



Charles Sessler records

Collection 3205

Summary Information

Repository:

Historical Society of Pennsylvania
1300 Locust Street, Philadelphia, PA 19107
215-732-6200

Creator: Charles Sessler (firm)

Title: Charles Sessler records

Collection number: 3205

Dates: 1908-1978

Extent: 135 linear feet

Language: The collection is primarily in English.

Abstract:

Charles Sessler Inc. was a rare book dealer in Philadelphia. The collection includes correspondence, both domestic and foreign, inventories, cash and credit receipts and sales, ledgers, and other records.

Conditions governing access: Four boxes containing payroll or personal financial information are closed to researchers until they have been reviewed by an archivist. Otherwise, the collection is open for research.

Preliminary Inventory:

Description	Dates	Number of boxes/volumes
Incoming correspondence – domestic	1964-1978	27 boxes
Sales counter correspondence	1975-1977	1 box
Incoming correspondence – foreign	1964-1967	2 boxes

Outgoing correspondence	1964-1977	5 boxes
1308 Walnut building – insurance policies, advertising, photos		1 box
Inventories, receipts, summaries	1920-1977	1 box
Inventory	1950-1976	4 boxes
Sales journal (and Accounts receivable starting 1963)	1958-1977	6 boxes
Accounts receivable (alphabetical)	1958-1977	4 boxes
Cash sales	1940-1946, 1977	5 boxes
Charge sales	1977	2 boxes
Mix. memos and sales	1938-1977	1 box
Financial statements and tax returns	1913-1978	1 box
Charge sales (by transaction number)	1925-1938	16 boxes
Ledger	1925-1975	2 boxes
Sales	1945-1958	6 volumes
Trial balance	1925-1937	2 volumes
Journal	1955-1978	2 volumes
Bills	1940-1976	123 boxes
Paid invoices	1977	3 boxes
Bills – foreign	1940-1976	10 boxes
Store purchases	1975, 1978	3 boxes
Receipts	1964-1967	1 box
Inactive accounts (alphabetical)	1958-1975	2 boxes
Orders to publishers	1973-1978	2 boxes
Cancelled checks	1977	1 box
Payroll [restricted]*	1928-1976	1 box
Compensation records [restricted]*	1958-1976	1 box
Payroll tax returns [restricted]*	1936-1973	1 box
Purchases – domestic	1946-1977	35 volumes, 1 box
Purchases – foreign	1942-1955, 1966-1977	2 volumes
Purchase ledgers – domestic	1939-1972	32 volumes
Purchase ledgers – foreign	1937-1956, 1961-1976	7 volumes
Customer accounts (alphabetical)		12 card file drawers
Accounts payable ledgers 1973-1977; Accounts payable and accounts receivable miscellaneous 1919-1978	1919-1978	1 box
Cash receipts	1945-1977	5 volumes
Expenses	1948-1977	7 volumes
Cash disbursements	1955-1977	2 volumes
Check disbursements	1956-1977	8 volumes, 1

		box
Costs of sales	1942-1977	6 volumes
Purchases-to-sales ratios	1940-1978	1 volume
Storeroom book (materials stored)	1950-1970	2 volumes
Control records for prints	1943-1950	1 volume
Old accounts	1908-1919	1 box
Bad debt accounts	1959-1977	1 box
Proforma and ab invoices	1976-1978	1 box
Stock on hand valuations	1941-1967	3 volumes
Closed-out memos	1970-1976	1 card file
Unidentified		1 card file
Exhibition catalogs, auction catalogs (and related correspondence)		1 box
Personal: Mabel Zahn, J. Leonard Sessler, Arthur Goldsmith, Maude Brenner [restricted]*		1 box
Appraisals, lists of collections, Xmas cards, and miscellaneous	1936-1976	1 box
Charles and Caroline Sessler estate and personal	1922-1975	1 box

Notes:

Unless otherwise indicated, each set of materials is organized chronologically by year.

The contents of boxes marked with an asterisk (*) must be reviewed by an archivist before they may be accessed by researchers.