MS 99/95

WHITCOULLS ARCHIVE

INVENTORY

Compiled

By

Alistair Carlile

10 February 2000

Extra item added - Folder 45a – 27 September 2001 - marked with an asterisk “*”
Extra item added - Folder 44 - 19 September 2007- marked with an asterisk “**”
## A  LEDGERS

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<table>
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<th>B1</th>
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## C  PUBLICATIONS

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## D  PRINTING BLOCKS

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## E  WHITCOMBE’S AUSTRALIAN SCHOOLBOOKS

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2
F  WHITCOMBE’S STORY BOOKS & READERS
   Box 14                         p39
   Box 15                         p39
   Box 16                         p39
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G  OTHER SCHOOL BOOKS
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WHITCOULLS ARCHIVE

The Whitcoulls Archive contains a wide variety of records and material related to the New Zealand publishing and bookselling firm Whitcombe & Tombs Ltd and related firms. The collection has been divided into 13 sections, A to M, based on subject content and media. It consists of 228 loose volumes and 25 boxes containing 66 folders. Records cover the period 1871-1992 but the collection also contains copies of the Illustrated London News for the period 1842-1875.


Section A also contains ledgers, minute books, share registers, and invoice books for the firms Coulls, Somerville, Wilkie Ltd, Hilton Plastics Ltd, Quality House Ltd, Excel Plastic Ltd, and Office Typewriter Company Ltd. These cover the period 1938-1980.

Section B is divided into two sub-sections, B1 and B2.


Section C is divided into two sub-sections, C1 and C2.


Sub-section C2 contains publications produced by Whitcoulls Ltd and about Whitcoulls Ltd. These include ‘Printpac Staff News’, ‘Backchat’, Whitcoulls Forum’, Whitcoulls Staff Newsletter’, and ‘Whitcoulls Shoptalk’. This section also contains office and school
product catalogues, press cuttings for the 1960s, 80s and 90s, and advertising material. Records cover the period 1972-1991.

Section D contains a box of decorative printing blocks.

Section E-G contains a large number of schoolbooks printed by Whitcombe & Tombs Ltd for Australian schools. These include schoolbooks such as history readers, human geography, health, literature, and English (E), storybooks (F), spelling and arithmetic books (G), and other books (G).

Section H contains a box of sporting trophies.

Section I contains out-sized material that would not fit into the other boxes. These include Whitcombe & Tombs Ltd Trade & Profit & Loss Accounts 1914-1918, Whitcoulls Ltd annual report 1985, two framed 10/- notes, ‘Whitcoulls Forum’ 1973-1977, training records (LPs), Whitcoulls telephone directories, a staff presentation folder, Whitcoulls mission statements and commitment notices, poster portraits of Mr Whitcombe, NZ Institute of Management Certificate of membership 1970, IQ sales award 1982, and a presentation drawing.

Section J contains papers relating to Whitcombe & Tombs Ltd. These have not been sorted. They include a 1904 letter book, various cards and menus, deeds, memos, share certificates, letters, conference notes, shareholder notices, notebooks of book sales, royalty accounts, essays, and some publications.

Section K contains papers relating to the history of Whitcombe & Tombs Ltd and the production of a jubilee history in 1933. It includes draft notes and chapters, correspondence, photographs, and press cuttings.

Section L contains papers relating to the Whitcombe family. These include George Hawkes Whitcombe and Bertie Ernest Hawkes Whitcombe. They include letters, notes, wills, obituaries, and death, birth & marriage certificates.

Section M contains photographs. These are loose, in albums or mounted. They show interiors of shops and book displays as well as members of the board and various social functions held in the bookshops. This material will be transferred to the Photograph Collection for suitable storage and preservation.
## A VOLUMES

### A1 CASH BOOKS

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### Outward Cash Books

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### Petty Cash Books

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### [Cash Book]

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6
## A2 LEDGERS

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*Dunedin*  
*Private Ledger*  
*Ledger A*  
*Ledger B*  
*Private Ledger*  
*Company Ledger*
Ledger - Hilton Plastics Ltd
Vol 71 Jan 1968 - Mar 1969

Ledger - Dunedin Industrial Exhibition
Vol 72 1912 Large unused ledger volume

A3 JOURNALS

Journals
Vol 73 Aug 1901 - May 1904
Vol 74 Jul 1906 - Aug 1908
Vol 75 Jul 1921 - Apr 1927
Vol 76 Jan 1944 - Aug 1982
Vol 77 Feb 1952 - Oct 1961
Vol 78 Apr 1953 - Aug 1963
Vol 79 c. 1964 Consolidation Entries
Vol 80 May 1965 - June 1969
Vol 81 Jul 1972 - June 1973

Head Office Journal
Vol 82 Mar 1962 - June 1972

Direct Mail Journal
Vol 83 Sep 1926 - June 1939

A4 WAGE BOOKS

Wage Books
Vol 84 Nov 1917 - Apr 1923
Vol 85 May 1923 - Feb 1929
Vol 86 Jan 1930 - Feb 1933
Vol 87 Feb 1933 - Apr 1936
Vol 88 Mar 1942 - Apr 1945
Vol 89 May 1945 - June 1948
Vol 90 June 1948 - Mar 1951

Time and Wage Book
Vol 91 Jan 1954 - Mar 1962
Time, Wages and Overtime Book
Vol 92  c. 1925 - 1928

Wages Analysis Book
Vol 93  c. 1929 - 1935

Payroll Register

A5  ACCOUNT BOOKS

[Account Books]
Vol 95  1939 - 1964
Vol 96  1940 - 1955
Vol 97  1940 - 1961
Vol 98  1944 - 1964
Vol 99  1944 - 1958
Vol 100 1945 - 1961
Vol 101 1954 - 1973
Vol 102  c1957 - 1967
Vol 103  Nov 1962 - Oct 1965
Vol 105 1967 - 1969
Vol 106 1967 - 1973
Vol 107 1967 - 1973  1 – 697
Vol 108 1967 - 1972  753 – 1046

Outstanding Accounts
Vol 109  Aug 1937 - Aug 1949

Account Index
Vol 110  [no date]

A6  MINUTE BOOKS

Meetings of Directors
Vol 111  Oct 1924 - Sep 1941
Vol 112  Jul 1929 - May 1952
Vol 113  May 1948 - Nov 1969
Vol 114  Sep 1949 - June 1967
Coulls, Somerville Wilkie Ltd
Vol 115  Oct 1967 - June 1972

Whitcombe & Tombs Social Club
Vol 116  Sep 1948 - Oct 1957
Vol 117  Oct 1957 - Nov 1966

Whitcombe & Tombs Pension Fund
Vol 118  Dec 1963 - June 1979

Quality House Ltd

Excel Plastics Ltd
Vol 120  Aug 1964 - June 1969

Office Typewriter Company Ltd
Vol 121  Apr 1938 - Jul 1980

A7 SHARE REGISTERS

Shareholders’ Register
Vol 122  1882 - 1905
Vol 123  1907 - 1915
Vol 124  c. 1915 - 1932
Vol 125  c. 1923 - 1960

Staff Share Register
Vol 126  c. 1920 - 1952

Share Register - Quality House Ltd
Vol 127  1947 and 1960

Share Transfer Books
Vol 128  c. 1898 - 1914
Vol 129  c. 1908 - 1923

Shareholders
Vol 130  07 Feb 1983  Computer Printout
A8 ANALYSIS BOOKS

Sales Analysis Books
Vol 132 Dec 1974 - Dec 1975

Sales Categories Book
Vol 133 Oct 1973 - Sep 1974

Summary of Branch Totals
Vol 134 Apr 1975 - May 1976

Analysis Book
Vol 135 Dec 1974 - June 1975

Analysis Books – various branches
Vol 136 Karangahape Road Mar 1974 - May 1976
Vol 137 Pakuranga Sep 1973 - May 1976
Vol 138 Queen Street, Cash Sales Jul 1967 - Nov 1969
Vol 139 Manurina Mar 1973 - May 1976
Vol 140 Takapuna Nov 1972 - May 1976
Vol 141 Mangere Jan 1974 - Apr 1975
Vol 142 Glenfield Dec 1971 - May 1976
Vol 143 Auburn Street Jul 1973 - May 1976
Vol 144 New Lynn Jul 1967 - Mar 1979

Trade Monthly Sales
Vol 146 Jul 1965 - Mar 1969

Sales Progress Totals
Vol 147 Jul 1965 - Mar 1969

Daily Sales Dissection - Queen Street
Vol 148 Apr 1975 - May 1976

A9 MISC. VOLUMES

Publications Books
Vol 149 Jan 1922 - Jul 1926
Vol 150 Apr 1926 - May 1931
Vol 151 Aug 1938 - Dec 1944
Vol 152 1956 - 1962

Foreign Collection Order Book
Vol 154       Jul 1958   -   Sep 1961

Invoice Book - Hilton Plastics Ltd
Vol 155       Apr/June 1969

Order Book
Vol 156       May 1954   -   Jul 1958

Debenture Coupons Book
Vol 157       1901      -   1903

Registered Mail, Receipts
Vol 158       Apr 1982   -   Jan 1984

Plant Register
Vol 159       1959      -   1974

Advertising Scrapbook
Vol 160       1986      -   1987

High Street Stationery

Pen Repairs Register
Vol 162       June 1974  -   Mar 1978

Newspaper Clippings
Vol 163       1936      -   1955

Book of cheques issued
Vol 164       Sep 1977   -   Dec 1985

Merchandising Manual
Vol 165       1980      -   1986
Vol 166       1980      -   1986

Overseas Orders
A10 LOCKED VOLUMES

Wage Books
Vol 168 Wage Book
Vol 169 Wage Book

Minute Books
Vol 170 Minute Book

Untitled volumes
Vol 171 Untitled Volume
Vol 172 Untitled Volume
B BALANCE SHEETS & ANNUAL REPORTS

B1 BALANCE SHEETS

Hamilton - Bank Statements
Vol 173 Aug 1959 - June 1968

Coulls, Somerville Wilkie Ltd - Annual Accounts
Vol 174 1964 - 1968

Coulls, Somerville Wilkie Ltd – Balance Sheets
Vol 175 1972 - 1973

Packwell Cartons Ltd – Balance Books
Vol 176 1959 - 1960

BOX 1

Folder 1 Whitcombe & Tombs Ltd - Balance Sheets
1895 1901 1908 1916
1896 1902 1910 1917
1897 1903 1912 1918
1898 1904 1913
1899 1906 1914
1900 1907 1915
(typescript and holograph)

Folder 2 Whitcombe & Tombs Ltd - Profit & Loss Account
1897 1903 1909 1915
1898 1904 1910 1916
1899 1905 1911 1917
1900 1906 1912 1918
1901 1907 1913
1902 1908 1914
(typescript and holograph)
For Whitcombe & Tombs Ltd - Trading, Profit & Loss Account
1914 - 1919

[See Box - Out-sized Items]

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<th>Whitcombe &amp; Tombs Ltd - Balance Sheets – Dunedin Branch</th>
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Whitcombe & Tombs Ltd - Balance Sheets & Profit & Loss – Dunedin Branch
1919
1920
Undated
(holograph and printed)

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<th>Whitcombe &amp; Tombs Ltd - Annual Balance Sheets – Wellington Branch</th>
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Whitcombe & Tombs Ltd - Annual Balance Sheets & Profit & Loss Account – Wellington Branch
1919
1920

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Whitcombe & Tombs Ltd - Balance Sheets & Profit & Loss Account – Auckland House
1919
1920
Whitcombe & Tombs Ltd - Profit & Loss Account – Auckland House
1918

(All contents typescript)

Folder 6  Whitcombe & Tombs Ltd - Annual Balance Sheets – Christchurch Branch
1899  1902
1900  1919

Folder 7  Whitcombe & Tombs Ltd - Annual Balance Sheets – Melbourne Branch
1904  1909  1913  1917
1905  1910  1914  1919
1906  1911  1915  1920
1907  1912  1916
(holograph and typescript)

Folder 8  Expenses – Christchurch House
1907-1908
(typescript; 1 leaf)

Annual Balance Sheet – Christchurch & Dunedin Branches
1897
(holograph; 1 leaf)

Balance Sheet containing figures for Christchurch, Dunedin, Wellington, Auckland and Melbourne
1916
1917
1918
(typescript; 1 leaf)

‘Director’s Report and Balance Sheet of the New Zealand Schoolmaster Newspaper Coy’
1891
(printed; 1 leaf)

Folder 9  Whitcoulls Ltd - Annual Statistics
1985/86
Folder 10  Canterbury Club Company Ltd & Canterbury Club - Joint Balance Sheets  
31 July 1884  
31 July 1885  
31 July 1886  
31 July 1887

Folder 11  Mason, Struthers & Co - Directors’ Report & Statement of Accounts  
1959

Folder 12  Whitcombe & Tombs Pension Fund – Annual Accounts  
1964  1968  1972  
1966  1969  1973  
1967  1970

Letter from G.R. Crump, Secretary, Whitcombe & Tombs Pension Fund, to members, [1971 or 1972], re. amendments.  
(printed; 1 leaf)

Letter from Earl, Kent, Massey, Palmer & Hamer, Barristers & Solicitors, to J.B. Clark, Whitcombe & Tombs Ltd, 1 November 1966, re Whitcombe & Tombs Pension Fund.  
(typescript; 2 leaves)

Letter from Earl, Kent, Massey, Palmer & Hamer, Barristers & Solicitors, to The Secretary, Whitcombe & Tombs Pension Fund, 19 May 1972, re employees leaving the service.  
(typescript; 2 leaves)

Minutes of meeting held in Mr Davison’s office on 29th April 1966 re. payment from Australia.  
(typescript; 1 leaf)

Folder 13  Printing & Packaging Corp Pension Fund – Annual Accounts  
1975  1977  1979  
1976  1978

**B2  ANNUAL REPORTS**

**Whitcombe & Tombs Ltd – Annual Reports**  
Vol 177  1883–1950

**Whitcombe & Tombs Ltd – Annual Reports**  
Vol 178  1952–1964
## BOX 1 cont.

<table>
<thead>
<tr>
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For Annual Report 1985

[see Box 20 - Out-sized Items]

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1917  1934  1948  1963
1918  1935  1949  1964
1919  1936  1950  1984
1920  1937  1951

BOX 2.

Folder 17  Printing & Packaging Corporation Ltd – Annual Reports
1971  1977  1980
1976  1979  1982

Folder 18  Printing & Packaging Corporation – Annual Reports [SECOND SET]
1976  1978  1980
1977  1979  1982
C1 Publications – Non-Whitcoulls

‘The Great Sire Lines’
Vol 179–83 Edited and compiled by W.H.E. Wanklyn and printed by Whitcombe & Tombs Ltd. (5 copies)

Illustrated London News
Transferred to Serials June 2009
Vol 184  1842 Vol 211  Jan-June 1864
Vol 185  Jul-Dec 1843 Vol 212  Jul-Dec 1864
Vol 186  Jul-Dec 1844 Vol 213  Jul-Dec 1865
    Jan-June 1845    Jan-Dec 1866
    Jul-Dec 1845 Vol 214  Jan-June 1867
Vol 187  Jan-June 1846
Vol 188  Jan-June 1847 Vol 215  Jan-June 1868
Vol 189  Jul-Dec 1847 Vol 216  Jul-Dec 1858
Vol 190  Jan-June 1849 Vol 217  Jan-June 1869
Vol 191  Jul-Dec 1849 Vol 218  Jul-Dec 1869
Vol 192  Jan-June 1850 Vol 219  Jul-Dec 1870
Vol 193  Jul-Dec 1850 Vol 220  Jan-June 1871
Vol 194  Jul-Dec 1851 Vol 221  Jan-June 1872
Vol 195  Jan-June 1852 Vol 222  Jul-Dec 1872
Vol 196  Jul-Dec 1852 Vol 223  Jan-June 1873
Vol 197  Jan-June 1853 Vol 224  Jul-Dec 1873
Vol 198  Jan-June 1856 Vol 225  Jan-June 1874
Vol 199  Jul-Dec 1856 Vol 226  Jul-Dec 1874
Vol 200  Jul-Dec 1856 Vol 227  Jul-Dec 1875
Vol 201  Jul-Dec 1858
Vol 202  Jul-Dec 1859
Vol 203  Jan-June 1860
Vol 204  Jan-June 1861
Vol 205  Jul-Dec 1861
Vol 206  Jul-Dec 1861
Vol 207  Jan-June 1862
Vol 208  Jul-Dec 1862
Vol 209  Jan-June 1863
    Jul-Dec 1863

¹ Volume 210 is a duplicate volume. Volume XLIII, July-December 1863 is absent from this series.
‘New Zealand: an emerging force’
Distributed in New Zealand by Whitcoulls Book & Stationery Stores. (2 copies)

BOX 2. cont.

Folder 19  Invicta News
1946           (Includes history of Coulls brothers)
1947

Invicta Offcuts
1944
1951

Folder 20  Brierley Investments Ltd – Annual Report
1982  1987
1984  1988
1985  1989
1986  1990

Folder 21  Norton Opax New Zealand Ltd
Artist’s Brushes & Mediums for the New Zealand Artist
Brierley Cromwell Property
Hallmark Cards

Folder 22  Kogigami
The New Zealand Stationer
February 1990
June 1990

Radio Scene, Radio Nelson Newsletter
August 1990

Folder 23  Books of Today
1941  Jan, Mar, Apr, May, June, Jul, Aug, Sep, Oct, Nov, Dec
1942  Jan, Feb, Mar, Apr, May, June, Sep, Oct, Nov, Dec
1943  Jan, May, June, Jul, Aug, Sep, Oct, Nov, Dec
1944  Mar, Apr, May, Jul, Aug, Sep, Oct, Nov, Dec
1945  Jan, Feb, Mar, Apr, May, June, Jul, Aug, Sep, Oct, Dec
1946  Feb, Mar, May, June, Jul, Aug, Sep, Oct, Nov, Dec
1947    Jan-Dec
1948    Jan, Mar, Apr, May, June, Jul, Aug, Sep, Oct, Nov, Dec
1949    Jan, Feb, Mar, Apr, May, June, Jul, Aug, Oct, Nov, Dec

Folder 24 Books of Today
1950    Jan-Dec
1951    Jan-Dec
1952    Jan-Dec
1953    Jan, Mar, Apr, May, June, Jul, Aug, Sep, Oct, Nov, Dec
1954    Jan-Dec
1955    Jan-Dec
1956    Jan, Feb, Mar, Apr, Jul, Aug, Sep, Oct, Nov, Dec
1957    Jan-Dec
1958    Jan, Feb, Mar, Apr, May, June, Aug, Sep, Oct, Nov Dec
1959    Jan, Feb, Mar, Apr, May, June, Aug, Sep, Oct Nov, Dec

Folder 25 Books of Today
1960    Jan, Feb, May, June, Aug, Sep, Oct, Nov, Dec
1961    Jan, Feb, Mar, Apr, May, Jul, Aug, Nov, Dec
1962    Jan, Feb, Mar, Apr, May, June, Sep, Oct, Nov/Dec
1963    Feb, Mar, Apr, May, June, Jul, Sep, Oct, Nov/Dec
1964    Jan, Feb, Apr, May, June, Jul, Oct
1965    Feb, Mar, Apr, June, Aug, Oct
1966    Feb, Apr, June

Folder 26 “Melbourne up-to-date”
Booklet of photographs. Includes two picture postcards of Melbourne street scenes.

C2 PUBLICATIONS - WHITCOULLS

Folder 27 Printpac Staff News
October 1972
January 1973

Printing & Packaging Corporation Ltd
Brochure

Printpac Partners
December 1986

Folder 28 Backchat, Whitcoulls Staff Newsletter
1986    Jul, Aug, Sep, Christmas
1987    Jan, June, Aug/Sep
1988    Mar/Apr, June/Jul, Oct/Nov
<table>
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For Whitcoulls Forum, a journal for staff and management

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[see Box 20 - Out-sized Items]

**BOX 3**

**Folder 29** Whitcoulls Forum, a journal for staff and management

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**Folder 30** Whitcoulls Staff Newsletter

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**Folder 31** Whitcoulls Shoptalk on books, stationery & office products

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Folder 32  **Whitcoulls Shoptalk on books, stationery & office products**

Folder 33  **Whitcoulls Shoptalk on books, stationery & office products**

Folder 34  **Staff Training Records – Audio cassettes**

For original LPs records see **Box 20 - Out-sized Items**

Folder 35  **Complete Office Catalogue**

**Office Products Catalogue**

1986

Folder 36  **Secondary School Textbook Catalogue**

**Whitcoulls Educational School Stationery Catalogue**

1982

**School Stationery Price List**

1986–87

Folder 37  **“Whitcombe & Tombs wit and wisdom” by Nevile Lodge**

**Cartoon booklet**
Folder 38  Press cuttings 1964–1965

“Shop rises like phoenix, shining new”  
Southland Daily News, 25 May 1964  
Re. fire at Coulls, Somerville Wilkie Ltd, Kelvin St, Invercargill  
(2 copies)

“Severe fire damage to city shop”  
Southland Times, 2 April 1964  
Re. fire at Coulls Somerville Wilkie Ltd, Invercargill.

“Fire races through city premises”  
Southland Daily News, 2 April 1964  
Re. fire at Coulls Somerville Wilkie Ltd, Invercargill

“Renovations to Coulls Somerville Wilkie Kelvin Street store now complete”  
Southland Times, 26 May 1964  
Re. fire at Coulls Somerville Wilkie Ltd, Invercargill

Notice from George A. Russell re. painting of rebuilt Coulls Somerville Wilkie Ltd  
Southland Times, 26 May 1964

“Melhops keep progress with Southland”  
Southland Daily News, 11 April 1965  
Re. engineering firm. Contains congratulations notice from Coulls Somerville Wilkie Ltd to Melhops new premises.

Folder 39  Press cuttings 1985-1989

“Whitcoulls bigger brighter and better, City Mall, Cashel St”  
The Star, 28 October 1985  
Star advertising feature, pages 19–22

“Whitcoulls bigger brighter and better, City Mall, Cashel St”  
The Press, 29 October 1985  
Pages 25–28, similar to The Star’s article

“Whitcoulls bigger brighter and better, City Mall, Cashel St”  
The Press, 7 November 1985  
Includes Whitcoulls adverts. Pages 26–30.

‘Whitcoulls bigger brighter and better, City Mall, Cashel St’  
‘Whitcoulls arcade opens today’
The Press, 18 November 1985
Re. city mall, Cashel St. Pages 16–21

‘Whitcoulls bigger brighter and better, City Mall, Cashel St’

‘Whitcoulls on the move. Whitcoulls celebrate opening of new centre’ [at corner Peterborough and Colombo Streets]
The Press, 7 July 1987

‘Farewell to book trader – but not end of story’
Otago Daily Times, 13 November 1987
Re. retirement of George Adamson
Includes photograph, 2 copies plus 2 photocopies

‘Whitcoulls bigger brighter and better, City Mall, Cashel St’

‘Shop goes bush in centre of mall’
News Advertiser, 20 February 1989
Re. Hornby Mall Whitcoulls shop

‘Sales pitch’
Christchurch Press, 14 February 1989
Re. Whitcoulls branch at Hornby Mall.

‘Collection under canvas’
Re. Whitcoulls branch at Hornby Mall. Note says date 13 February 1989. Includes photograph of Manager Rodger Grant and store.

Adverts re places where Richard Hadlee signing book. Includes Whitcoulls.
Christchurch Star, 10 October 1989


‘Move up with … Whitcoulls’
Timaru Herald, 31 July 1990
Re. new shop at Stafford Mall. Pages 13–18.

‘Stafford Mall celebrates Whitcoulls birthday’
Timaru Herald, 22 August 1991
Pages 14–16.

Folder 41 Advertising material
D PRINTING BLOCKS

BOX 4
Decorative printing blocks
38 metal printing blocks mounted on wood of various sizes and designs

E WHITCOMBE’S AUSTRALIAN SCHOOL BOOKS

BOX 5
Whitcombe’s Vivid History Readers
Grade III  Myths, Legends & Stories of World History
Grade IV  Stories of Exploration Myths & Stories of World History
Grade V  The British People in the making
Grade VI  The British People in the making
Grade VII  The Expansion of the British Isles
Grade VIII  A history of the Modern World

Whitcombe’s Western Australian Reader
Class III  Myths, legends & stories of World history
Class IV  Stories from English history & stories of exploration & world history
Class V  The British people in the making
Class VI  Britain and the Empire

The South Australian History Reader
Grade III  Stories old and new
Grade IV  The storied past
Grade V  Stories of the British Nation
Grade VI  Life at home & adventuring abroad
Grade VII  A changing world

Whitcombe’s History Plays
Grade III,
Grade IV
Grade V
Grade VI
Tasman Reader
   Grade III
   Grade IV
   Grade V
   Grade VI

Victorian Readers
   Third Book
   Fourth Book
   Fifth Book
   Sixth Book
   Seventh Book
   Eighth Book

Founding of the Australian States and New Zealand – Charles R. Long
   (1933)

The story of Australian Industries – H.L. Harris (1938)

Notable pathfinders to Australia – C.H. Currey (1941)

Notable pathfinders to Arctica – C.H. Currey (1941)

Whitcombe’s Briar Rose Primer

Whitcombe’s Australian Nature Story Readers
   Spotty the Bower Bird & other stories – Edward S. Sorenson

Whitcombe’s Recorded Stories
   The timid train & The maker of music – Ru Pullan

The Lansdowne Readers
   Grade 2 Book 1   Tales of the flying fox
   Grade 2 Book 2   Tales of the flying fox
   Grade 3 Book 1   Marco discovers Australia
   Grade 3 Book 2   Marco discovers Australia
BOX 6

Whitcombe’s Human Geography
Standard III

Whitcombe’s Human Geography for Queensland Schools
Grade II
Grade III
Fourth Grade

Whitcombe’s Human Geography for Australian Schools
Third Class
Fourth Class

Whitcombe’s Human Geography Reader
Grade III

Whitcombe’s Human Geography
Sixth Class

Whitcombe’s History and Geography Pictures
Grade VII
Grade VIII

Whitcombe’s Junior Pictorial Atlas for young Australians

Whitcombe’s Senior Pictorial Atlas for young Australians

Whitcombe’s Contour Atlas for Australia

Philip’s School Atlas of the World and the Commonwealth of Australia

Whitcombe’s Social Studies Series
Third Class
Short stories about notable persons & events in Australian & world history – C.H. Currey and Jessie Braithwaite (1945)

Fourth Class
Aspects of everyday life in Australia from 1788-1888 and in ancient and medieval times – C.H. Currey (1946)

Whitcombe’s Geography Project Book
Standard IV
Standard V
Standard VI
Whitcombe’s Domestic Science Scholar’s Note Book
For Grade VI and Form F

Whitcombe’s Progressive Nature-study Workbook and Observation Calendar – J.A. Leech

The Happy Days Series
My free period book. The twins’ party

Whitcombe’s New Syllabus Copy Book
Fourth Grade
Fifth Grade
Sixth Grade

Whitcombe’s Health Note Book Series. My Notebook of Health
Grade 4
Grade 5
Grade 6

Whitcombe’s Pictorial Story of Australia

The Astral Primer
No. 1 First steps at school

A Grade III Reader for Catholic Schools
Marco discovers Australia. Book 1 (1961)

Australian Literature Primers
Tennyson – R. Lawson (1932)
Wordsworth – A.R. Osborn
Milton – R. Lawson
Shelley – A.R. Osborn
Pope – R.L. Blackwood
Keats – R.L. Blackwood

South Australian Progressive English Course for Primary Schools
Grade III
Grade IV
Grade V
Grade VI
Grade VII
Whitcombe’s Progressive English Course
   Grade III
   Grade IV
   Grade V
   Grade VII and Form F


English through reading – P.J. Worsnip & E. McKenzie (1964)
   For Grade 3
   For Grade 4

Bookkeeping exercises – W.M. Smyth

Progressive Book-keeping Exercises
   Part 1 Junior

Key to progressive book-keeping exercises
   Part 1 Junior

The story of New Zealand
   Book II The Pioneers

Southern Cross Series
   Health reader – J.S.C. Elkington

Whitcombe’s Classified Exercises in English
   Form 1 (St 5) & Grades VI & VII
   Form II (St 6) & Grades VII & VIII
   Standard IV & Grade V


Southern Cross Weather Calender and Nature Study note book

Home Science Scholar’s note book

Southern Cross Domestic Science Scholar’s note book
F   WHITCOMBE’S STORY BOOKS & READERS

BOX 7
Whitcombe’s Story Books No. 1 – 369

BOX 8
Whitcombe’s Story Books No. 370 – 544

BOX 9
Whitcombe’s Story Books No. 545 – 635

BOX 10
Whitcombe Story Books No. 636–66
Whitcombe’s Reading Books

Ring-o-Roses Series
53  Six little Elves
54  Bobby Bly
55  The pot of gold
56  Goblin Hill
57  The tale of the birds
58  Little Tom Thumb
59  Baa baa black sheep
60  The greedy goblins
61  The bears and the pears
62  The pink Foxglove
63  Betty’s blue hat
90  Tell tilt
91  The red Elf
92  The ten pegs
93  Sambo
94  Six wee crabs
95  The silly pigs
96  Fun for a pin
97  Molly
98  Dot and Tot
99  Billy Bun
Song o’sixpence Series
F1 Mr Golliwog’s friends
F2 Betty’s birthday party
F3 Sly Mrs Spider
F4 A windy day
F5 The three snails
F6 A mouse story
F7 The three little spinners

Whitcombe’s Progressive Series
First
Second
Third
Fourth
Fifth
Sixth

Whitcombe’s Progressive Series
First Progressive Primer
Second Progressive Primer
Third Progressive Primer
Fourth Progressive Primer
Fifth Progressive Primer
Sixth Progressive Primer

Whitcombe’s Progressive Series
Tiny tot’s Primer

Progressive Phonetic Primer
Book 1
Book 2
Book 3

Live Readers for the Modern Child
(Includes copies with different covers but possibly same text)
Book 1 My family x 6 (3 versions)
Book 1A More about my family x 3 (2 versions)
Book 2 My book of nursery rhymes x 3 (2 versions)
Book 3 My book of work and play x 4 (2 versions)
Book 4 My book of stories and verses x 4 (2 vers)
Book 5 My book of folk-tales and fables x 4 (2 vers)
Book 6 My book of nature stories x 3 (2 versions)
Book 7 My book of poetry x 2

Live Readers for the Modern Child
Supplementary Reader Picture Series

33
Book A x 3 (2 versions)
Book B x1

The Teaching of Reading to Infants

Whitcombe’s Story books – Family Series
  No. 1  Playmates
  No. 2  Mary’s pets
  No. 3  Mary takes a walk
  No. 4  Michael’s toys
  No. 5  The two dogs
  No. 6  The three kittens
  No. 7  Christmas
  No. 9  At the beach
  No. 10 Up in the aeroplane

Step along Series
  No. 2  The red bus
  No. 3  Going to London
  No. 4  Cheeky monkey’s tricks
  No. 5  The blow-away hat
  No. 6  Listen to the band
  No. 7  Rusty Rooster
  No. 8  Spring cleaning
  No. 9  Johnny Scarecrow
  No. 10  Where is Dusty
  No. 11  Buster and the bulldozer
  No. 12  Little scallywag

Step along Stories
  Lindy goes to Sunday school
  Naughty Cathy
  Jumpy the kitten
  Too much rain
  Fun at the circus
  Pinto the school pony
  The paddling pool that flew
  Robin is lost

Whitcombe’s Stories – Nursery Rhymes Series
  NR1  Jack Sprat
  NR2  Pat-a cake
  NR3  Little Polly Finders
  NR4  Jack and Jill
  NR5  Queen of Hearts
  NR6  Sing a song of sixpence
Whitcombe’s Stories – Leaflet Series
   No. L101
   No. L102
   No. L103
   No. L1
   No. L2
   No. L3

Pacific Reader
   Reader 1
   Reader 3
   Reader 4
   Reader 5
   Reader 6

Southern Cross Readers
   No. 1
   No. 3
   No. 4

The teaching of reading to infants. A key to the method in the progressive primer series
BOX 11

Whitcombe’s Progressive Speller
   Book I
   Book II
   Book III
   Book IV

Whitcombe’s Austral Spelling Book
   Grade V

Whitcombe’s Improved Progressive Speller
   Book I

Whitcombe’s Spelling & Language Work for Merit Certificate

Exercises in Arithmetic for Australian Schools
   Grade II
   Grade III
   Grade IV
   Grade V
   Grade VI
   Grade VII

Whitcombe’s New Federal Arithmetic
   Grade II
   Grade III
   Grade IV

Whitcombe’s Federal Mental Arithmetic
   Book II

Answers to exercises in Arithmetic for Australian Schools
   II
   III
   IV
   V
   VI
The Austral Table book & Mental Arithmetic – H.F. Rix
   Grades 1,2 & 3 (Single volume)
   Grades IV, V, VI, VII, & VIII (Single volume)

Whitcombe’s Australian Arithmetic Answers
   Third Class

Whitcombe’s Southern Cross Primary Table Book

Whitcombe’s Southern Cross Table Book

Common Tables for Daily use

The Proposed Australia Decimal Coinage. A criticism and an
alternative proposal – Henry F. Rix

Original Progressive Arithmetic
   Standard III

Southern Cross Series - Whitcombe’s Progressive Arithmetic
   Grade IV
   Penny Table Book

Number is easy. Self-teaching and testing in basic number

Social Security Charge and National Security Tax computation
table (Card)

Southern Cross Domestic Science

Southern Cross Housewifery

Southern Cross Housewifery & Laundry Work

Gall’s Roll Book for seventeen names (Card)

Whitcombe’s Social Studies Series
   The story behind your newspapers

The fundamental music manuscript book

The slide keyboard scale-finder

   (1956)
A century of book publishing 1848–1948 (1948)

How and what to read – Reginald R. Buckley (1920)

The house of Reed. 50 years of publishing in New Zealand 1907–1957 (1957)

The house of Reed 1957–1967 (1968)

Sixty years a bookman – Joseph Shaylor (1923)

Nemesis and other stories – Lux (1907)

Nemesis and other stories – Lux (1907)

Author and Printer’s Dictionary – F. Howard Collins (1938)
H  TROPHIES

BOX 12

Various trophies

Whitcombe & Tombs Basketball Trophy Shield dated 11 October 1941

Whitcombe & Tombs Ltd Social Club Intersection Tennis Shield

Tennis shield

Bowls trophy
I OUT-SIZED ITEMS

BOX 20

Whitcombe & Tombs Ltd – Trading & Profit & Loss Account, 1914–1919

Whitcoulls Ltd – Annual Report, 1985

Two framed copies of ten shilling note [glass broken on small frame]

Whitcoulls Forum, A journal for staff & management
May 1973-Sep 1977

2 x Training Records (LPs)

Whitcoulls Internal Telephone Directory – Christchurch (Mounted on card; 2 copies), and New Zealand (printed; 3 leaves)

“Photocopy of Folder presented to Mina Mitchell, 28 Oct 1987, on her retirement from the firm” (1 file)

Whitcoulls Mission Statements (4 copies)

Whitcoulls Commitment Notice posters (1 item mounted on card, and 1 framed)

Poster of portrait of [Mr Whitcombe] (1 item mounted on card, 3 others unmounted)

The New Zealand Institute of Management Certificate of Membership for Whitcombe & Tombs Ltd, 24 November 1970 (framed)

“The IQ Company Sales Award (Unoficial), 1982, to Whitcoulls, Cashell St, Christchurch” (mounted on wood)

Drawing made for presentation to Peter Borne by Whitcoulls Ltd commemorating his promotion

Whitcombe & Tombs Ltd Christmas advertising flyer, 1886–87\(^2\). (4 printed sides) [FRAGILE]

\(^2\) This item was formerly in Box 24, Folder 54.
Folder 42  Share Certificates - Alfred Addison 1960 (3 leaves)

Whitcoulls Memorandum to all staff from Chief Executive Brian Pankhurst [1988] (printed; 1 leaf)

Whitcoulls Customer Relations Seminar [1981] (1 folder of loose leaves)

Menu for farewell dinner for Rob Sutherland, 1 Sep 1987 (typescript; 1 leaf)

9 Delayed order cards

Unobtainable/out of print card

Order card, Christchurch

Christmas card from General Manager Brian Pankhurst with envelope

3 Shelf cards - ‘Specially for you’, ‘You can do it’, ‘We personally recommend’

‘Select Hymns’ card for Hope & Sons Ltd, Funeral Directors

Menu and programme for Whitcombe & Tombs Ltd Annual picnic, 1 Feb 1908

Note re Mr P. Clark, who at the time of his death was Wellington Branch Manager (typescript; 1 leaf)

Notes re copyright of photographs, dated 24 Jan 1928 (typescript and holograph; 3 leaves)


Folder 43  Letter Book May - Aug 1904 (1 volume)
Deed between John Beaumont and Whitcombe & Tombs Ltd, 1891

Compliment card for sending book to be reviewed (1 leaf)

Notes re registration of Welsh Corgis about Nov 1938 (typescript; 3 leaves)

‘The Light Brigade. A handsome “Trooper” Fine American-built ship’ by Henry Brett (typescript; 2 leaves, 4 copies)

Share Certificates for The Junction Electric Gold Dredging Company - 6 Sep 1901, 8 Sep 1902, 30 June 1902 (3 certificates & 1 ‘Scrip’)

Share Certificates for - Alexandra Lead Gold Dredging Company Ltd - 9 May 1900, 19 August 1902 (2 copies), 10 Dec 1901 (4 certificates)

Memo from the Accountant, Whitcombe & Tombs Ltd, Auckland, to Mr W.R. Stagg, Christchurch House, 29 July 1965 (typescript; 1 leaf)

Notes re contents of ‘Carton A’ (holograph; 22 leaves and envelope)

Deed between L.M. Isitt Ltd and Whitcombe & Tombs Ltd, dated 13 June 1932 (2 copies)

Notes on history of Whitcombe & Tombs Ltd (typescript; 9 leaves, 2 copies)

Whitcombe & Tombs Ltd cheque to Waipawa County Permanent Building & Investment Society for £28-0-6 [Undated but possibly 1920s] (1 leaf)

Extract from ‘British & Colonial Printer & Stationer’, 23 September 1884, re Whitcombe & Tombs, Christchurch. (typescript; 1 leaf)

List of dates. Possibly for when branches opened. (holograph; 1 leaf)
Letter from Whitcombe & Tombs Ltd to the Joint Managing Director, Christchurch House, 30 August 1962 re date of establishment in Sydney. (typescript; 1 leaf)

Letter from Saw, Wheatley & Co to the Joint Managing Director, Whitcombe & Tombs, Christchurch, 30 August 1962 re establishment in Perth. (typescript; 1 leaf)

Letter from E.W. Clarkson to Mr F.M. Warren, 16 January 1918 re list of tenders for Whitcombe & Tombs factory in Christchurch. (typescript; 1 leaf)

Letter from Mr G.H. Whitcombe to the Chairman, Whitcombe & Tombs Ltd, 17 January [1916]. (typescript; 8 leaves)

Letter from B.C. Chilwell to P.A. Herman, 31 December 1915 re Durham Building. (typescript; 1 leaf)

Letter from P.A. Herman to F.M. Warren, 31 December 1915 re Durham Building. (typescript; 1 leaf)

Letter from P.A. Herman to Mr [G.H.] Whitcombe, 18 December 1915, re sites for branch in Auckland. (typescript; 3 leaves)

Letter from [unknown author?] to The Chairman, Whitcombe & Tombs Ltd, Christchurch, 17 Nov 1914, re setting up branch in Dunedin. (typescript; 6 leaves)

Agenda for meeting held 26 January 1934 (typescript; 5 leaves)

Letter from A.H. Hyatt to Whitcombe & Tombs Ltd, 17 November 1925, re price of printing press. (typescript; 1 leaf)

Note of property and buildings for Whitcombe & Tombs Ltd, includes Cashel and Colombo Street properties. (typescript; 1 leaf)

* Material added to Whitcoulls Archive, MS 99/95 on 19 th September 2007

Letter from L.W. McCaskill to The Editor, Mr Straubel, 15 April 1955, re editing suggestions for an edition of a botanical nature. (holograph; 3 leaves)

Folder 45 Conference of Managers held Wellington 29 Nov 1920 (typescript; mounted on stiff paper, 1 leaf)
Minutes of Second Conference of Managers held Christchurch 23 May 1921 (typescript; mounted on stiff paper, 2 leaves)

Minutes of Third Conference of Managers held Wellington 27 March 1922 (typescript; mounted on stiff paper, 2 leaves)

Recommendations to Directors made at Conference of Managers held at Christchurch 6–9th October 1924 (typescript; mounted on stiff paper, 3 leaves)

‘Finance’ (typescript; 2 leaves)

Notes of Managing Director for meeting of Directors, 15 October 1924 (typescript; 4 leaves)

[Notes of Managing Director continued?], 25 November 1924 (typescript; 2 leaves, only one mounted)

Recommendations to Directors made at Conference of Managers at Christchurch 15 March 1926 (typescript; 1 leaf, mounted on stiff paper on back of above 25 Nov 1924 Notes)

Conference of Managers held Christchurch 4 September 1929 (typescript; mounted on stiff paper, 2 leaves)

Conference of Managers held Wellington 10 April 1931 (typescript; mounted on stiff paper, 2 leaves)

Meeting of Managers held? 14 October 1933 (typescript; one mounted on stiff paper, 5 leaves)

* Material added to Whitcoulls Archive, MS 99/95 on 27th September 2001

Folder 45a Letter from O.C. Stokes to Messrs Whitcombe and Tombs Ltd, 14 April 1953, re copyright to book ‘Education of the horse’ by H.J. Alley (1913) (Holograph and Typescript copies, 1 leaf each).

Rough notes on above (Holograph, 2 leaves)

Folder 46 ‘Commemorative Bonus’, 28 August 1967 – re bonus payment to staff (typescript; 1 leaf)

Letter from McKnight to Advertising Manager, Whitcombe & Tombs Ltd, 1 February 1971, re Mr Peter Bruce Clark’s obituary. (holograph; 2 leaves)
Obituary for Mr Peter Bruce Clark (typescript; 1 leaf)

Laser copy of photograph of Bill Loft, Whitcombe & Tombs stationery representative in Auckland with caption re sales of pens. (Laser copy of photograph and typescript text; 1 leaf)


Papers on ‘South Lambton Quay Conservation Area, Wellington’. Includes map, list of buildings, and photocopies of photographs of some of the buildings. (mixed; 7 leaves)

‘Application for shares’, Application to buy shares in Whitcombe & Tombs Ltd, dated 21 September 13 October 1883. Numbered by hand 1 to 36. (printed and holograph; 34 leaves)

Application for shares by George H. Whitcombe, 5 December 1898. (printed and holograph; 1 leaf)

‘Memorandum of Association and Articles of Association of Whitcombe & Tombs Limited’. (printed booklet; paged 5–48)

‘Notice of Call’, Notices of Extraordinary General Meeting of Shareholders held 14 July 1948 and 30 July 1948. (printed; 2 leaves)

‘Notice of Extraordinary General Meeting’ held 22 November 1957. (printed; 1 leaf, 3 copies)

‘Notice to Call’, Notice of share dividend, dated 20 August 1948. (printed; 1 leaf, 2 copies)

‘Preliminary Notice to Shareholders’, dated 22 November 1957. (Printed, 1 leaf, 2 copies)

‘Coulls Somerville Wilkie Ltd. – Offer for Acquisition of Preference Shares’, re merger of Whitcombe & Tombs Ltd with Coulls Somerville Wilkie Ltd to form Printing & Packaging Corporation Ltd. Dated 1971. (printed booklet)

‘Coulls Somerville Wilkie Ltd. – Explanation of Proposed Merger of Interests with Whitcombe & Tombs Ltd in a holding company to be called Printing & Packaging Corporation Ltd. Formal Offer
and Acceptance Documents’. Dated 1971. (printed booklet; paged 1–19)

‘Coulls Somerville Wilkie Ltd. – Explanation of Proposed Merger of Interests with Whitcombe & Tombs Ltd in a holding company to be called Printing & Packaging Corporation Ltd and Notice of Extraordinary General Meeting’. Dated 1971. (printed booklet; paged 1–15, 2 copies)

‘Visual Packages Ltd’ – listing of important dates 1957 to 1973. (typescript; 2 leaves)

Letter from Michael Pope, Marketing Manager, Whitcoulls Ltd, to Ms Sarah Allison, Project PR Limited, 18 October 1985, re Cashel Street Opening Features. (Typescript; 1 leaf)

‘A nine-months Balance Sheet from November 1st 1882 to August 31st 1883’ for Whitcombe & Tombs. (printed; 1 leaf, 2 copies)


‘Prospectus’ for Whitcombe & Tombs, dated 12 September 1883. (typescript and typescript (photocopy); 2 leaves, 2 copies)

‘Company established 1883’ – notes of dates and events in company history (typescript (photocopy); 1 leaf)

‘Memorandum of Agreement’ between Whitcombe & Tombs Ltd of Christchurch and Thomas Stewart Knight, 29 July 1934. (typescript (photocopy); 2 leaves)

‘Twenty-first Dividend’ – Union Bank of Australia Ltd cheque for George Tombs, dated 22 March 1894. (printed and holograph (photocopy); 1 leaf)

Notebook containing sales figures of ‘Zone of Water’ and ‘Why is the [Bulk]’, dated 10 February 1886. (holograph)

Notebook containing sales figures of ‘Patterson’s Geography of New Zealand’ and ‘Morris Interest Tables’, dated 29 July 1884 & 30 August [1884]. (holograph)

Notebook containing sales figures of ‘Recollections’, dated 19 June [1883]. (holograph)
Notebook containing sales figures of ‘Mistaken Views’, dated 6 December to 10 Mar [Year?]. (holograph)

Notebook containing sales figures of ‘Hill’s Geography’ [First Lessons in Geography by Mr H. Hill], dated 6 September 1884, and Diaries, dated 16 September. Includes two reviews of Hill’s Geography from Hawkes Bay Herald 23 September 1884 and New Zealand Herald 18 October 1884. (holograph and press cuttings)

Notebook containing sales figures of ‘Cyclostylas’, dated 2 January to 9 July 1885. Includes list of Agents with [fees?]. (holograph)

Receipt from Joseph Braithwaite, [Importer of books etc] to Whitcombe & Tombs, Christchurch, dated 13 November 1885. (printed and holograph; 1 leaf) [FRAGILE]

Menu card for dinner given to H.W. Burgess by Whitcombe & Tombs Ltd on the occasion of his retirement from management from the Wellington Branch, 6 July 1907. Includes toast list and menu. (printed card; 2 leaves)

Christmas card with ‘The Shipowners Liability’ printed on front. Unused. (printed card; 1 leaf)

Photographic illustrations of prize winning window decorations in Auckland, Christchurch and Dunedin. 5 pictures. (printed; 1 leaf)

Whitcoulls Ltd Branch Address List. Mostly details of shops in Auckland. (printed; 2 leaves)

‘Whitcoulls Free Paperback Scheme Record Book’. Record of purchases from 7 April 1988 to 22 February 1997. (printed and holograph; 8 x 11 cm)

‘Whitcombe & Tombs Ltd Book of Rules’. (printed booklet; paged 1–18, 9 x 12 cm)

‘Teachers’ Guide to Whitcombe & Tombs Ltd, Wellington Branch’. (printed booklet; no page numbers, 9 x 16 cm)


‘Royalty Account’ for Messrs Whitcombe & Tombs Ltd with George G. Harrap & Co. Ltd., dated for years ending 31 December 1929, 1930 and 1931. Includes ‘Uncles Three’ [1929], ‘Rifle and Tomahawk’ [1929], ‘Lawless Days’ [1929, 1930, 1931]. (printed and holograph; 5 leaves)

Memo from Manager, Whitcombe & Tombs Ltd, Hamilton, to Mr Waller, Christchurch House, Date-stamped 20 June 1960, re photographs taken at book sale. (typescript; 1 leaf)

‘School Stationery Trade Price List, Whitcombe & Tombs Ltd, undated. (typescript; 3 leaves)

From address label from Whitcombe & Tombs Ltd to Mr A. McBean, dated 27 September 1963. (printed and holograph; 1 leaf)

‘Application to post articles unaddressed’, dated 9 September 1966, re. mailing of [leaflets’ by Whitcombe & Tombs Ltd, Christchurch. (printed and holograph; 1 leaf) FRAGILE

Notice re. publication of map of ‘War between Russia and Turkey’ by Whitcombe, Temperton & Co., dated 8 May 1877. (printed; 1 leaf)

Valuation certificate for plant at Messrs Lyon & Blairs factory, [Wellington?], dated 10 November 1894, signed by Edwin Hicks, Thomas Johnson, and James Caffin. (holograph; 1 leaf)

Bond between Whitcombe & Tombs Ltd, Wellington, and John Rutherford Blair, Settler, and Thomas William Hislop, Solicitor, for £100, dated 21 November 1894. (printed and holograph 1 leaf)

Memo from C.A. Hickson, Stamp Department, to Messrs Whitcombe & Tombs Ltd re purchase of Messrs Lyon & Blair and the transfer of license and deposit of stamps, dated 26 November 1894. (holograph; 1 leaf)

Notes re. sales of ‘Progressive Primers and other school books. (holograph; 1 leaf)
Folder 47  'The Wicket Gate’, a Sunday School Manual. Printed by
Whitcombe & Tombs Ltd. (printed booklet; paged 1–161)

‘Aunt Daisy’s Second Scrap Book. Some favorites from my
broadcast’ by Aunt Daisy. Printed by Whitcombe & Tombs.
(printed booklet; paged iii – xxxv)

‘Otago celebrates a century of achievement 1848–1948’ (printed
brochure)

8, 1 May 1981.

Folder 48  ‘The New Zealand Labour Movement, c1880-1950. The
Whitcombe & Tombs Dispute, 1890’, by Anne Crighton,
November 1983. Essay for History Honours paper 615. (typescript;
spirally bound, paged 1–36)

‘The influence of Whitcombe on the printing and publishing
for third year History course at Christchurch Teachers College.
(typescript; paged 1–32, 4 copies)

K  WHITCOMBE & TOMBS LTD HISTORY

Folder 49  Jubilee History – Draft Chapters

Draft chapters written for Jubilee history of Whitcombe & Tombs
Ltd in 1933. (mostly typescript with some holograph)

Folder 50  Jubilee History – Draft Notes

Draft notes written for Jubilee history of Whitcombe & Tombs Ltd
in 1933. (mostly typescript with some holograph)

Folder 51  Notes on Whitcombe & Tombs History

Various notes written about history of Whitcombe & Tombs Ltd.
(Typescript)

Folder 52  Correspondence 1916–1982
Mostly to do with preparation of Jubilee History in 1933. (typescript and holograph)

**Folder 53** Photographs

Includes photographs of interior of shops, displays, the Board, exterior of buildings and fire damage at Christchurch shop.

**Folder 54** Press cuttings and Advertising material


‘Mr E.S. Bowden’. Obituary Notice for Ernest Somerset Bowden. [Source unknown]

Article re arrival of Mr & Mrs B.E.H. Whitcombe’s arrival in England. Labelled ‘London May 24’.


‘Lambton Quay Wellington’s leading shopping centre’, The Dominion, 19 April 1971, p. 10.

‘Disastrous fire in heart of city’, The Evening Star, 9 May 1955, pages 1, 2, 5, 6, and part of page. Re fire at Whitcombe & Tombs shop in Princes Street, Dunedin.

‘Another £100,000 fire in the city’, The Otago Daily Times, 9 May 1955, page 1. Re fire at Whitcombe & Tombs shop in Princes Street, Dunedin.


‘Students may remove custom’, The Star, 11 July 1966. Re. students at University of Canterbury being dissatisfied with service by a city bookshop.
‘Long-service employees of a Christchurch firm’, The Press, 7 March 1967. Re. staff at Whitcombe & Tombs Ltd. Includes photograph with names in caption.


Christmas advertising leaflet for ‘Whitcombe & Tombs Limited Cashel St, Christchurch. (printed; 1 leaf)

Advertising notice re ‘Whitcombe Ferry Book Fair’, held 24–28 August. (printed; 1 leaf)


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L WHITCOMBE FAMILY PAPERS

Folder 55 Whitcombe Family Photographs

9 x black and white photographs of family members

Folder 56 Whitcombe Family

‘Legend in handwriting of B.E.H. (Bertie) Whitcombe…’ Notes on history of Whitcombe family (typescript; 1 leaf)

‘Information re family – Mrs Remmidge’ [Daughter of C.H. Whitcombe] (typescript; 1 leaf)

‘Register of births of the Whitcombe family’ (typescript; 4 leaves, 2 copies)

‘Enzedder No 3’ re. visit to Whitcombes (typescript; 1 leaf)
‘Tracing the Whitcombe family back 800 years. Sir Samuel Whitcombe married Sir Thos Aubrey’s daughter’. (Article mounted on card)

Folder 57  Fannie Allington Whitcombe

Will of Fannie Allingham Whitcombe, 22 Oct 1924. [Fannie Allington Whitcombe was the wife of B.E.H. Whitcombe] (typescript and holograph; 1 leaf plus envelope)

Folder 58  George Hawkes Whitcombe

Will of George Hawkes Whitcombe, 3 May 1917 (typescript; 11 leaves)

Certified Copy of Death Certificate for Mr G.H. Whitcombe, who died 13 August 1917 (typescript and printed; 1 leaf)

Cemetery receipts for Christchurch Cemetery, 18 October 1878 from Mr Geo. H. Whitcombe. (holograph and printed; 1 leaf)

Letter from Public Trust Office to Mr B.E.H Whitcombe, 11 December 1933, re. estate of G.H. Whitcombe (typescript; 2 leaves)

Letter and balance sheets from Public Trust Office to Mr B.E.H. Whitcombe, 16 January 1934, re. estate of G.W. Whitcombe. (typescript; 5 leaves)

Letter and balance sheet from Public Trust Office to Mr B.E.H. Whitcombe, 1 October 1935, re. estate of G.W. Whitcombe. (typescript; 2 leaves)

Letter from Public Trust Office to B.E.H. Whitcombe, 23 November 1933, re. estate of G.W. Whitcombe. (typescript; 1 leaf)

Letter, report & notes from Public Trust Office to B.E.H. Whitcombe, 17 October 1933, re. estate of B.W. Whitcombe. (typescript and holograph; 5 leaves)

Letter from [B.E.H. Whitcombe] to District Public Trustee, 19 October 1933, re. minutes of meeting of the family. (typescript; 1 leaf)

Certificate terminating partnership between G.H. Whitcombe and John Curan, 27 July 1880 (holograph; 1 leaf)
Menu card for dinner given by Directors of Whitcombe & Tombs for George H. Whitcombe on the occasion of his visit to England, 7 March 1911. (printed card)

Marriage License for George Hawkes Whitcombe and Mary Hall, 1 February 1875. (printed and holograph; 1 leaf)

Copy of Register of Marriage, St Luke’s, Christchurch, 18 May 1875, for George Hawkes Whitcombe and Mary Hall. (holograph; 1 leaf)

Obituary for George Hawkes Whitcombe from The Press, 14 August 1917. (typescript; 1–2 leaves, 4 copies)

Article on the funeral of George Hawkes Whitcombe from The Press, 17 August 1917. (typescript; 1–2 leaves, 4 copies)

Biographical notes on George Hawkes Whitcombe. (typescript; 5 leaves, 2 copies)

‘Death of Mr G.H. Whitcombe’, Christchurch Press, 14 August 1917. (press cutting (photocopy); 1 leaf)

Folder 59 George Hawkes Whitcombe cont.

Letters from G.H. Whitcombe to Bertie [Whit] 1907–1916 (holograph; 81 items)

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Folder 60  Bertie Ernest Hawkes Whitcombe

Will of Bertie Ernest Hawkes Whitcombe, 25 May 1917 (typescript; 1 leaf)

Signed menu card for complementary dinner for B.E.H. Whitcombe on his 80th birthday, 28 Oct 1955 (2 leaves)

Letter from Mrs Whitcombe to her son Bertie, 17 Jul 1933 (holograph; 1 leaf)

Letter from Mrs Whitcombe to her son Bertie and daughter-in-law Fannie, 30 September 1932 (holograph; 1 leaf)

Invitation to members of Aikman’s Road Tennis Club to party on 28 October 1955 with coloured drawing (typescript; 1 leaf)

Invitation to B.E.H Whitcombe to party on 28 October 1955 (typescript; 2 leaf)

Letter from Louis to Bertie [Whitcombe], 30 May 1932 (typescript; 2 leaves)

‘Toast – “Our guest” B.E.H. Whitcombe in celebration of his 80th birthday, complementary dinner, Canterbury Club, 28 October 1955.’ Text of speech by D. Appleby. (typescript; 3 leaves, 14 copies)
2 Receipts from Public Trust Office to B.E.H. Whitcombe re shares in NZ Newspapers and transfer, undated (holograph; 2 leaves)

‘Summons of the court’ for B.E.H. Whitcombe 30 September 1955. (typescript; 2 leaves)

Rough draft of obituary for B.E.H. Whitcombe. (typescript; 2 copies one 2 leaves the other 1 leaf)

‘Bertie Ernest Hawkes Whitcombe – Master Printer’. (typescript; 5 versions from 1 to 4 leaves)

Folder 61 Louis Whitcombe

Telegram from Louis Whitcombe to Jackman, of Whitcombe’s Christchurch, undated (typescript; 1 leaf)

Folder 62 A.N.H. Whitcombe

Press cutting ‘Mr A.N.H. Whitcombe dies aged 65’ (press cutting; 1 leaf)

Folder 63 Beatrice Alma Whitcombe

Balance sheet from Public Trust Office re. estate of Beatrice Alma Whitcombe, 30 April 1948 – 30 April 1950. (typescript; 1 leaf)

Balance sheet from Public Trust Office re. estate of Beatrice Alma Whitcombe, 30 April 1943 – 30 April 1944. (typescript; 1 leaf plus envelope)

Folder 64 C.D. Whitcombe

‘Extract from New Plymouth newspaper about 1906’ re. Whitcombe family (typescript; 1 leaf, 2 copies)

Folder 65 George Tombs

‘Obituary. Mr George Tombs’, Christchurch Press, 11 July 1904. (press cutting (photocopy); 1 leaf)

Typescript copy of above obituary. Note dated 9 July 1904. (1 leaf)

Folder 66 A.W. Shrimpton
‘Obituary. Mr A.W. Shrimpton’, Christchurch Press, 23 March 1947. Mr Shrimpton was editor of publishing department of Whitcombe & Tombs Ltd. (press cutting (photocopy); 1 leaf)

M PHOTOGAPHS

Three transit boxes containing albums, framed photographs and loose photographs – currently stored offsite (18 August 2005).
ITEMS ADDED ON 30 MARCH 2000

C2 PUBLICATIONS – WHITCOULLS

BOX 2

Folder 28 Backchat, Whitcoulls Staff Newsletter
1986 June (Vol. 1, No. 1)
1987 Jan (No. 6), Dec (No. 11)
1988 Dec (No. 16)
1989 Apr (No. 17)

Items found inside copies of ‘Backchat’

Item 1 HOM-ACH/CHA Shift’, 8 July 1986, re. relocation of ‘HOM’ to Mt Eden. (typescript; 1 leaf)

Item 2 Passport to Reading’ signed by Sue Chappell with photograph. (holograph (photocopy); 1 leaf)

Item 3 Sports Report from Christchurch’, 18 May 1988, signed by Sue Chappell, re. soccer match. (typescript; 1 leaf)

Item 4 Profiles of two Management Trainees – Andrew Truman and Debbie Stevenson, signed by Sue Chappell, [1987?]. (holograph (photocopy); 2 leaves)

Item 5 Memo from Margareta Watkins, HOM, to Area Managers, 5 May 1988, re. June issue of Backchat. (typescript (photocopy); 1 leaf)

Item 6 Zis Lurajud’ re. his retirement as Branch Manager at Timaru on 31 Nov 1988. (typescript; 1 leaf)

Item 7 The Old Firm’ by ‘Gordon B.’, 28 Nov 1988. Attached to Item 6. (holograph (photocopy); 3 leaves)

Item 8 memo from Sue Chappell, SRS, to The Backchat Editor, 26 Apr 1989, re. material for Backchat. Includes two photographs. (typescript (photocopy); 2 leaves)