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## HANDBOOK

TO THE

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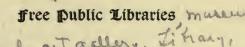


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LIVERPOOL COMMERCIAL REFERENCE LIBRARY



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HANDBOOK

TO THE

## COMMERCIAL REFERENCE LIBRARY

A3 Exchange Buildings

containing

an Index to Commercial Subjects, a Catalogue of Books and Government Papers in the Library on Commerce Shipping and related Subjects, Telegraphic Codes, Maps, British and Foreign Directories, Periodicals, &c.

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#### COMMERCIAL REFERENCE LIBRARY

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- I. This Library is open to the Public gratuitously every day—Sundays, Christmas Day, Good Friday and Bank Holidays excepted—from the hour of NINE in the morning to SIX in the evening for five days of the week, and on Saturday from NINE A.M. to ONE-THIRTY P.M.
- 2. No person shall be admitted who is intoxicated or in an uncleanly condition; nor shall any smoking or audible conversation be permitted; nor shall any person be allowed to partake of refreshments therein; spitting, standing before the fire, and rambling about the room are strictly prohibited; and any person who shall offend against these regulations, or shall be guilty of any other misconduct, shall not be allowed to remain in the Library.
- 3. No Book, Periodical, or Newspaper shall be taken out of the Library. The Library is intended for Reference only, and the Books, etc., shall not be lent out.
- 4. Any person who shall unlawfully or maliciously destroy or damage any Book, Periodical, or Newspaper in this Library will be prosecuted.
- 5. The Librarian (or person acting in that capacity) shall have power to exclude from the Library, either temporarily or permanently, any person who, in his judgment, is likely to make or has made any improper use of the Books therein. Any person aggrieved by his decision shall have a right of appeal to the Library, Museum and Arts Committee, whose decision shall be final.

EDWARD R. PICKMERE,

Town Clerk.

#### INTRODUCTION

THE Liverpool Commercial Reference Library was opened on the first of August, 1917. The opening ceremony was performed by the Right Honourable Lord Parmoor, who delivered an eloquent address to a representative gathering of Liverpool business men in the Town Hall. In the course of his address Lord Parmoor aptly and concisely described in the following words the objects of the Commercial Reference Library:

"I look upon this (Commercial) Library as doing the liaison work between research on the one side and practical business work on the other . . . This library is not a School of Commerce; it is not a place for you to learn commerce, but it is a place where people who are skilled in commerce may go to obtain information of a wide kind which they may want in connection with their business."

The pages of this handbook—particularly the "Alphabetical Index to Commercial Subjects" (pp. 1-10)—shew the efforts of the Libraries Committee to "supply information of a wide kind" which men may want in connection with their business.

The Library is intended for ready reference to Commercial Subjects, and the object of the whole scheme of arrangement is to enable quick reference to be made to the contents. The Library is situated in the centre of the business portion of the City. The books (which include Government Publications, Colonial and other official Reports) are placed on open shelves to which the readers have direct access. They are strictly classified according to subjects, and the numbers in this handlist facilitate reference to them. There is a special rack for Periodicals, and attached to it is a carefully compiled index to the principal contents of the current periodicals. By means of that index, business men will often find articles on the subjects which interest them, in other periodicals than those they usually read. Back numbers of periodicals are systematically stored, and reference to them can be quickly made. The Committee have recognised

that in a port like Liverpool there will be a demand for Maps, and in that section of the Library the latest atlases and maps will be found. By means of a device specially designed for this library, the maps can be quickly placed in convenient positions for consultation. There is a large collection of British and Foreign Directories, and the use of these is both extended and facilitated by a card index.

The absence of dates from this handbook is intended to imply that the latest issues of all the publications are available.

The staff will be found both able and willing to render effective assistance to all users of this Library, and their daily experience adds to their efficiency. To the Librarian-in-charge (Mr. G. Halsall) and the Assistant (Miss E. B. Saxton) special acknowledgments are due for their work in the compilation of this handbook.

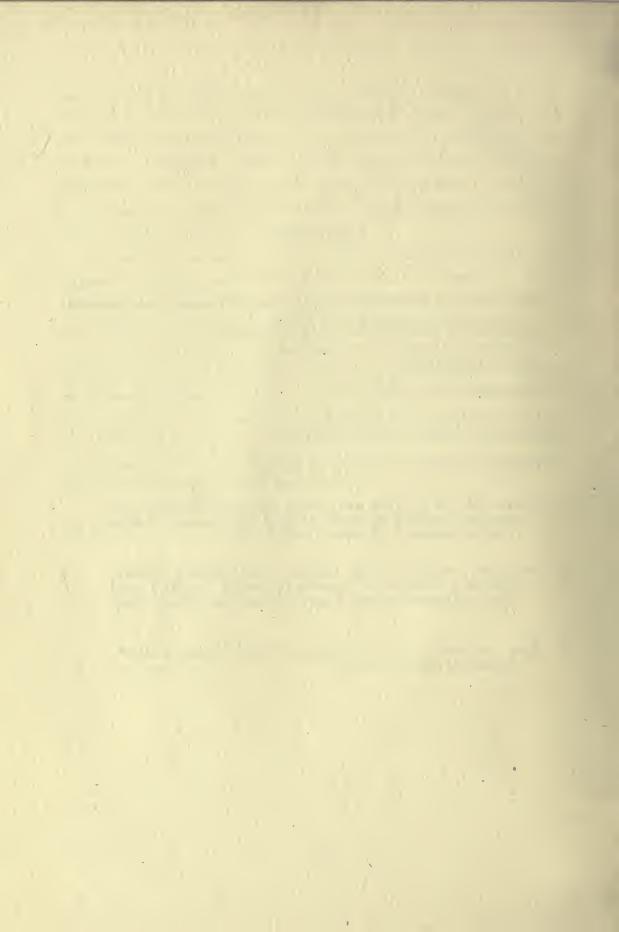
It is a pleasure to acknowledge the valuable support which the Committee have received in connection with this Library from the Liverpool Chamber of Commerce, the Liverpool Underwriters' Association, and other Trade Associations. The generous gifts of the Chamber of Commerce to all sections have materially added to the scope and usefulness of the Library. The Committee are also indebted to the Liverpool Underwriters' Association for providing the Library with a set of the latest and best editions of standard works on Marine Insurance.

March, 1920

GEORGE T. SHAW.

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## **HANDBOOK**

TO THE

## COMMERCIAL REFERENCE LIBRARY

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- 382 Foreign Trade Reports.
- 381 British and Colonial Trade Reports.
- 380.9 British and Foreign Chambers of Commerce, and Boards of Trade Annual Reports and Journals.
- 380.8 Diplomatic and Consular Reports

These are arranged in alphabetical order on the Library shelves, and they contain information concerning many places which do not appear in this index.

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#### 030 GENERAL REFERENCE WORKS.

Chambers's Encyclopaedia. 10 v. Information Annual.

Jack's Reference Book. Larousse illustré. 8 v.

#### 310 STATISTICS (GENERAL).

Mulhall's Dictionary of Statistics; with suppt. by Webb. 2 v.

For British Trade statistics see Board of Trade returns; Annual statements and monthly returns. 381.1 and 380.9.

For Foreign Trade statistics. 382; also in following Year Books.

#### 314.2 YEAR BOOKS.

British Dominions' Year Book. Hazell's Annual. Liverpool Red Book. Red Book of Commerce, &c. Statesman's Year Book. Whitaker's Almanac. Who's who.

Also Year Books for different countries: France, Russia, China, Japan, Africa, Canada, United States, Australia, New Zealand, &c.

#### 331 LABOUR, WAGES, &c.

Atkinson. Rational wages system. Benn. Trade Parliaments. Board of Trade Report on changes in rates of wages and hours of labour.

Cohen. Law and order in industry.

Directory of Employers' Associations.

Drage. Trade Unions.
Hobson. (S.G.) Guild principles.
Labour Year Book.
Reconstruction Problems.
Whitley Reports.
Prosser. Piece-rate, premium, and bonus.
Trombert. Profit-sharing.

#### 332 MONEY, CREDIT, EXCHANGE.

Barker. Cash and credit.
Craig. Sterling decimal coinage.
Decimal Association. Reconstruction of coinage system.
Hobson. (C.K.) Export of capital.
Lough. Business finance.
Spalding. Foreign exchange and foreign bills.
— see also Tables. 658.7.

Slater. Bills, cheques, and notes.
Straker. The money market.
Todd. Mechanism of exchange.
Weston. Economics for business
men.
Withers. Money-changing.

332.1 BANKING.

Bankers' Almanac and Year Book.
Thomson. Dictionary of Banking.
Cannon. Clearing Houses.
Easton. Money, exchange, and banking.
Kitson. Bank Charter Act.

Fogg. Bankers' securities against advances.

Weston and Crew. Dictionary of economic and banking terms.

Moxon. English practical bank-

ing.

332.6 STOCK EXCHANGE, COMPANIES.

Stock Exchange Hand Book.
Stock Exchange Year Book.
Stock Exchange Official Intelligence.
Stock Exchange Ten year record of prices and dividends.
U.K. Stock and Sharebrokers' Directory.

'Financier' Rubber share Book.
'Times' Prospectuses of Public Companies.
'Times' Results of Public Com-

panies.

Directory of Directors.
Oil and Petroleum Manual.

336 FINANCE (STATE).

Book.

Higgs. Financial system of the United Kingdom.

Mining Manual and Mining Year

Willoughby and McLindsay.
Financial administration of
Great Britain.

Williams. Britain's financial and economic position.

336.24-25 INCOME TAX AND EXCESS PROFITS TAX.

Carter and Murray. Guide to income tax practice.
Income tax, &c. Chart of rates.
Leeming. Guide to income tax.
Pratt and Redman. Income tax law.

Montgomery and Allen. Excess profits duty.
Sanders. Excess profits duty.
Sutcliffe. Excess profits duty and the cases decided thereon.

336.26 CUSTOMS TARIFFS.

Ham's Year Book. 2 v. Kelly's Customs tariffs of the world. Customs tariffs of United Kingdom, 1800 to 1897.
O'Reilly. Imperial tariff.

337 TARIFFS AND TRADE.

Drage. Imperial organisation of trade.

Higginson. Tariffs at work.

Imperial preference.

Peddie. Relation of imports to

exports.

Phipson. Causes of commercial difficulties of Great Britain.

Tariff Commission Reports. 8 v. v. i: Iron and Steel trades.

v. 1: Iron and Steel trade v. 2: Textile trades.

v. 3: Agriculture.

v. 4: Engineering trades. v. 5: Pottery industry.

v. 6: Glass industry.

v. 7: Sugar and Confectionery.

v. 8: Memoranda.

#### 338.1 ECONOMIC PRODUCTS, COMMODITIES OF COMMERCE.

Campbell. Dynamite and tropical products.

Freeman and Chandler. World's commercial products.

Grice. Resources of the Empire.

Dunstan. Agricultural and forest
products of British West
Africa.

Ghillany. World's crop of corn and other main agricultural products. Rew. Food supplies in peace and war.

Simmonds. Dictionary of trade products.

Rutherford's Planter's Notebook. Slater. Dictionary of the world's commercial products.

Watts. Commercial products of India.

Yeats. Natural history of raw materials of commerce.

#### 338.11 FOODSTUFFS.

Bailey. Source, chemistry, and use of food products.
Crookes. The wheat problem.
Johnson. Cocoa: cultivation, &c.
Ridley. Spices.

Rutter. Wheat-growing in Canada, United States, and Argentina.
Wright. Cocoa.

- see also 338.15: Crops, Dairy produce, &c.

#### 338.12 TEXTILES: COTTON, WOOL, AND OTHER FIBRES.

Annual Cotton Handbook.
British Cotton Growing Association Reports.

Ball. Development and properties of raw cotton.

Cotton Year Book.

Cotton Facts. Shepperson. Carter. Cordage fibres.

Goulding. Cotton and other fibres. Hannan. Textile fibres of commerce.

International cotton buyer and cotton seller.

- see also 667.3: Cotton-dyeing.

Heylin. Handbook for buyers and sellers in cotton trade.

Miller. Cotton trade guide.

Mitchell and Prideaux. Fibres used in textile and allied industries.

Posselt. From fibre to fabric. Scherer. Cotton as a world power.

Thompson. 'Doing nothing'; or, Empire-grown cotton for Empire manufacture.

Todd. World's cotton crops.

#### - WOOL.

Bean. On the wool track.

East Indian Wool Trade Committee Report.

Ormerod. Wool. Wool Year Book and Diary.

#### — TEXTILE MANUFACTURES.

Barker and Lièvre. Wool and the textile industries.

Beaumont. Standard cloths.
— see also 667.3: Cotton-dyeing.

#### 677

Blanco. Piece goods manual.

Murphy. The textile industries.

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#### 338.13 RUBBER.

Akers. Rubber industry in Brazil and the Orient.

Brown. Rubber: sources, cultivation, preparation.

> RUBBER.—continued. 338.13

> > Torrilhon and Falconnet. India rubber and gutta percha.

Rubber Recueil (International Rubber Congress and Exhib. at Batavia, 1914).

Woodroffe and Smith. Rubber industry of the Amazon.

Lectures on rubber, at the Rubber and Allied Trades Exhib., London, 1908.

338.14 TIMBER.

Boulger. Wood. Canada: Forestry Dept. Bulletins. Cross. Wood pulp.
Stone. Timbers of commerce. India: Forestry Dept. Bulletins. Stebbing. Commercial Forestry in Britain. Shipping marks on timber.

Pereira. Timber trees of Sao Paulo.

Troup. Work of Forestry Dept. of India.

Stecher. Cork: origin and industrial uses.

Winn. Timbers and their uses.

338.15 CROPS, LIVE STOCK, DAIRY PRODUCE, MEAT, FISH, &c.

Board of Agriculture and Fisheries. Reports.

Aflalo. Sea-fishing industry of England and Wales.

Thomson. British and Colonial dairying. Critchell. History of the frozen

meat trade.

Fertilisers: source, character, &c.

Correia. Matté, the Brazilian tea. Douglas Encyclopaedia.

U.S.A. Dept. of Agriculture. Geography of the world's agriculture.

Smetham. Agricultural pamphlets: feeding stuffs, fertilisers, &c.

TOBACCO. 338.16

> Killebrew and Mynick. The tobacco leaf: culture, care, marketing.

Wood. Tobacco growing industry in Gt. Britain.

338.17 OILS, FATS, AND WAXES (PRODUCTS).

Dunstan. Oil seeds and feeding cakes.

Lamborn. Cotton seed products. Billows and Beckwith. Palm oil and kernels.

Indian Forest Records, Bulletins,

Oil industry in Galicia (Polish delegation at Peace Conference, 1919).

Newland. Coconuts, kernels, and edible vegetable oils and seeds.

- CHEMICAL TECHNOLOGY OF OILS, FATS, AND WAXES. 665

Fryer and Weston. Oils, fats, and

waxes. 2 v. Mitchell. Edible fats and oils. Southcombe. Chemistry of the oil industry.

Sherriff. Oil merchants' manual. 658.7.

Pickering. Commercial analysis of oils and fats, and their commercial products.

Kanthack. Tables of refractive indices. v. I: Essential oils.

Wilson. Works on lubricants and lubrication.

#### 338.19 BY-PRODUCTS, TRADE WASTE.

Koller. Utilization of waste products.

Naylor. Trade waste: treatment and utilization.

Spooner. Wealth from waste.

Talbot. Millions from waste.
Canada. Forest Bull. 66: Utilization of waste sulphite liquor.

#### 338.2 MINERAL PRODUCTS (GENERAL).

Mineral industry: statistics, technology, trade.

South African Mining and Engineering Year Book.

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Annual reports from the various Chambers of Mines: New South Wales, Canada, Rhodesia, Transvaal, Tasmania, &c.

#### 338.21 COAL.

Cox. Coal industry: dangers of nationalisation.

Greenwell and Elsden. Analyses of British coal and coke.

Hull. Coal-fields of Great Britain.Jevons. British coal trade.The coal question.

Lupton. Coal resources of United Kingdom.

Ryland's Atlas of collieries, iron, steel, and tinplate works of England, Scotland, and Wales. South Wales Coal Annual.

Strahan and Pollard. Coals of South Wales.

Stopes and Wheeler. Constitution of coal. (Dept. of Scient. and Industrial Research.

Stone. The British coal industry.

#### 338.22-24 METALS.

'Ironmonger' Metal-market Year Book.

Metal Industry ' Handbook and Directory.

Quin. Metal handbook and statistics.

Jeans. Iron trade of Great Britain. Jones. The tin-plate industry.

#### 338.8 INDUSTRIAL COMBINATIONS, MONOPOLIES, TRUSTS.

Brown. Prevention and control of monopolies.

Carter. The tendency towards industrial combinations.

Hirst. Monopolies, trusts, and kartells.

Stevens. Industrial combinations and trusts.

#### 341.2 TREATIES.

Commercial treaties between Great Britain and foreign powers.

Fletcher-Moulton. Business man's guide to the Peace Treaty [1919-20].

Hertslet. Treaties of commerce and navigation between Great Britain and foreign countries, 1820 to date.

#### 341.5 COMMERCE IN WAR (INTERNATIONAL LAW).

Atherley-Jones. Commerce in war.

Bray. British rights at sea under the Declaration of London. Clements and Waterson. Commercial law in war time.

Grotius. Annuaire international.

> COMMERCE IN WAR (INTERNATIONAL LAW) .- continued. 341.5

> > London Chamber of Commerce. Report of Special Committee on Declaration of London.

Pommereuil. La guerre économique, 1914-17: législation et réglementation douanières.

République française. Ministère de la Marine. Décisions du conseil des prises.

346 LEGISLATION (CHIEFLY EMERGENCY, 1914-19).

D.O.R.A. regulations. Food Control manuals. Statutory rules and orders, &c.

347 LAW (GENERAL).

Every man's own lawyer.

Wharton's Law lexicon.

347.1 LAW: COMMERCIAL AND MERCANTILE.

Commercial laws of the world.

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v. 3: Venezuela & Ecuador.

v. 5: Peru. Bolivia. v. 6: Chile. Paraguay.

States v. 7-8: United of America.

v. 10: San Salvador.

v. 13-14: Great Britain and Ireland.

v. 15: British Dominions.

v. 16: Ceylon. Straits Settle-. ments.

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v. 22: Belgium. Luxemburg. v. 24-25: German Empire.

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v. 32: Spain.

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Law relating to Duckworth. trade customs, marks, &c.

Emery. Forms and precedents for common use.

Mackinnon. Effect of war on contract.

Nixon and Holland. Commercial law.

Points of law for business men.

Slater. Mercantile law.

Smith. Compendium of mercantile law. 2 v.

French commercial law.

Wilson. Law in business.

347.3 LAW: MARINE, MERCHANT SHIPPING.

Bennett. History, &c., of Bill of Lading.

Bucknill. Law of tug and tow. Carver. Carriage of goods by sea. Duckworth. Principles of marine

Encyclopaedia of marine law.

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Marsden. Digest of cases relating to shipping, &c., to end of 1897.

Merchant Shipping Acts in force, Sept., 1918.

> LAW: MARINE, MERCHANT SHIPPING .- continued. 347.3

> > Omond. Law of the sea. Payne. Law relating to carriage of goods by sea. Roscoe. Measure of damages in

actions of maritime collisions. Saunders. Master mariner's legal

guide.

Smith. Law relating to the rule of the road at sea. Scott. Collisions at sea. Scrutton. Contracts of affreightment as expressed in charter

LAW: LAND TRANSPORT. 347.4

> Chapman. Guide to railway law. Clarke. Carriage by land.

Stephens. Law of carriage.

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347.5 LAW: INDUSTRIAL.

Cockburn. Law of checkweighing. Redgrave. Factory, Truck, and Shop Acts.

Tillyard. Industrial law. Tovey. Dictionary of secretarial law and practice.

347.6 LAW: PATENTS, TRADE MARKS.

Fletcher-Moulton. Law relating to letters patent for inventions. Kerly. Law of trade marks and trade names.

Swan. Law and commercial usage of patents, trade marks, &c.

LAW: COMPANIES, PARTNERSHIPS, BANKING, &c. 347.7

> Holland. Banking law. Palmer. Company law.

- Shareholders' Directors', &c., legal companion.

Ranking and others. Rights and duties of liquidators, trustees, Pollock. Digest of law of partner-

Tillyard. Banking and negotiable instruments.

347.8 LAW: SALE OF GOODS, VENDORS, &c.

Chalmers. Sale of Goods Act.

Seaborne's Law of Vendors.

347.9 LAW: MISCELLANEOUS COMMERCIAL.

Alpe. Law of stamp duties. Bankruptcy and deeds of arrangement.

Crew. Law relating to secret commissions and bribes. Slater's Law of arbitration and awards.

FOREIGN LAW: CODES, MARITIME AND COMMERCIAL, of 349 Holland, Belgium, Italy, Germany, Spain, and Portugal. — see also 347.1: Commercial law.

BRITISH GOVERNMENT: LISTS OF OFFICIALS, &c. 354.42

> British Imperial Calendar and Civil Service List. Colonial Office List.

Foreign Office List. India Office List.

368 INSURANCE.

Wilson. Business of insurance. Insurance Blue Book and Guide.

Insurance companies in Canada: abstract of statements.

368.2 INSURANCE, MARINE.

Arnould. Marine insurance.
Chalmers and Owen. Marine
Insurance Act, 1906.
De Hart and Simey. Marine
Insurance Act, 1906.
Eldridge. Marine policies.
Gow. Marine insurance.
— Sea insurance.

Keate. Marine insurance.
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Lowndes. Insurable interest and valuations.
McArthur. Contract of marine insurance.
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380 COMMERCE AND INDUSTRY (GENERAL).

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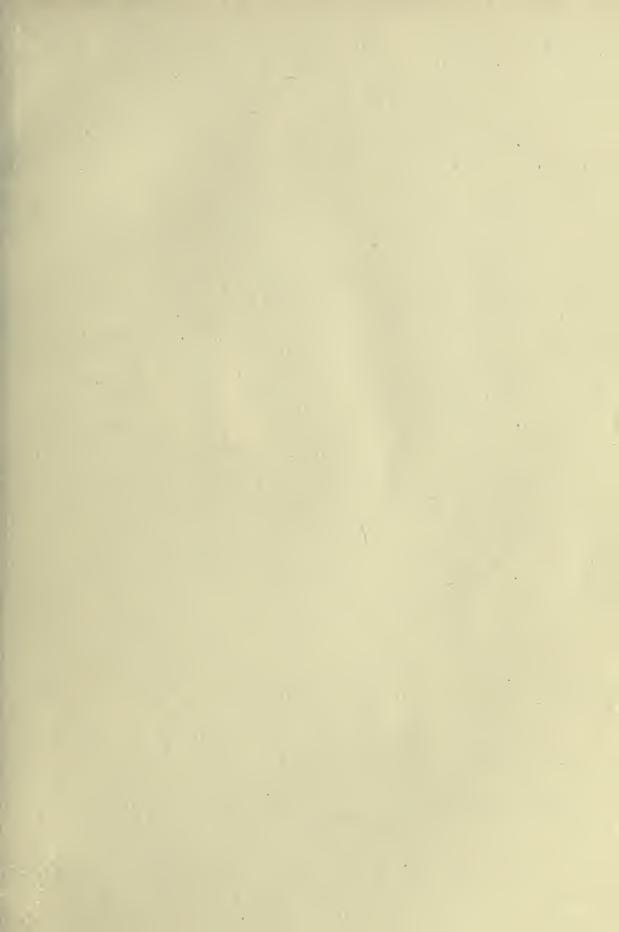
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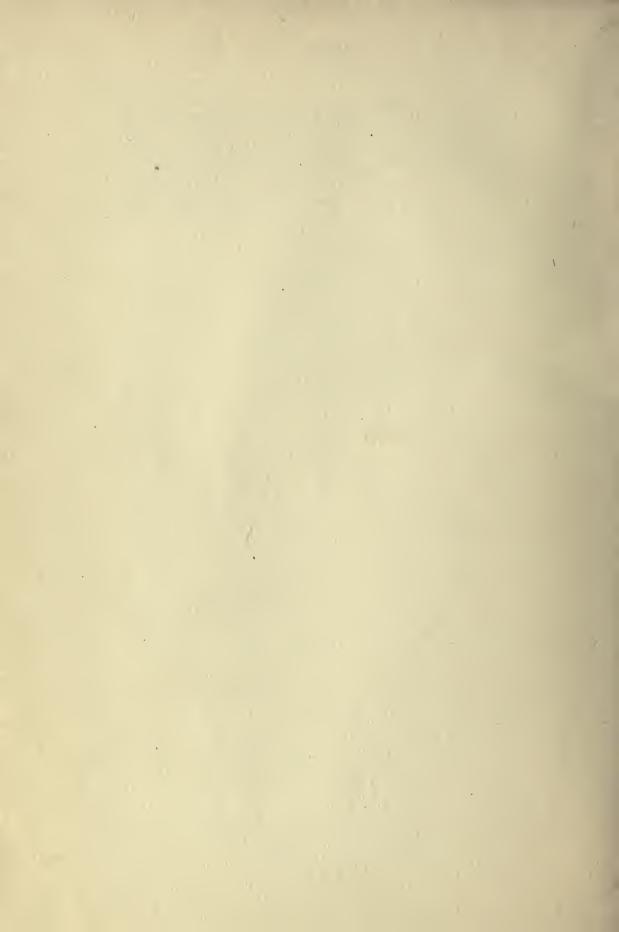
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