

Guide to the Elihu Geer Collection

MS 1405



compiled by Diane E. Kaplan William E. Brown, Jr. and Kathleen Wilson

April 1986

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Table of Contents

Collection Overview	3
Requesting Instructions	3
Administrative Information	3
Conditions Governing Access	3
Conditions Governing Use	4
Preferred Citation	4
Biographical / Historical	4
Scope and Contents	4
Arrangement	5
Collection Contents	6
Inventory, 1827-1881	6
Selected Search Terms	9

Collection Overview

REPOSITORY: Manuscripts and Archives
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CALL NUMBER: MS 1405

CREATOR: Geer, Elihu, 1817-1887

TITLE: Elihu Geer collection

DATES: 1827-1881

PHYSICAL DESCRIPTION: 7.5 linear feet (16 boxes)

LANGUAGE: English

SUMMARY: The collection consists of cashbooks, correspondence, daybooks, invoices, journals, ledgers and other materials documenting the financial operations of Elihu Geer's printing shop and stationery business in Hartford, Connecticut. Material relating to his publication of the *Hartford Journal* and the *Congregationalist* is also included in the collection.

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Key to the container abbreviations used in the PDF finding aid:

b. box
f. folder

Administrative Information

Conditions Governing Access

The materials are open for research.

Conditions Governing Use

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Preferred Citation

Elihu Geer Collection (MS 1405). Manuscripts and Archives, Yale University Library.

Biographical / Historical

Elihu Geer was a printer and publisher in Hartford, Connecticut. He operated a printing shop and stationery store. Geer also published the *Hartford Journal* from 1843-1844 and *Geer's Hartford Directory*.

Scope and Contents

The Elihu Geer Collection consists of cashbooks, correspondence, daybooks, invoices, journals, ledgers, and other materials, documenting the financial operation of Elihu Geer's printing and stationery businesses in Hartford, Connecticut. The bulk of material dates from 1838, when Geer founded his printing establishment, to 1864. Material relating to the publication of the *Congregationalist* and the *Hartford Journal*, a pro-Whig daily, is included in the collection.

The various account books are arranged by record type and detail the growth of Geer's printing business from its beginnings. Daybooks, cashbooks, and journals trace daily income from printing and advertising and expenditures for papers, ink, other supplies, and labor, while ledgers record accounts with individual customers and suppliers. There are job books, which detail printing orders and prices and workmen's books, which detail accounts with journeymen, apprentices, agents, and carriers. There are also three bound volumes of mounted invoices for stock in the printing office and stationery store and regular inventories of store stock and printing supplies. Invoices often are on illustrated letterheads from wholesalers in New York, Boston, and London. Registers of bills payable and receivable record Geer's financial obligations and loans, while the yearly trial balances in folder 20 summarize the progress of business development through profit and indebtedness statements.

The correspondence relates primarily to the establishment and operation of the *Hartford Journal*. Copies of Geer's outgoing letters are in cashbook B (folder 4) and in his letterbook (folder 38). The letterbook copies are in faint handwriting, some are also in Geer's shorthand. (Folder 53 contains a notebook of Geer's shorthand symbols.) For the newspaper and the *Congregationalist* there are also lists of subscribers by location and alphabetically arranged accounts. These lists also detail arrangements for the distribution of the papers.

Among the other materials in the collection are a few early items including an unidentified cashbook of the late 1820s (folder 54) and Geer's own notebook from his study of double entry bookkeeping at E. Perkins school (folder 46). Printing samples, such as circulars, letterhead stationery and forms, and catalogs, from Geer's printing office are in folder 47, and a sample book of typeface styles is in folder 52. Materials after 1864 for Geer's business interests are very fragmentary. Folder 48 contains a receipt book for domestic and personal expenses from 1862 to 1875. All receipts are from Hadlyme, Connecticut.

The Elihu Geer Collection in 1985.

Arrangement

Arranged by record type.

Collection Contents

Inventory, 1827-1881

7.5 linear feet (16 boxes)

	Bills payable register See: box 1, folder 1	1841-1845
b. 1, f. 1	Bills payable and receivable register	1845-1858
	Workmen's book See: box 12, folder 43	1841-1843
b. 1, f. 2	Workmen's book	1843-1863
b. 1, f. 3	Cashbook	1838-1839
b. 1, f. 4	Cashbook 'B', with copies of outgoing letters, 1842-1843	1840-1843
b. 2, f. 5	Cash account journal	1843-1846
b. 2, f. 6	Cashbook 'C'	1843-1847
b. 2, f. 7	Cashbook 'D'	1847-1852
	Cashbook 'E' See: box 15, folder 57	1856-1865
b. 3, f. 8	Cashbook	1859-1861
b. 3, f. 9-10	Correspondence See also: box 11 folder 38 See also: box 1, folder 4	1832-1852
	Daybook See: box 12, folder 45	1838-1839
b. 3, f. 11	Daybook 'C'	1838-1846
b. 3, f. 12	"Daybook for Printing Office" English	1838-1850
b. 4, f. 13	Daybook, advertising for the <i>Congregationalist</i>	1839-1841
b. 4, f. 14	Daybook 'D'	1847-1851
b. 4, f. 15	Daybook, fragment	1861-1862
b. 4, f. 16	Directory mark up book	1881
b. 5, f. 17	"Inventory of paper cards, etc." English	1842-1850
b. 5, f. 18-19	Inventories, store	1851-1853, 1855

b. 5, f. 20	"Inventories and Yearly Balances A, B, C, D, E" English	1839-1850
	Invoices See: box 13, folder 51	1850
b. 6, f. 21	Invoices	1851-1853
b. 7, f. 22	Invoice book 'C'	1854-1855
b. 8, f. 23-24	Job books	1841-1844
	Job book See: box 12, folder 44	1845-1846
b. 8, f. 25-26	Job books	1847-1851
b. 8, f. 27	Journal 'E', store	1852-1856
b. 8, f. 28	Journal 'E', office	1852-1856
b. 9, f. 29	Journal 'F', store	1856-1861
b. 9, f. 30	Journal 'F', office, with cash journal of the Hartford Steam Printing Co., 1862-1863	1856-1864
b. 10, f. 31	No folder	
b. 10, f. 32	Ledger, general	1838-1839
b. 10, f. 33	Ledger, for printing office materials	1838-1844
b. 10, f. 34	Ledger, <i>Congregationalist</i> , No. 1	1839
b. 10, f. 35	Ledger	1843-1845
b. 11, f. 36	Ledger, general 'C', with index	1843-1846
b. 11, f. 37	Ledger, general 'E', with index	1852-1856
	Ledger, general 'F' See: box 16, folder 58	1856-1870
b. 11, f. 38	Letterbook	1843-1844
b. 12, f. 39-41	List of subscribers See also: box 14, folders 55-56	1843-1844
b. 12, f. 42	General papers	1864, 1881, undated
b. 12, f. 43	Wages ledger for journeymen, apprentices, and carriers See also: box 1, folder 2	1841-1842
b. 12, f. 44	Job book See also: box 8, folders 23-26	1845-1846
b. 12, f. 45	Daybook, fragment	1838-1839

b. 12, f. 46	Student bookkeeping notebook	1836-1837
b. 12, f. 47	Printing samples book	[ca. 1840-1860]
b. 12, f. 48	Receipt book, personal and domestic	1862-1875
b. 13, f. 49	Bills payable register See also: box 1, folder 1	1841-1845
b. 13, f. 50	Scrapbook	undated
b. 13, f. 51	Invoices See also: box 6, folders 21-22	1850
b. 13, f. 52	Typeface sample book	undated
b. 13, f. 53	Shorthand symbols notebook	1843
Oversize		
b. 14, f. 54	Cashbook	1827-1831
b. 14, f. 55-56	Subscribers' lists	1843-1844
b. 15, f. 57	Cashbook 'F'	1856-1865
b. 16, f. 58	Ledger, general 'F', with index	1856-1870

Selected Search Terms

The following terms have been used to index the description of this collection in the Library's online catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically therein.

Preferred Titles

Hartford Journal

Subjects

Business
Printing
Stationery trade

Geographic Names

Connecticut -- Commerce
Hartford (Conn.) -- Commerce

Genres / Formats

Account books
Inventories
Invoices
Ledgers

Occupations

Printers

Names

Geer, Elihu, 1817-1887