



The Historical
Society of
Pennsylvania

Collection 3104

**J.B Lippincott Company
Records**

1851-1958

94 boxes, 98 vols., 140 lin. feet

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Inventory Completed: August 2007

Restrictions: None

**** Preliminary inventory ****

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Abstract

J. B. Lippincott & Co. was an American publishing house founded in Philadelphia Pennsylvania in 1836 by Joshua B. Lippincott. Joshua Lippincott's company began by selling Bibles and other religious works then successfully expanded into trade books, which became the largest portion of the business. In 1849, Lippincott acquired Grigg, Elliot & Co., a major book distribution company. The acquisition helped make the company one of the largest publishers in the United States. In the 1950s the company began producing a successful line of medical and nursing books and journals. The company was sold to Harper & Row in 1978 but Joshua Lippincott's great-grandson Joseph Wharton Lippincott, Jr. remained on the Board of Directors until 1987. In 1990, the company was acquired by Wolters Kluwer, who merged it with Raven Publishers and then with Williams & Wilkins to form Lippincott Williams & Wilkins in 1998.

The collection consists of business records documenting over 100 years of the company's history. The largest portion of the collection is a series of letterbooks containing outgoing correspondence related to all aspects of the publishing operation, from soliciting advertising magazines to negotiating author contracts. Several dozen letterbooks contain incoming correspondence from Lippincott's London Agency. Much of the rest of the collection consists of a variety of financial records, including general ledgers, receipt books, cash disbursement books, and payroll records. Publication costs and sales are documented through stock cards, royalty payment records, and order and inventory volumes. The collection includes several manuscripts for publications, and some original artwork and illustrations. There are also boxes of books published by Lippincott, including the *Annals of Surgery*.

Restrictions

The collection is open for research.

Acquisition information

Gift of Lippincott Williams & Wilkins, 2002.

Accession number: 2002.036.

Preferred citation

Cite as: [Indicate cited item or series here], J.B. Lippincott Company Records (Collection 3104), The Historical Society of Pennsylvania.

Shelf list

94 Boxes:

Box 1 (labeled 1865-74): 10 pressed letter books. 1.1 is bound in leather, 1.2-1.5 in dark blue-black cloth, 1.6-1.10 in brick-colored cloth with leather spines and corners. Several of the volumes suffered waterdamage.

Box 2 (labeled 1870-79): 10 pressed letter books. All in the brick-colored binding of box 1, but most are heavily waterdamaged and need attention.

Box 3 (marked 1870 – 1886) : 9 pressed letter books, 1 folder of loose material. All bound with brick-colored cloth sides.

Box 4 (marked 1873-88): 10 pressed letter books, 1 folder of loose material. 4.1-4.2 in black cloth; 4.3-4.10 in brick-colored cloth sides.

Box 5 (marked 1883 to 1893): 9 pressed letter books. 5.1 is bound in 3/4 red leather, black cloth sides; the remainder have brick-colored cloth sides.

Box 6 (marked 1889-1902): 6 pressed letter books. All bound with black cloth sides, some with spine labeled "LETTERS".

Box 7 (marked 1890-1891): 9 pressed letter books. 7.1-7.2 with brick-colored sides; 7.3 with black cloth sides; 7.4-7.9 black cloth sides with spine lettered "Letters" and printed paper labels on front or spine numbering the series and indicating Lippincott's Magazine.

Box 8 (marked 1892-1913): 5 pressed letter books. All black except 8.4, which is red half-binding, and 8.5, which is red leather 1/4 binding with black cloth sides.

Box 9 (marked 1891-1896) 8 pressed letter books, 1 folder. 9.1 & 9.3[?] brick-colored sides.

Box 10 (marked 1893-98): 8 pressed letter books. 10.1 to 10.4 in calf half binding with red sides; 10.5 has brick-colored sides; 10.6 black.

Box 11 (marked 1896-1900): 8 pressed letter books. 11.1 is calf half binding with red sides; 11.3 is 1/4 red leather, black cloth sides; remainder are all black.

Box 12 (marked 1899-1905): 12 pressed letter books.

Box 13 (marked 1899 -1904): 7 pressed letter books. Every volume shows some waterdamage, often severe.

Box 14 (marked 4/13 1899 - 1909): 1 manuscript record book, and forms etc. tied in bundles (now rehoused in folders).

Box 15 (marked 1899-1911): 4 pressed letter books. All waterdamaged.

Box 16 (marked 1900-1901): 6 pressed letter books.

Box 17 (marked 1900 - 1909): 17 pressed letter books.

Box 18 (marked 1901-1902): 5 pressed letter books.

Box 19 (marked 1901-1914): Forms & receipts, largely for payments for manuscripts & rights, most originally bundled and tied with string. Now housed in 19 folders in 2 boxes labeled '19' & '19a'.

Box 20 (marked 1902-1903): 5 pressed letter books.

Box 21 (marked 1903): 6 pressed letter books.

Box 22 (marked 1903-1904): 5 pressed letter books.

Box 23 (marked 1903/1904): 6 pressed letter books. 23.1 is black 1/4 binding

Box 24 (marked 1904 -1905): 8 pressed letter books.

Box 25 (marked 1904-1905): 5 pressed letter books.

Box 26 (marked 1904-1905): 5 pressed letter books.

Box 27 (marked 1905/1916): 7 pressed letter books.

Box 28 (marked 1905): 5 pressed letter books.

Box 29 (marked 1905-1906): 6 pressed letter books.

Box 30 (marked 1905-1906): 8 pressed letter books.

Box 31 (marked 1906-1907): 7 pressed letter books.

Box 32 (marked 1906-1908): 5 pressed letter books.

Box 33 (marked 1906 1913): 6 pressed letter books.

Box 34 (marked 1907): 7 pressed letter books.

Box 35 (marked 1907): 4 pressed letter books.

Box 36 (marked 1907 1908): 4 pressed letter books

Box 37 (marked 1908-1909): 4 pressed letter books

Box 38 (marked 1908-12): 5 pressed letter books.

Box 39 (marked 1908 1913): 7 pressed letter books.

Box 40 (marked 1908-1915): 8 pressed letter books.

Box 41 (marked 1899 1909 1913 1914): 5 pressed letter books. 41.1 with brick-colored sides.

Box 42 (marked 1909-1923): 5 pressed letter books. 42.4 & 42.5 are waterdamaged and moldy.

Box 43 (marked 1909): 4 pressed letter books.

Box 44 (marked 1909 1910): 5 pressed letter books.

Box 45 (marked 1910): 5 pressed letter books.

Box 46 (marked 1910): 6 pressed letter books

Box 47 (marked 1910 1911): 6 pressed letter books

Box 48 (marked 1910-1911). 6 pressed letter books.

Box 49 (marked 1911). 6 pressed letter books.

Box 50 (marked 1911). 5 pressed letter books.

Box 51 (marked 1911). 6 pressed letter books.

Box 52 (marked 1911/23). 6 pressed letter books.

Box 53 (marked 'Publication Orders' 1912-1917 1943-49). 3 vols. publication orders; 1 folder of loose material. The publication order volumes are a sort of scrap book and, as the adhesive is sticking the leaves together, so these are in need of conservation attention; the two from the 1940s are waterdamaged and show some mold.

- Box 54 (marked 1912). 6 pressed letter books.
- Box 55 (marked 1912). 7 pressed letter books.
- Box 56 (marked 1912). 7 pressed letter books.
- Box 57 (marked 1912). 7 pressed letter books.
- Box 58 (marked 1912 1913). 7 pressed letter books.
- Box 59 (marked 1913). 8 pressed letter books.
- Box 60 (marked 1913). 7 pressed letter books.
- Box 61 (marked 'Lippincott MSS material'). 1 account book, bound in leather; 8 pressed letter books. 1 folder.
- Box 62 (marked 'Book Publications 1900-1906'). 2 vols. Publication Orders, formerly wrapper in brown paper as in 'Bin 8/B'.
- Box 63 (marked 'Publication Orders 1901-1926'). 2 vols. Publication Orders, formerly wrapper in brown paper as in 'Bin 8/B'.
- Box 64 (marked 1913-1914). 7 pressed letter books.
- Box 65 (marked 1914). 6 pressed letter books.
- Box 66 (marked 1914). 8 pressed letter books.
- Box 67 (marked 1913). 7 pressed letter books.
- Box 68 (marked 1915). 8 pressed letter books.
- Box 69 (marked 1915-1916). 7 pressed letter books.
- Box 70 (marked 1917-1919). 7 pressed letter books.
- Box 71 (marked 1917). 7 pressed letter books.
- Box 72 (marked 1918). 7 pressed letter books.
- Box 73 (marked 1919). 8 pressed letter books.
- Box 74 (marked 'Book Cost & Record Cards 1921-1939 1 of 1'). Loose forms recording book production costs. Apparently arranged alphabetically by author but in several series. Possibly rearranged when packed, but I have tied them into bundles and

placed them in six folders in the order in which I found them. Rehoused in two manuscript boxes labeled '74A' and '74B'.

Box 75 (marked 1920). 8 pressed letter books.

Box 76 (marked 1921). 8 pressed letter books.

Box 77 (marked 1922). 8 pressed letter books.

Box 78 (marked 1923). 7 pressed letter books.

V1: Bound volume (labeled 'INACTIVE Wrapper Orders 1929-1936'). Consists of bound printed forms for dust wrappers, 5 Jan. 1929 (No. 1152) to 31 Dec. 1936 (No. 2509), apparently for Frederick A. Stokes Co., New York. Originally wrapped in brown paper marked 'WRAPPER ORDER "1929 TO 1936" 1 of 1 "Bin" 8/B'.

Box 79 (marked 'LETTERS FROM LONDON AGENCY 1897 TO 1904'). 4 bound volumes of received correspondence, much on the printed stationery of Lippincott's London Agency at 10, Henrietta Street, Covent Garden and, later, 16, John St., Adelphi. 79.1 & 79.2 are without a front board; all probably should be disbound and placed in folders.

Box 80 (marked 1905-1913). 4 bound volumes of received correspondence from London agency. Some waterdamage.

Box 81 (marked 1913-1919). 4 bound volumes of received correspondence from London agency.

Box 82 (marked 1919-1925). 4 bound volumes of received correspondence from London agency.

Box 83 (marked 1925-27). 4 bound volumes of received correspondence from London agency.

Box 84 (marked 1927-1932). 1 bound volume of received correspondence from London agency. HAVE THREE VOLUMES BEEN REMOVED?

Box 85 (marked 1933-34). 3 bound volumes of received correspondence from London agency.

Box 86 (marked 'OLD COPYRIGHT CARBON'). 4 pressed letter books of copyright registration forms and payment receipts.

Box 87 (marked 28): see below after V62.

Box 88: see below after V84.

Boxes 89 to 91: see below after V87.

Box 92: see below after V96.

Boxes 93 & 94: see below after V98.

98 Bound volumes:

V1: See above between Box 78 and 79.

V2: Letters from London Agency, 3 Jan. to 31 Oct. 1930. See Box 84.

V3: Cash Disbursements, 24 Aug. 1942 to 31 May 1945.

V4: Cash Disbursements, 3 May 1940 to 24 Aug. 1942.

V5: Cash Disbursements, 22 Oct. 1937 to 3 May 1940.

V6: Cash Disbursements, 8 Sept. 1916 to 29 Nov. 1919.

V7: General Cash Disbursements, 22 July 1913 to 7 Sept. 1916.

V8: General Cash Disbursements, 20 Oct. 1910 to 22 July 1913.

V9: Summary Cash Receipts Journal, 4 Jan. 1943 to 31 March 1947.

V10: Cash Receipts, 23 May 1938 to 31 Dec. 1942.

V11: Cash Receipts, 2 Jan. 1928 to 20 May 1938. (waterdamaged)

V12: Cash Receipts, 12 Dec. 1914 to 14 Aug. 1916.

V13: Cash Receipts, 17 Oct. 1908 to 25 Feb. 1910.

V14: Cash Disbursements, 20 April 1931 to 27 Nov. 1934.

V15: Cash Disbursements, 3 Dec. 1934 to 22 Oct. 1937.

V16: Cash Receipts, 28 Feb. 1910 to 31 July 1911.

V17: Manufacturing Book, April 1918 to Oct 1922, and imported books, Nov. 1925 to July 1928. (Basically similar to the HMCo. printing records, with new books on versos, reprints into the 1940s on the rectos. Labeled on spine: 'MFG BOOK 10 P. A. S. & CO.')

- V18: Authors Manuscripts Book, 1917 to 1924. (Arranged by first letter of author's surname, then chronologically by year; not as detailed as HMCo. record, but give name address and how returned.)
- V19: Record of payments for pieces in Lippincott's Magazine, 12 March 1907 to 15 Sept. 1911. (chronological, with author index; label on front cover 'MANUSCRIPTS No. 3')
- V20: Inventory of Book Stock, 31 Dec. 1954. (Labeled 'INVENTORY DEC. 31, 1954'.)
- V21: Inventory of Book Stock, 31 Dec. 1955.
- V22: Inventory of Book Stock, 31 Dec. 1956.
- V23: Inventory of Book Stock, 31 Dec. 1950.
- V24: Inventory of Book Stock, 31 Dec. 1951.
- V25: Inventory of Book Stock, 31 Dec. 1952.
- V26: Inventory of Book Stock, 31 Dec. 1953.
- V27: Plate Book, ca. 1900. (Apparently an inventory and location guide to the plate vault; gives no. of boxes, where located, insurance value, when sent for printing, &c.)
- V28: Foreign Invoices Book, 1 Feb. 1895 to 30 Oct. 1899.
- V29: New Publications Book, 1 Nov. 1889 to 2 March 1893.
- V30: Authors Manuscripts Book, 1882 to 1886.
- V31: Authors Manuscripts and Payments Book, 1870 to 1885.
- V32: Valuation Book (Plates, Stamps, Authors Rights, Furniture & Fixtures), 1917 to 1934.
- V33. Summary Record of Sales, May 1881 to Aug. 1941.
- V34: Monthly Balances Book, Jan. 1914 to March 1925. (F.A.S. Co.)
- V35: Annual Royalties, Books published in 1908, 1908-1921. (F.A.S. Co.)
- V36: Journal, 4 Oct. 1856 to 22 April 1869. (unclear what is being posted, but perhaps failed a/c's, as many are charged to the a/c's of attorneys; there is also a long list of postings "Contingency Fund Dr. to Sundries")

- V37: Inventory, labeled 'J.B.L. Co's. Publications, Stereotype Plates, English Stock Pub. Dept. & Recapitulation of Stock January 31. 1888.'
- V38: Partners (J. B. Lippincott, Edmund Claxton, George Remsen) Cash Account Book, July 1855 to Nov. 1879. (Note metal lock on binding.)
- V39: Record of Stocks & Bonds Owned, 1936 to 1940. (F.A.S. Co.)
- V40: Receipt Book, 8 June 1906 to 25 April 1910. (Pressed letter book; labeled 'RECEIPT BOOK 1906--1910' and dated on front free end paper 'From June 8, 1906 To Apr. 25, 1910.)
- V41: Receipt Book, 30 June 1903 to 10 Dec. 1904.
- V42: Receipt Book, 15 Dec. 1904 to 28 May 1906.
- V43: Receipt Book, 7 Dec. 1899 to 30 March 1903.
- V44: Journal, 1 Jan. 1941 to Feb. 1945. (Not clear what this is a record of, perhaps cash payments or receipts. The book is divided into three sections 'A', 'B', and 'C', with a summary.)
- V45: Advertising Record, labeled 'Circular Advertising Month by Month' (on p. 1), Jan. 1936 to Oct. 1941.
- V46: General Journal No. 16, Sept. 1942 to Dec. 1944.
- V47: General Journal No. 17, Jan. 1945 to Oct. 1947.
- V48: General Journal No. 2, 1906 to 1910.
- V49: General Journal No. 4, 1913 to 1916.
- V50: General Journal No. 5, 1916 to 1920.
- V51: General Journal No. 8, Feb. 1927 to Dec. 1928.
- V52: General Journal No. 9, Jan. 1929 to Dec. 1930.
- V53: General Journal No. 10, Jan. 1931 to Dec. 1932.
- V54: General Journal No. 11, Jan. 1933 to Feb. 1935.
- V55: General Journal No. 12, March 1935 to Dec. 1937.
- V56: General Journal No. 13, Jan. 1938 to June 1940.

- V57: General Journal No. 14, July 1940 to August 1942.
- V58: Sales Book No. 7, 3 July 1917 to 30 Sept. 1923.
- V59: Sales Book No. 6, 5 Aug. 1913 to 30 June 1917.
- V60: Sales Book No. 4, 6 Jan. 1905 to 30 June 1909.
- V61: Sales Book No. 5, 7 July 1909 to 31 July 1913.
- V62: Voucher Register, Jan. 1942 to Nov. 1944. (Loose sheets in a binder, which has lost one of two spindles; could be rehoused in multiple folders) Organized by a/c numbers, showing purchases.
- Box 87: 32 electrotype plates, mounted on wooden blocks, for "Ironmaking in Pennsylvania."
- V63: Pay Roll Record, 10 Jan. to 25 June 1958.
- V64: Pay Roll Record, 9 Jan. 1953 to 20 Dec. 1957.
- V65: Pay Roll Record, 9 Jan. 1943 to 20 Dec. 1946.
- V66: Pay Roll Record, 10 Jan. 1950 to 22 Dec. 1952.
- V67: Salesmen's Commissions, 9 Dec. 1940 to 8 Dec. 1942.
- V68: Salesmen's Commissions, 5 Oct. 1938 to 2 Dec. 1940.
- V69: Salesmen's Commissions, 5 Jan. 1943 to 7 Feb. 1946.
- V70: Copyright Ledger, beginning 1864. (some waterdamage)
- V71: Publications Ledger No. 1, beginning Jan. 1868.
- V72: General Ledger, beginning Jan. 1873. 'Labeled Special Ledger No. 2.'
- V73: General Ledger, beginning Jan. 1861. Labeled 'Special Ledger No. 2 [changed to 3].'
- V74: Publications Ledger, beginning 1851. Labeled 'Copyright Ledger' (boards are loose).
- V75: Publications Ledger, beginning 1908. Labeled 'Special Ledger No. 4.'
- V76: Publications Ledger, beginning 1920. Labeled 'Special Ledger No. 5'; only 43 pages used.

V77: Royalty accounts, 30 June 1946 to 31 Dec. 1947. (a scrapbook with statements glued in, but the glue is failing, so needs attention)

V78: Voucher Register, 1927 to 1931.

V79: Cash Book, 1 July to 30 Dec. 1938.

V80: Daybook for Manufacturing, 9 Oct. 1923 to 3 Feb. 1937.

V81: Jobbing Ledger, 1 Jan. 1907 to 30 Dec. 1910. Labeled on spine '9 LEDGER VOL. 1. J. B. L. Co. 1907.' (no index)

V82: General Ledger, Jan. 1883 to Jan. 1898. (no index)

V83: Pay Roll Record, 10 Jan. 1947 to 22 Dec. 1949.

V84: Pay Roll Record, 10 Jan. 1937 to 19 Dec. 1942.

Box 88: A manuscript box with 2 folders of original manuscripts.

V85: Production cards, ca. 1900 to 1930, filed alphabetically by title, M to S. in a wooden file drawer (labeled '3').

V86: Publications Ledger, beginning 1892. Labeled "Special Ledger...No 3."

V87: Jobbing Ledger, 1 Jan. 1907 to 30 Dec. 1910. Labeled on spine '9 LEDGER VOL. 2. J. B. L. Co. 1907.' (no index)

V88: London letters, 3 July 1934 to 29 March 1935. Labeled 'LONDON LETTERS July 3, 1934 to March 29, 1935.'

Box 89: 19 cards with mounted anatomical drawings by Louis Schmidt and others.

Box 90: 14 folders with original drawings.

Box 91: Miscellaneous materials in 3 folders.

V88: London letters, 3 July 1934 to 29 March 1935. Labeled 'LONDON LETTERS July 3, 1934 to March 29, 1935.'

V89: London letters, 2 April to 31 Dec. 1935.

V90: London letters, 20 Sept. 1932 to 22 Aug. 1933. Labeled 'LONDON LETTERS September 20 to August 22, 1933.'

V91: London letters, 3 Jan. to 28 Sept. 1936.

V92: London letters, 29 July 1904 to 17 Feb. 1906. Labeled 'LONDON OFFICE July 29, 1902 to Feb. 17, 1906.' (waterdamaged)

V93: London letters, 26 Nov. 1908 to 16 Nov. 1909. (waterdamaged)

V94: London letters, 20 Nov. 1909 to 10 Dec. 1910. (lacking boards, but with slight waterdamage, now in folder)

V95: London letters, 1 June 1928 to 14 May 1929. Labeled 'LONDON LETTERS June 1, 1928 to May 14, 1929'. (waterdamage and mold)

V96: London letters, 17 May to 31 Dec. 1929. Labeled 'LETTERS FROM LONDON May 17, 1929 - Dec. 31, 1929'. (waterdamage and mold)

Box 92. 2 folders, typescript of Ford Maddox Ford's "Provence," parts 1 and 2. (originally in brown paper wrapper that is labeled, among other things, 'Bin-9- C'. (waterdamaged)

V97: Sales of Medical Books to Doctors, 1941 to 1943. Loose accounting sheets, tied between boards.

V98: Publications Ledger, beginning 1900. Labeled on spine 'MISCL CHARGE BOOK 1/2 PROFIT BOOK 1930 TO 1943'. (only 291pp. used)

Box 93 (marked 'LIPPINCOTT MAGAZINE MANUSCRIPT RECORDS'). Originally tied into 7 bundles, now rehoused as 21 bundles in 15 folders in 2 boxes '93A' and '93B'.

Box 94. Correspondence, 1925 to 1929, alphabetical by correspondent; Sales Reports, 1922 to 1923; and, Permanent Records files, 1904 to 1907; all in original folders. Now rehoused as '94A' and '94B'.