

*Dear Sir*

~~Dear Sir~~

I have the honor to acknowledge the receipt of your letter of the 10th inst. in relation to the purchase of a quantity of the same. I have the pleasure to inform you that the same has been ordered and will be forwarded to you as soon as it is ready. I am, Sir, very respectfully,  
 Yours obedient servant,  
 J. M. [Name]

*J. M. [Name]*

~~Dear Sir~~

*Dear Sir*

Send me by first express

- 1 Dozen - H Rope - # 11 - 13" mechanical Pulley
- 20 lbs 10" mill saw files -
- 2 " 10" half R.L. files -
- 4 " 12" mill saw files -

We will ship you some hand tools (state defect) for \$500 as well - should be (state defect)

Yours Truly  
 Geo. Quincy Co  
 Wm. [Name]