>\$328.04</u>

Disbursements:

Postage for mailing to SF subscribers	*	\$ 18.00
Rental of Buchanan YMCA		\$ 12.50
Miscellaneous expenses		\$ 2.70
China Books, payment for books sold @ wholesale		\$ 30.73
Food for dinner (to Van Luy)		\$124.06
Honorarium to J.P. Murray		\$ 50.00
Ad in Peoples World (2 weeks)		\$ 19.20
Telegram to NLF delegation in Paris (voted on @ mtg)		\$ 15.00
		*****
total		\$272.19

Profit from the meeting: \$55.85

December 6, 1968

Dear Irving,

Enclosed are our business reports for October and November. As you can see we didn't lose any money by not having the Nov. 21st meeting although we didn't make any either. I received the \$35. for December rent at the beginning of the week so it will appear of the December report.

We're having an affair on the 15th of December. If all goes well we should make a little on that.

As you know I'm stopping working for the Guardian as of the 15th. However Bob will need to keep getting the \$35. each week.

Hope you're well.

Pam

October 2, 1968

Dear Irving,

Enclosed is my financial report for September. As you can see we're not bringing in very much money yet. This is partly because checks for subs made out to the Guardian, many payments for single issues and payments for pamphlets go straight to NY. But mainly it's because there hasn't been much cash coming in from the Bay area.

I'll be doing the mailing to the Northern California readers very soon (as soon as Ray and Bill okay the letter and send it back). We are announcing our plans for the anniversary meeting, asking people to buy tickets and also asking everyone to contribute \$1 to help finance the Guardian office. Hopefully we'll get a lot of money then.

As my balance is so low and tomorrow I go to buy 2000 envelopes for my mailing plus some other supplies, I'm going to need some money for postage for my mailing. I estimated that the list was about 1300 so I guess I'll need a check for \$80 to cover postage. Also I'll need a check for \$85 by the first of November to pay for the rental of the hall in which we're having the anniversary meeting, unless response to the mailing is quick enough to cover the fee. I'll confirm at the end of the month if I need the \$85. Please send the \$80 right away.

August 19, 1968

Mr. Robert L. Allen  
Guardian  
3740 25th St. # 101  
San Francisco, Ca. 94110

Gentlemen:

We are pleased to quote you as follows:

8,000 - 20 Page Tabloids  
Negatives Furnished by you - Stripped to our specifications  
6,000 - Wrapped & Addressed (labels furnished by you) per  
your specifications  
Delivery - To be picked up by you

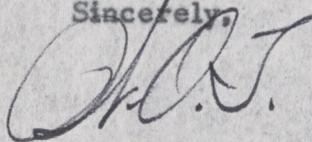
COST: \$310.00 F.O.B. Our Plant

Our truck will pick up the negatives from the airport - This  
should expedite the job by 4 or 5 hours.

TERMS: WEEKLY

If I can be of any further service, please do not hesitate to call.

Sincerely,



Warren O. Tipton  
Warren's Waller Press

WOT/jb

105.5

Evangelism

Social, cultural,  
recreational, focus,  
as well as spiritual care  
Indifferent nothing

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