



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	Shelves
Incoming correspondence – domestic	1964-1978	27 boxes	110a-i
Sales counter correspondence	1975-1977	1 box	110i
Incoming correspondence – foreign	1964-1967	2 boxes	110i-111a

Outgoing correspondence	1964-1977	5 boxes	111a-b
1308 Walnut building – insurance policies, advertising, photos		1 box	111b
Inventories, receipts, summaries	1920-1977	1 box	111c
Inventory	1950-1976	4 boxes	111c-d
Sales journal (and Accounts receivable starting 1963)	1958-1977	6 boxes	111d-f
Accounts receivable (alphabetical)	1958-1977	4 boxes	111f-g
Cash sales	1940-1946, 1977	5 boxes	111h-i
Charge sales	1977	2 boxes	111i-112a
Mix. memos and sales	1938-1977	1 box	112a
Financial statements and tax returns	1913-1978	1 box	112a
Charge sales (by transaction number)	1925-1938	16 boxes	112b-g
Ledger	1925-1975	2 boxes	112g
Sales	1945-1958	6 volumes	112h
Trial balance	1925-1937	2 volumes	112h
Journal	1955-1978	2 volumes	112h
Bills	1940-1976	123 boxes	112h-113g
Paid invoices	1977	3 boxes	113g-h
Bills – foreign	1940-1976	10 boxes	113h-i
Store purchases	1975, 1978	3 boxes	113i
Receipts	1964-1967	1 box	113i
Inactive accounts (alphabetical)	1958-1975	2 boxes	114a
Orders to publishers	1973-1978	2 boxes	114a-b
Cancelled checks	1977	1 box	114b
Payroll [restricted]*	1928-1976	1 box	114b
Compensation records [restricted]*	1958-1976	1 box	114b
Payroll tax returns [restricted]*	1936-1973	1 box	114c
Purchases – domestic	1946-1977	35 volumes, 1 box	114c-d
Purchases – foreign	1942-1955, 1966-1977	2 volumes	114d
Purchase ledgers – domestic	1939-1972	32 volumes	114d-f, 115a
Purchase ledgers – foreign	1937-1956, 1961-1976	7 volumes	115a
Customer accounts (alphabetical)		12 card file drawers	114g-i
Accounts payable ledgers 1973-1977; Accounts payable and accounts receivable miscellaneous 1919-1978	1919-1978	1 box	115a
Cash receipts	1945-1977	5 volumes	115b
Expenses	1948-1977	7 volumes	115b
Cash disbursements	1955-1977	2 volumes	115b
Check disbursements	1956-1977	8 volumes, 1	115b-c

		box	
Costs of sales	1942-1977	6 volumes	115c
Purchases-to-sales ratios	1940-1978	1 volume	115c
Storeroom book (materials stored)	1950-1970	2 volumes	115c
Control records for prints	1943-1950	1 volume	115c
Old accounts	1908-1919	1 box	115c
Bad debt accounts	1959-1977	1 box	115c
Proforma and ab invoices	1976-1978	1 box	115c
Stock on hand valuations	1941-1967	3 volumes	115c
Closed-out memos	1970-1976	1 card file	115c
Unidentified		1 card file	115c
Exhibition catalogs, auction catalogs (and related correspondence)		1 box	115c
Personal: Mabel Zahn, J. Leonard Sessler, Arthur Goldsmith, Maude Brenner [restricted]*		1 box	115c
Appraisals, lists of collections, Xmas cards, and miscellaneous	1936-1976	1 box	115c
Charles and Caroline Sessler estate and personal	1922-1975	1 box	115c

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.