



**RULED FORMS  
AND TABULAR  
WORK ON THE  
LINO TYPE**  

TRADE **LINO TYPE** MARK

**MERGENTHALER  
LINO TYPE COMPANY**

**BROOKLYN, NEW YORK**

*New York City, Chicago, San Francisco, New Orleans*

*Canadian Linotype, Limited, Toronto*

*Representatives in the Principal Cities of the World*

## RULED FORM MATRICES

A complete series of characters for setting the most intricate Ruled or Leader form is available and will be of particular value to printers specializing in this class of work. With them it is possible to produce on the Linotype an endless variety of work of this kind at low cost.

The vertical characters are made in four sizes (6, 8, 10 and 12 point) in two-letter matrices and in two sizes (18 and 24 point) in one-letter matrices. The horizontal characters are made in two sizes. The 12 point size will align

with the cross strokes of any of the two-letter sizes while the 24 point will align with either of the one-letter sizes. When ordering rule and leader matrices, specify  $\Delta 354$  as well as the point size and character number desired.

The following is a complete list of the characters available, with the width of each character indicated in points, the decimal equivalents of which are: 2 points, .0277; 3 points, .0416; 6 points, .0833; 12 points, .1666; 18 points, .250; 24 points, .3333.

12 POINT, TWO-LETTER							
Verticals	Extensions and Leaders				Verticals	Extensions	
No. 1 3 Points ↑ No. 8 3 Points ↑ No. 2 3 Points ↓ No. 3 3 Points ∥∥	No. 4 2 Points - No. 5 3 Points - No. 6 6 Points - No. 7 12 Points - ----	No. 22 18 Points ----- No. 23 24 Points ----- ----- -----	No. 24 3 Points ↑ No. 37 3 Points ↑ No. 35 3 Points ↑ No. 36 3 Points ↑ ∥∥	No. 18 2 Points = - No. 19 3 Points = - No. 20 6 Points = - No. 21 12 Points = - -			
24 POINT, ONE-LETTER							
Verticals	Extensions • Leaders		Verticals	Extensions	Verticals	Extensions	
No. 1 3 Points ↑ No. 8 3 Points ↑ No. 2 3 Points ↓ No. 3 3 Points ∥∥	No. 1a 3 Points ↓ No. 8a 3 Points ↓ No. 2a 3 Points ↓ No. 3a 3 Points ∥∥	No. 4 2 Points - No. 5 3 Points - No. 6 6 Points - No. 7 12 Points - No. 22 18 Points ----- No. 23 24 Points -----	No. 4a 2 Points - No. 5a 3 Points - No. 6a 6 Points - No. 7a 12 Points - No. 22a 18 Points ----- No. 23a 24 Points -----	No. 35 3 Points ↑ No. 35a 3 Points ↑ No. 36a 3 Points ↑ No. 36 3 Points ↑ ∥∥	No. 18a 2 Points - No. 19a 3 Points - No. 20a 6 Points - No. 21a 12 Points -	No. 24 3 Points ↑ No. 37 3 Points ↑ No. 37a 3 Points ↑ No. 24a 3 Points ↑ ∥∥	No. 18 2 Points = - No. 19 3 Points = - No. 20 6 Points = - No. 21 12 Points = - -

## OVERLINE FIGURES

Special Figures with overline for use with the 12 and 18 point sizes of box and rule matrices are made with a hairline stroke over the figure, the stroke aligning with the horizontal character of the box and rule matrices when used in the same line. These figures are used for line num-

bers in sales slips. The 12 point is used for 12 point spacing between lines and the 18 point size for 18 point spacing. The following is a list of the characters available in both the 12 and 18 point sizes. When ordering, specify  $\Delta 354$  and point size and character number desired.

### 12 POINT, TWO-LETTER

Width of character 4 points or .0553

No. 25	No. 26	No. 27	No. 28	No. 29	No. 30	No. 31	No. 32	No. 33	No. 34
$\overline{1}$	$\overline{2}$	$\overline{3}$	$\overline{4}$	$\overline{5}$	$\overline{6}$	$\overline{7}$	$\overline{8}$	$\overline{9}$	$\overline{0}$
$\overline{1}$	$\overline{2}$	$\overline{3}$	$\overline{4}$	$\overline{5}$	$\overline{6}$	$\overline{7}$	$\overline{8}$	$\overline{9}$	$\overline{0}$

### 18 POINT, ONE-LETTER

Width of character 6 points or .0833

No. 25	No. 26	No. 27	No. 28	No. 29	No. 30	No. 31	No. 32	No. 33	No. 34
$\overline{1}$	$\overline{2}$	$\overline{3}$	$\overline{4}$	$\overline{5}$	$\overline{6}$	$\overline{7}$	$\overline{8}$	$\overline{9}$	$\overline{0}$

## VERTICAL LEADERS

Blank ruled forms of any size can be composed easily on the Linotype by the use of leader matrices punched vertically (:) instead of horizontally (....). The production of these forms is simply a matter of recasting. Determine the exact amount of space required between the horizontal leader lines, set a single line of matrices with the vertical leaders, properly spaced, and recast a sufficient number of slugs to fill the required space. Brass rules can be easily inserted between the slugs where desired.

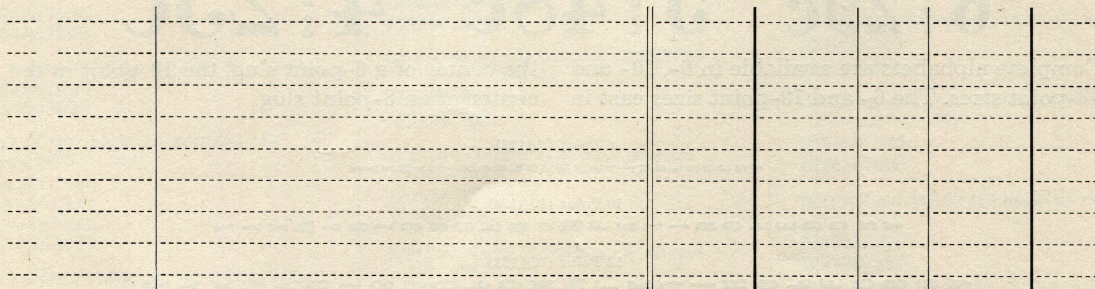
Vertical leaders are made in 6 to 30 point sizes in the following styles: 6 point, 2, 3 or 4 dots, and 2, 3 or 4 strokes; 8 point, 4 or 6 dots, and 2 or 4 strokes; 10 point, 6 dots, and 2, 4 or 6 strokes; 12 point, 2, 4 or 6 dots and 2, 4, 6 or 8

strokes; 14 point, 6 strokes; 18 point, 9 strokes; 24 point, 12 strokes; 30 point, 14 strokes.

The width of columns is regulated by the number of slugs used. Where 6 point slugs are used, the column widths, or distance between down rules, will be multiples of 6 point and with 12 point, multiples of 12 point. Spacing between horizontal rule or leader lines may be varied to suit any requirement.

When ordering vertical leader matrices, specify the point size and style desired. The matrices are all made on a uniform setwise size of .0553, or 4 points.

The accompanying specimen shows how the matrices are used, the first line being opened up to make the illustration clear.



## VERTICAL SLUG MATRICES

These matrices differ from ordinary matrices in that the characters are punched horizontally instead of vertically. When cast, they appear one below another on the vertical slug, instead of side by side as on the usual slug. In making up the form, the vertical slugs are placed ends up and arranged side by side. The slugs give perfect alignment of the figures and permit of the insertion of ordinary brass rule between the columns.

The general rule is that these figures cast on a slug one-half their point size, so that the same space will appear between two or more figures on the vertical slugs as would be the case with normal setting on horizontal slugs. No special equipment is required for the use of 10- or 12-point matrices. For 6- and 8-point matrices,

which call for 3- and 4-point slugs, respectively, special mold liners, ejector blades, ejector blade links and an ejector blade guide are required.

Three- and 4-point liners can be used in the regular Universal Adjustable 5- to 14-point mold by filing the banking screws so that they will not project above the liners. Ejector blades, links and the guide to eject 4-point slugs need not be replaced by the regular parts when casting larger slugs. However, this will be necessary in the case of the similar parts for the 3-point slugs incidental to the use of 6-point vertical slug matrices. The knife block can be set to trim either 3- or 4-point slugs by readjusting the right hand knife 5-point setting screw.

Vertical slug matrices are available as shown in the following faces and sizes:

6 Point No. 2 (6Δ49)  
1 2 3 4 5 6 7 8 9 0 A M P P a d d e e i i n n d d s s t t u u w w x x . . . - - - - -

6 Point No. 2 with Gothic No. 6 (6Δ56)  
1 2 3 4 5 6 7 8 9 0 A M P P a d d e e i i n n d d s s t t u u w w x x . . . - - - - -

8 Point No. 2 with Gothic No. 6 (8Δ4)  
1 2 3 4 5 6 7 8 9 0 A M P P a d d e e i i s s . . . ( ) - - - - -

10 Point De Vinne with Antique No. 3 (10Δ64)  
1 2 3 4 5 6 7 8 9 0 A M P P f - - - - -

12 Point De Vinne with Antique No. 3 (12Δ38)  
1 2 3 4 5 6 7 8 9 0 . . . - - - - -

### VERTICAL GOTHIC

For food-store-ad work, a valuable aid both to condensation and economical composition is found in the Vertical Characters of Gothic Con-

densed No. 2. These characters are cast horizontally on the slug, like this:

C A N S                      D O Z                      L B S

The slugs are cut to the proper length and inserted between the large figures, like this:

6 <sup>C</sup> 29c      5 <sup>D</sup> 48c      4 <sup>L</sup> 25c

Complete alphabets are available in 6-, 10- and 12-point sizes. The 6- and 10-point sizes cast in

the center of a 6-point slug, the 12-point in the center of an 8-point slug.

6 Point (6Δ123)  
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

10 Point (10Δ137)  
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

12 Point (12Δ153)  
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z



# GERRARD MORGAN & COMPANY

*Manufacturers of*

**HIGHEST QUALITY DRESS GOODS**

LITTLE ROCK, ARKANSAS

Shipped by.....

Date..... 19.....

NO.	CODE WORD	NAME AND ADDRESS OF BUYER	GRADE			STOCK NO.	SHIPPED VIA
			A	B	C		
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							

*For Office Record Only*  
**SALESMAN'S QUOTATION**

*Customer*.....

*Street Address*.....

*City or Town*.....

Quantity	Description	Price

*Remarks*.....

*Ship via*.....

*Order No.*..... *Date*.....

*Salesman*.....

**SPECIFICATIONS**

**ABOVE**—Set with 18 point Box and Rule Matrices Nos. 1, 5, 6, 7, 8, 22 and 23 and 6 point Matrix No. 8. Horizontal rules are brass. 18 point Special Figures with overline, as shown on page 3, were used for line numbers. Type: 6, 8, 10, 12 and 18 point Benedictine.

**RIGHT**—Set with 12 point Box and Rule Matrices Nos. 1, 3, 5, 7, 22 and 23. Horizontal rules cast from 2 point Matrix Slide No. 301. Type: 6, 8, 12 and 18 point Bodoni.

## STORAGE RECORD CARD

DRAWER, SECTION AND DIVISION	DESCRIPTION OF PARCEL	OWNER OF PARCEL	DATE OF DELIVERY

### SPECIFICATIONS

**LEFT**—Set with 12 point Box and Rule Matrices Nos. 1, 6, 8, 20, 21, 23 and 35. Top rule is cast from 2 point Matrix Slide No. 404. Type: 12 point Gothic No. 33a and 6 point Gothic No. 33b.

**BELOW**—Set with 6 and 18 point Box and Rule Matrices Nos. 1, 3, 22 and 23. The horizontal parallel rules are brass. Type: 6 point Bold Face No. 9, 9a and 9c; 12 point No. 9a and 18 point 9a, with single rules composed of leader aligning dashes.

### DEPOSITED BY

IN THE

## COATESVILLE NATIONAL BANK

DATE \_\_\_\_\_ 19\_\_

PLEASE LIST EACH CHECK SEPARATELY

<b>BILLS</b>		
<b>SILVER</b>		
<b>CHECKS</b>		

### SPECIFICATIONS

**BELOW**—Set with 6 point Box and Rule Matrices No. 1 and 24 point Nos. 1, 1a, 5 and 6. The horizontal parallel rules are brass. Type: 12 point Bold Face No. 9b and 6 point Nos. 9 and 9a.

## TEAMSTER'S DAILY REPORT

TEAMSTER \_\_\_\_\_

DATE \_\_\_\_\_

NO.	NAME	LOGS	FEET					TIME	REMARKS

# KINGSLY & STEELE COMPANY

EVERYTHING IN COTTON

GIRARD, TEXAS

.....19.....

*Account Sales*.....*Bales Cotton*

*Bought of M*.....

*No.*.....

NUMBERS	MARKS	WEIGHT	PRICE	AMOUNT		
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....

TITLE				PART NO.			
TRAY NO.				VALUE			
DATE	ORDER	CREDITS	DATE	ORDER	DEBITS	BALANCE	VALUE
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....

SPECIFICATIONS

STATEMENT—Set with 12 point Vertical Leaders. Horizontal and vertical rules are brass. Type: 6, 8, 10, 12 and 18 point Benedictine, with dotted lines composed of Universal six dot leaders.

INDEX CARD—Set with 12 point Vertical Leaders. Horizontal and vertical rules are brass. Type: 6 point Bold Face Nos. 9 and 9a, and 12 point No. 9c, with single rules composed of leader aligning dashes.