

1882

## American Etiquette and Rules of Politeness (Part Two)

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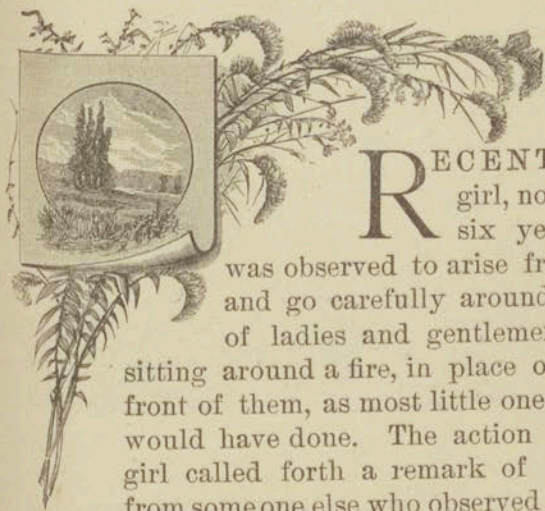
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**Authors**

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and Mrs. W. R. Houghton

## CHAPTER XXII.

### RULES OF CONDUCT.



**R**ECENTLY a little girl, not more than six years of age, was observed to arise from her seat and go carefully around a company of ladies and gentlemen who were sitting around a fire, in place of passing in front of them, as most little ones of that age would have done. The action of the little girl called forth a remark of approbation from some one else who observed her conduct.

Her parents at her early age had already done for her what many another one has to acquire through the tribulation of an embarrassing experience. It is an unfortunate thing that so many young men and women have to be taught what is proper and what is not proper conduct after they have reached years of maturity. Our young people might as well grow up intuitively taught in the principles and graces of good conduct by the example and advice of careful and con-

siderate parents, as to come into manhood and womanhood rude, ungraceful and negligent of the many little acts of kindness and unselfishness which always characterize a well-bred person. In this spirit and with this hope the following rules of conduct are presented :



*GRACEFULNESS.*

To every well-bred man and woman physical education is indispensable. It is the duty of a gentleman to know how to ride, to shoot, to fence, to box, to swim, to row, and to dance. He should be graceful. If attacked by ruffians, a man should be able to defend himself, and also to defend women from their insults. Dancing, skating, swimming, archery, games of lawn tennis, riding and driving, and croquet, all aid in developing and strengthening the muscles, and should be practiced by ladies. The better the physical train-



ing, the more self-possessed and graceful she will be. Open-air exercise is essential to good health and a perfect physical development.

#### *AWKWARDNESS OF ATTITUDE.*

Awkwardness of attitude betrays a want of good home training and physical culture. It is a mark of vulgarity. A lady should not sit cross-legged or side-wise on her chair, nor stretch out her feet, nor hold her chin, twirl her ribbons, or finger her buttons. A man should not lounge in his chair, nurse his leg, caress his foot crossed over his knee, or bite his nails. A gentleman is allowed more freedom than a lady. He may sit cross-legged if he wish, but should not sit with his knees far apart, nor with his foot on his knee. In indicating an object, move the whole hand, or the head, but never point the finger. All should be quiet and graceful, either in their sitting or standing position.

#### *OUR MOODS.*

Before we enter society we should subdue our gloomy moods. It is our duty to speak kindly and look pleasantly. Unless others make us the confidant of their woes, we should not inflict them with any dismal account of our health, state of mind or outward circumstances. We should appear sympathetic. A lady who expresses in plain, curt words, or by act, that the visit of another is unwelcome, may think herself no hypocrite; but she is very selfish. Courtesy requires her to forget her own feelings, and remember those of her visitor.

*GOSSIP AND TALE-BEARING.*

Gossip and tale-bearing are always a personal confession of malice or imbecility. These things should be shunned by the young of both sexes, who should, by the most thorough culture, free themselves from all inclination in that direction.

*A GOOD LISTENER.*

The art of being a good listener is almost as great as that of being a good talker; but you should do more than listen. It is your duty to seem interested in the conversation of those who are talking. To manifest impatience is a mark of low breeding.

*COUGHING, SNEEZING, ETC.*

If you must cough, sneeze or clear the throat, do it as quickly as possible. You should never expectorate, snuff, nor hawk in society. By placing the thumb or fingers firmly across the bridge of the nose, a sneeze can be checked. Bury the face in a handkerchief during the act of sneezing, for obvious reasons.

*REMOVING THE HAT.*

Through instinct a gentleman will remove his hat as soon as he enters a room, the habitual resort of ladies. He never sits in the house with his hat on in the presence of ladies. A gentleman will not retain his hat in a theatre or place of public entertainment.

*TALKING OF PERSONALITIES.*

Never speak of your birth, your travels or any personal matters to those who may misunderstand



you, and consider it boasting. If induced to speak of them, do not speak boastfully, and do not dwell too long upon them.

*UNFAVORABLE OPINIONS.*

If a young man appears to be attracted by, and attentive to a young lady, be exceedingly cautious about expressing an unfavorable opinion to him relative to her. The remembrance of your observations will not be pleasant to the parties, nor to yourself, should they marry.

*A WOMAN'S GOOD NAME.*

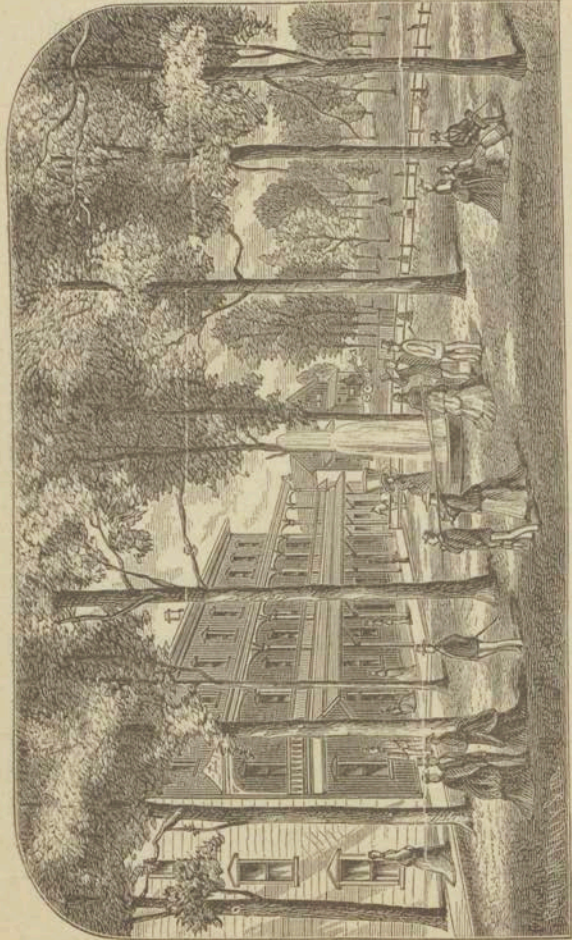
Lord Chesterfield says: "Civility is particularly due to all women; and remember that no provocation whatever can justify any man in not being civil to every woman; and the greatest man would justly be reckoned a brute if he were not civil to the meanest woman. It is due to their sex, and is the only protection they have against the superior strength of ours." No gentleman will speak a word against any woman at any time, or mention a woman's name in any company where it should not be spoken.

*KEEPING ENGAGEMENTS.*

It is very rude and an extreme violation of the rules of etiquette to make an engagement, either of business or pleasure, and break it. Those whose memory is not retentive enough to keep all engagements, should enter them in a small memorandum book, carried for that purpose.

*DO NOT CONTRADICT.*

It is extremely impolite to directly contradict any one. If the matter is of no importance, let it pass;





otherwise, say, "I beg your pardon, but I think you are mistaken or misinformed," or any other similar phrase, which will break the weight of direct contradiction.

*SPEAKING PERSONS' NAMES.*

In speaking of absent persons, who are not intimate friends or relatives, do not use their Christian names or surnames, but always use Mr. —, or Mrs. —, or Miss —. Do not speak of any one as "Mr. D." In speaking of a foreigner give his full name.

*PLAYING AND SINGING IN SOCIETY.*

If a lady is requested to sing or play, she should do so at once, if she intends to comply, without waiting to be urged. In refusing, she should do it in a manner that shall make her decision final. A lady should not monopolize the evening with her performances, but retire to make room for others. It is a mark of vanity for a lady to exhibit any anxiety to sing or play.

*SMOKING.*

A gentleman should not smoke in the presence of ladies, even though they have given permission, nor should he smoke in a room which ladies are in the habit of frequenting. The rules of politeness forbid it.

*THE BREATH.*

Keep the breath sweet and pure. Gentlemen should be careful and not go into the presence of ladies smelling of tobacco. Onions should not be eaten because of their offensiveness to the breath.

*EMOTION.*

It is a mark of good breeding to suppress undue emotion, whether of disappointment, of mortification, of laughter, of anger, or of selfishness in any form.

*DO NOT RECALL AN INVITATION.*

Even from the best motives, an invitation, once given, can not be recalled, without subjecting the one who recalls it to the charge of being either ignorant or regardless of all rules of conventional politeness. The only exception to this rule is, when the wrong person has received the invitation.

*TREATMENT OF INFERIORS.*

Never affect superiority. If you chance to be in the company of an inferior, do not let him feel his inferiority. When you invite an inferior as your guest, treat him with all the politeness and consideration you would show an equal.

*A CHECKED CONVERSATION.*

If a person checks himself in a conversation, you should not insist on hearing what he intended to say. There was some good reason for checking himself, and it might cause him unpleasant feelings to urge him to carry out his first intentions.

*ADAPT YOURSELF TO OTHERS.*

The best advice we can give under this head is to follow the old saying, "When in Rome, do as Rome does."



*INTRUDING ON PRIVACY.*

Knock before entering a private room anywhere. The private property of others should be carefully respected. Do not allow your curiosity to tempt you to pry into desks, letters, pockets, trunks, or anything belonging to another. Do not read a written paper lying open on a desk or table; whatever it may be, it is certainly no business of yours. If a person is reading or writing, do not look over his shoulder. Never question a servant or child upon family affairs. An implied confidence should not be betrayed, even if secrecy has not been requested.

*A LADY DRIVING WITH A GENTLEMAN.*

If a gentleman accepts an invitation from a lady to drive in her phaeton, he should walk to her house, unless she proposes to call for him. In that case he should, if possible, meet her on the way, or at least not cause her to wait for him.

*BE MODERATE.*

Your opinions should be expressed with modesty. If required to defend them, do so earnestly, but without that warmth which may lead to hard feelings. Avoid entering into argument. When you have spoken your mind, and shown that you are not cowardly in your beliefs and opinions, drop the subject and lead to some other topic.

*ANECDOTES, PUNS AND REPARTEES.*

Avoid bringing anecdotes into conversation. Do not exhibit vulgarity by "making puns." Indulge

with moderation in repartees, as they degenerate into the vulgarity of altercation.

*PRECEDENCE TO OTHERS.*

Unless required to take the precedence, give it to those older or of higher social position than yourself. It is better to give others the rank of precedence than to take your own.

*VULGAR ACTS.*

When committed in the presence of others the following acts are classed as vulgarities :

To stand or sit with feet wide apart.

To hum, whistle or sing in suppressed tones.

To use profane language, or stronger expressions than the occasion justifies.

To sit with your back to a person, without asking to be excused.

To chew tobacco, and its unnecessary accompaniment, spitting, are vulgar in the extreme.

To correct inaccuracies in the statements of others, or in their modes of speech.

To stand with the arms a-kimbo ; to lounge or yawn, or to do anything which shows disrespect, selfishness or indifference.

*GENERAL RULES.*

Never attract attention to yourself by talking or laughing loudly in public.

Never neglect to perform a commission undertaken for a friend.

Never answer another rudely or impatiently. Reply courteously at whatever inconvenience to yourself.

Never lean your head against the wall, as you may soil the paper of the room.



Never lend a borrowed book, but return such a book the day you are done with it.

Never engage a person in private conversation in presence of others, nor make any mysterious allusions which no one else understands.

Never waste the time of others by making them wait for you. Be punctual.

Never refuse to accept an apology for an offense, and never hesitate to make one, if it is due from you.

“Never speak of a man’s virtues before his face, or of his faults behind his back.”

Never ridicule others, be the objects of your ridicule present or absent.

Never boast of birth, friends or money, or of any superior advantages you may have.

Never address a mere acquaintance by his or her Christian name. The acquaintance may take offense at the presumption.

Never pass before persons when it is possible to pass behind them; and never pass between two persons who are talking together. Apologize when such an act is necessary.

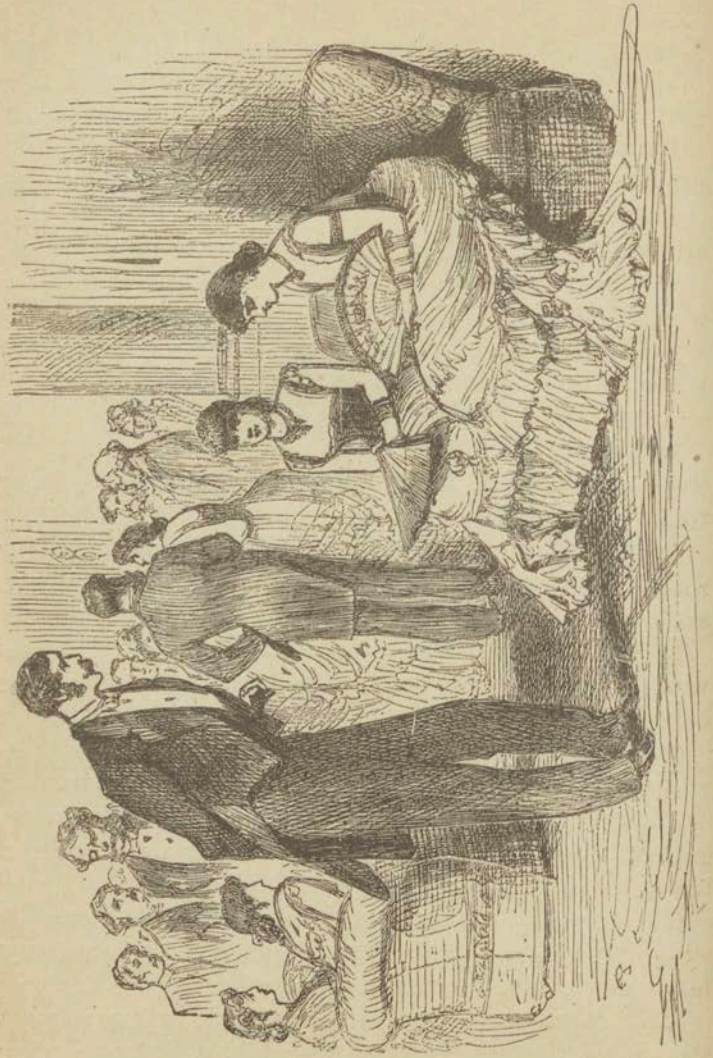
Never intrude upon a business man or woman in business hours unless you wish to see them on business.

Never stamp noisily or slam a door on entering a room.

Do not seem to notice the deformity of another.

Always hand a chair for a lady, and perform any little service she may seem to require.

Under ordinary circumstances a lady precedes a gentleman; a gentleman precedes a lady passing through a crowd.





Avoid every species of affectation, as it is always detected, and exceedingly disagreeable.

Talk as little of yourself as possible, or of the business or profession in which you are engaged.

Ladies never offer to take the arm in escorting each other.

Refrain from absent-mindedness in the presence of others. It is a poor compliment to thus forget them.

“In private, watch your thoughts; in your family, watch your temper; in society, watch your tongue.”

Do not touch or handle any of the ornaments in the house where you visit. They are intended to be admired, not handled, by visitors.

It is impolite to administer reproof to any one in the presence of others. It is unwise to scold at any time.

Bow slightly, as a general salutation, on entering a room, before speaking to each of the persons there assembled.

In speaking of your children to any one except servants, unless married, give them their Christian names only, or say “my daughter” or “my son.”

Acknowledge, without delay, an invitation to stop with a friend, or any unusual attention.

A gentleman or lady may look over a book of engravings or a collection of photographs with propriety, but it is impolite to read in company.

It is best to deal courteously with the rude as well as with the courteous. Contempt and haughtiness are habits to be avoided.

Never pick your teeth, clean your nails, scratch your head or pick your nose in company.

Never answer a serious remark with a flippant one, or play a practical joke on any person.

Always show respect for the religious opinions and observations of others, no matter how much they may differ from your own.

Be quiet and composed under all circumstances. Do not get fidgety if time drags heavily, nor show any visible signs of uneasiness.

Do not show a want of courtesy by consulting your watch either at home or abroad. If at home, it appears as though you were tired of your company, and wished them to be gone. If abroad, it appears as though the hours dragged heavily, and you were calculating how soon you would be released.

#### WASHINGTON'S MAXIMS.

Washington's directions as to personal conduct, which he called his "Rules of Civility and Decent Behavior in Company," have been given to the public by Mr. Sparks in his biography of Washington. They are interesting and valuable, and we give them entire.

"Every action in company ought to be with some sign of respect to those present.

"In the presence of others sing not to yourself with a humming voice, nor drum with your fingers or feet.

"Speak not when others speak, sit not when others stand, and walk not when others stop.

"Turn not your back to others, especially in speaking; jog not the table or desk on which another reads or writes; lean not on any one.

"Be no flatterer, neither play with any one that delights not to be played with.



“Read no letters, books or papers in company; but when there is a necessity for doing it, you must not leave. Come not near the books or writings of any one so as to read them unasked; also look not nigh when another is writing a letter.

“Let your countenance be pleasant, but in serious matters somewhat grave.

“Show not yourself glad at the misfortune of another, though he were your enemy.

“They that are in dignity of office have in all places precedence, but whilst they are young, they ought to respect those that are their equals in birth or other qualities, though they have no public charge.

“It is good manners to prefer them to whom we speak before ourselves, especially if they be above us.

“Let your discourse with men of business be short and comprehensive.

“In visiting the sick do not presently play the physician if you be not knowing therein.

“In writing or speaking, give to every person his due title according to his degree and the custom of the place.

“Strive not with your superiors in argument, but always submit your judgment to others with modesty.

“Undertake not to teach your equal in the art he himself professes; it savors arrogancy.

“When a man does all he can, though it succeeds not well, blame not him that did it.

“Being to advise or reprehend any one, consider whether it ought to be in public or private, presently or at some other time, also in what terms to do it; and in reproving show no signs of choler, but do it with sweetness and mildness.

“Mock not nor jest at anything of importance; break no jests that are sharp or biting, and if you deliver anything witty or pleasant, abstain from laughing thereat yourself.

“Wherein you reprove another be unblamable yourself, for example is more prevalent than precept.

“Use no reproachful language against any one neither curses nor revilings.

“Be not hasty to believe flying reports to the disparagement of any one.

“In your apparel be modest, and endeavor to accommodate nature rather than procure admiration. Keep to the fashion of your equals, such as are civil and orderly with respect to time and place.

“Play not the peacock, looking everywhere about you to see if you be well decked, if your shoes fit well, if your stockings set neatly and clothes handsomely.

“Associate yourself with men of good quality if you esteem your reputation, for it is better to be alone than in bad company.

“Let your conversation be without malice or envy, for it is a sign of tractable and commendable nature: and in all causes for passion admit reason to govern.

“Be not immodest in urging your friend to discover a secret.

“Utter not base and frivolous things amongst grown and learned men, nor very difficult questions or subjects amongst the ignorant, nor things hard to be believed.

“Speak not of doleful things in time of mirth, nor at the table; speak not of melancholy things, as death and wounds; and if others mention them, change, if you can, the discourse. Tell not your dreams but to your intimate friends.

“Break not a jest when none take pleasure in mirth. Laugh not aloud, nor at all without occasion. Deride no man's misfortunes, though there seem to be some cause.

“Speak not injurious words, neither in jest nor earnest. Scoff at none, although they give occasion.

“Be not forward, but friendly and courteous, the first to salute, hear and answer; and be not pensive when it is time to converse.

“Detract not from others, but neither be excessive in commending.



“Go not thither where you know not whether you shall be welcome or not. Give not advice without being asked ; and when desired, do it briefly.

“If two contend together, take not the part of either unconstrained, and be not obstinate in your opinion ; in things indifferent be of the major side.

“Reprehend not the imperfection of others, for that belongs to parents, masters and superiors.

“Gaze not upon the marks or blemishes of others, and ask not how they came. What you may speak in secret to your friend deliver not before others.

“Speak not in an unknown tongue in company, but in your own language ; and that as those of quality do, and not as the vulgar. Sublime matters treat seriously.

“Think before you speak ; pronounce not imperfectly, nor bring out your words too heartily, but orderly and distinctly.”

“When another speaks, be attentive yourself, and disturb not the audience. If any hesitate in his words, help him not, nor prompt him without being desired ; interrupt him not, nor answer him till his speech be ended.

“Treat with men at fit times about business, and whisper not in the company of others.

“Make no comparisons ; and if any of the company be commended for any brave act of virtue, commend not another for the same.

“Be not apt to relate news if you know not the truth thereof. In discoursing of the things that you have heard, name not your author always. A secret discover not.

“Be not curious to know the affairs of others, neither approach to those that speak in private.

“Undertake not what you can not perform ; but be careful to keep your promise.

“When you deliver a matter, do it without passion and indiscretion, however mean the person may be you do it to.

“When your superiors talk to anybody, hear them ; neither speak nor laugh.

"In disputes be not so desirous to overcome as not to give liberty to each one to deliver his opinion, and submit to the judgment of the major part, especially if they are judges of the dispute.

"Be not tedious in discourse ; make not many digressions, nor repeat often the same matter of discourse.

"Speak no evil of the absent, for it is unjust.

"Be not angry at table, whatever happens ; and if you have reason to be so, show it not ; put on a cheerful countenance, especially if there be strangers, for good humor makes one dish a feast.

"Set not yourself at the upper end of the table ; but if it be your due, or the master of the house will have it so, contend not, lest you should trouble the company.

"When you speak of God or his attributes, let it be seriously, in reverence and honor ; and obey your natural parents.

"Let your recreations be manful, not sinful.

"Labor to keep alive in your breast that little spark of celestial fire called conscience.





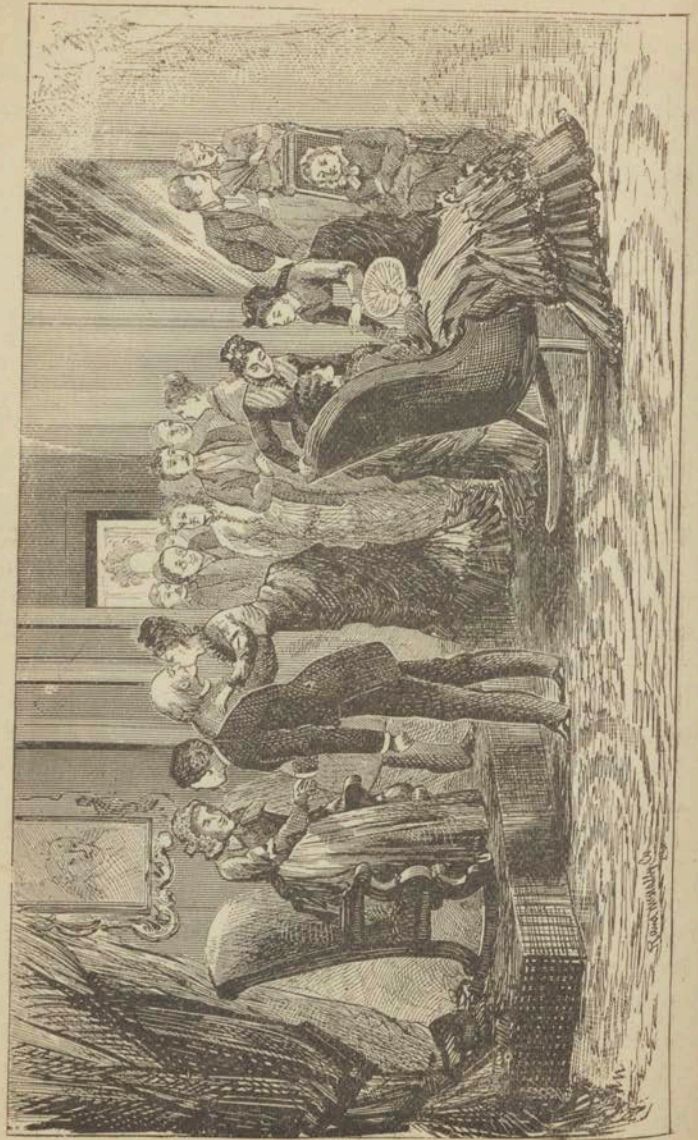
## CHAPTER XXIII.

### ANNIVERSARIES.



**T**is the aim and the object of all anniversaries, whether in public or in private life, to enable us to bring back again *viva voce* the scenes and the events which, although past, make us thrill with the joy, the life and the enthusiasm of what once marked an epoch in our

lives. Imbued with this spirit, the practice of celebrating wedding anniversaries has come to be largely observed among all classes of good society. The custom is a good one, because it affords an opportunity for a social reunion among the friends and relatives of the husband and wife. On these occasions the couple celebrating often appear in the wedding costume which, if preserved many years, adds interest and pleasure by its quaintness and oddity as compared with the prevailing styles. The couple receive their guests together, who, upon entering the drawing-room, tender their congratulations and good wishes for continued prosperity and happiness. The various anni-





versaries receive names indicative of the presents suitable to such occasions. At the earlier anniversaries much pleasantry is occasioned by presenting unique and fantastic articles prepared for the occasion. In doing this, care should be taken not to offer anything which would be apt to give offense to a person of a sensitive nature.

*THE PAPER, COTTON AND LEATHER WEDDINGS.*

The first anniversary of the wedding-day is called the paper wedding, the second the cotton wedding, and the third the leather wedding. Invitations to the first should be printed or written on a gray paper. Articles made of paper should be the only presents given.

For the cotton wedding invitations should be printed on fine cotton cloth. Presents, if given, should be of articles of cotton cloth.

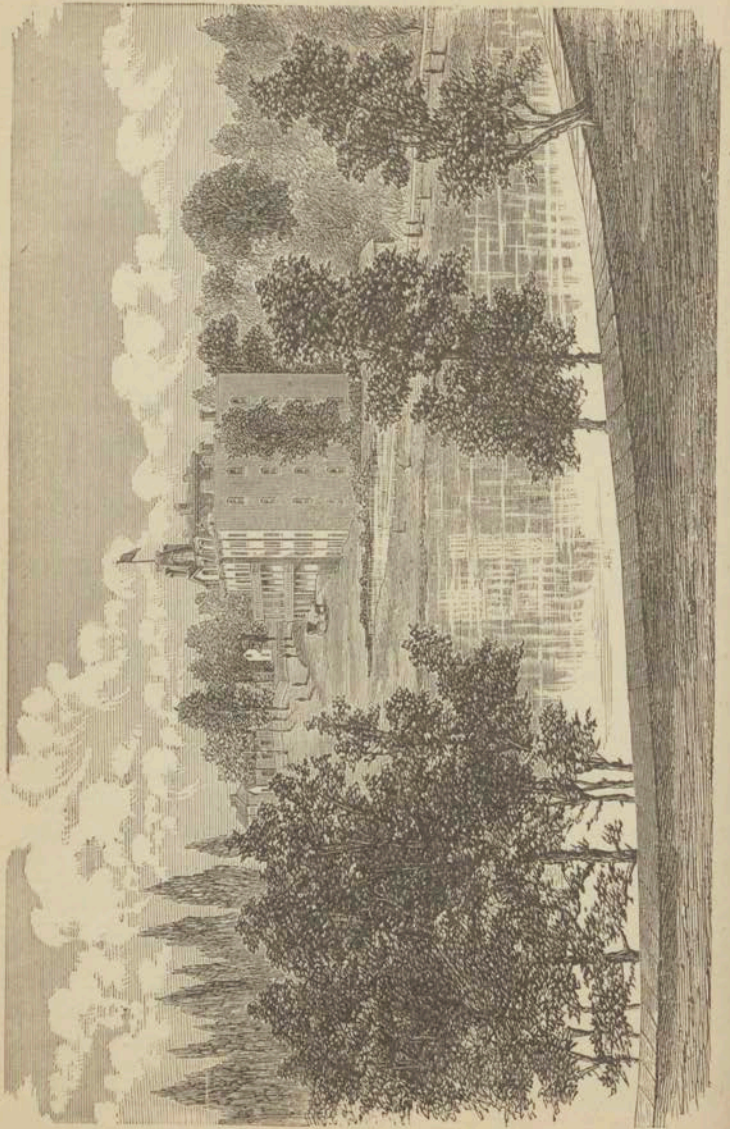
Issue invitations for the leather wedding upon leather, nicely gotten up. Only presents of leather are appropriate.

*THE WOODEN WEDDING.*

The fifth anniversary of the marriage is called the wooden wedding. In issuing invitations use thin cards of wood, or enclose in an envelope a card of wood with invitation, which may be written upon wedding paper. Articles made of wood are suitable for presents.

*THE TIN WEDDING.*

The tin wedding is the tenth anniversary of the marriage. The invitations should be upon cards





covered, with a tin card enclosed. Presents may be selected from the list of articles made of tin.

*THE CRYSTAL WEDDING.*

The fifteenth anniversary is called the crystal wedding. The invitations for this anniversary may be on wedding paper with a sheet of mica enclosed, thin transparent paper, or colored sheets of prepared gelatine. Presents should be articles of glass.

*THE FLORAL WEDDING.*

The floral wedding occurs on the twentieth anniversary of the wedding day. The invitations should be on exceedingly fine paper, elegantly printed and enclosed in an envelope, with a small pressed flower bearing a sentiment that you wish to express. If presents are offered, they may be tastefully arranged bouquets, wreaths or garlands, or floral emblems, suitable to that for which they are designed.

*THE SILVER WEDDING.*

The silver wedding is the twenty-fifth anniversary of the wedding-day. The invitations may be issued upon an excellent quality of note paper, printed in bright silver, with monogram or crest upon both paper and envelope, in silver also. Presents of silver are appropriate.

*THE PEARL WEDDING.*

The pearl wedding is the thirtieth anniversary. The invitations should be printed with pearl type on a very fine glazed card, oval-shaped, and of a silvery or bluish white color. Presents, if offered, should be articles of pearl.

*THE CHINA WEDDING.*

The china wedding is the thirty-fifth anniversary. The invitations for this wedding should be on a superior quality of fine, semi-transparent note paper or cards. Any article of china ware, useful or ornamental, is suitable for a present on this occasion.

*THE CORAL WEDDING.*

The coral wedding occurs on the fortieth anniversary of the marriage. Invitations may be issued upon a fine wedding paper. Presents may be of white or red coral.

*THE BRONZE WEDDING.*

The forty-fifth anniversary of the wedding-day is called the bronze wedding. The invitations should be issued upon bronzed cards. Articles of bronze may be offered as presents.

*THE GOLDEN WEDDING.*

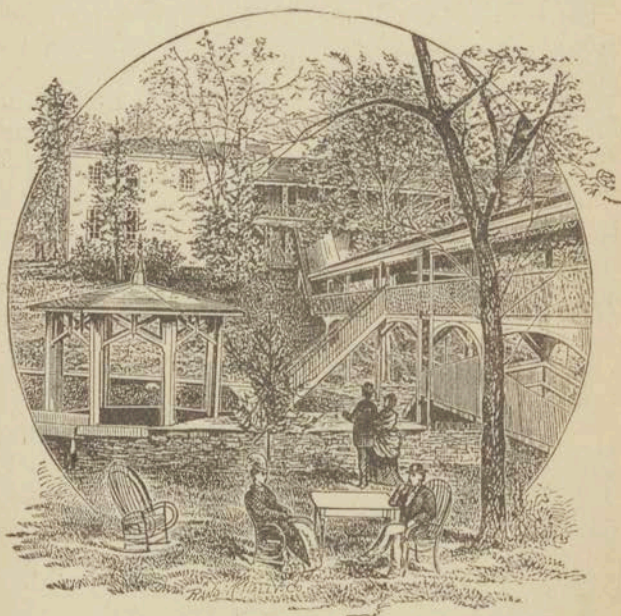
The close of half a century of married life is truly an event worthy of celebration. When man and wife have clung together and braved the storms of this life for fifty years, they certainly deserve hearty congratulations and offerings of gold. Invitations should be upon superfine note paper, printed in gold, with highly burnished crest or monogram on both paper and envelope. If presents are offered, they should be in gold.

*THE DIAMOND WEDDING.*

Diamond weddings are seldom celebrated. Few persons dwell together under the holy bonds of



matrimony seventy-five years. So rare is the diamond wedding that no particular form of invitations is in use. A general offering of presents on this occasion is impossible, since the means of most persons will not admit of making gifts of diamonds.



*PRESENTS AT ANNIVERSARY WEDDINGS.*

Custom and the rules of etiquette do not require that an invitation to an anniversary wedding be acknowledged by a gift. The members of the family and intimate friends are usually the donors on such occasions, and may use their own judgment as to giving presents.

It is not amiss and is generally customary in issuing invitations to a golden or silver wedding, to have printed at the bottom the words "No presents," or to inclose a card announcing—"Presents are not expected."

*INVITATIONS TO ANNIVERSARY WEDDINGS.*

Below is given a model invitation to an anniversary wedding. The names of the husband and wife, and the dates of the marriage and the anniversary may be inserted in their proper places.

MODEL INVITATION.

*Golden Wedding.*

*1831-1881.*

*Mrs. and Mrs. Wm. H. Beard,*

*Will receive their Friends at the  
residence of their Son,*

*Wm. H. Beard, Jr.,*

*On Monday Evening, April 9th,  
from two until ten o'clock.*

*Es. S. W. F.*

*937 Lake Ave.*

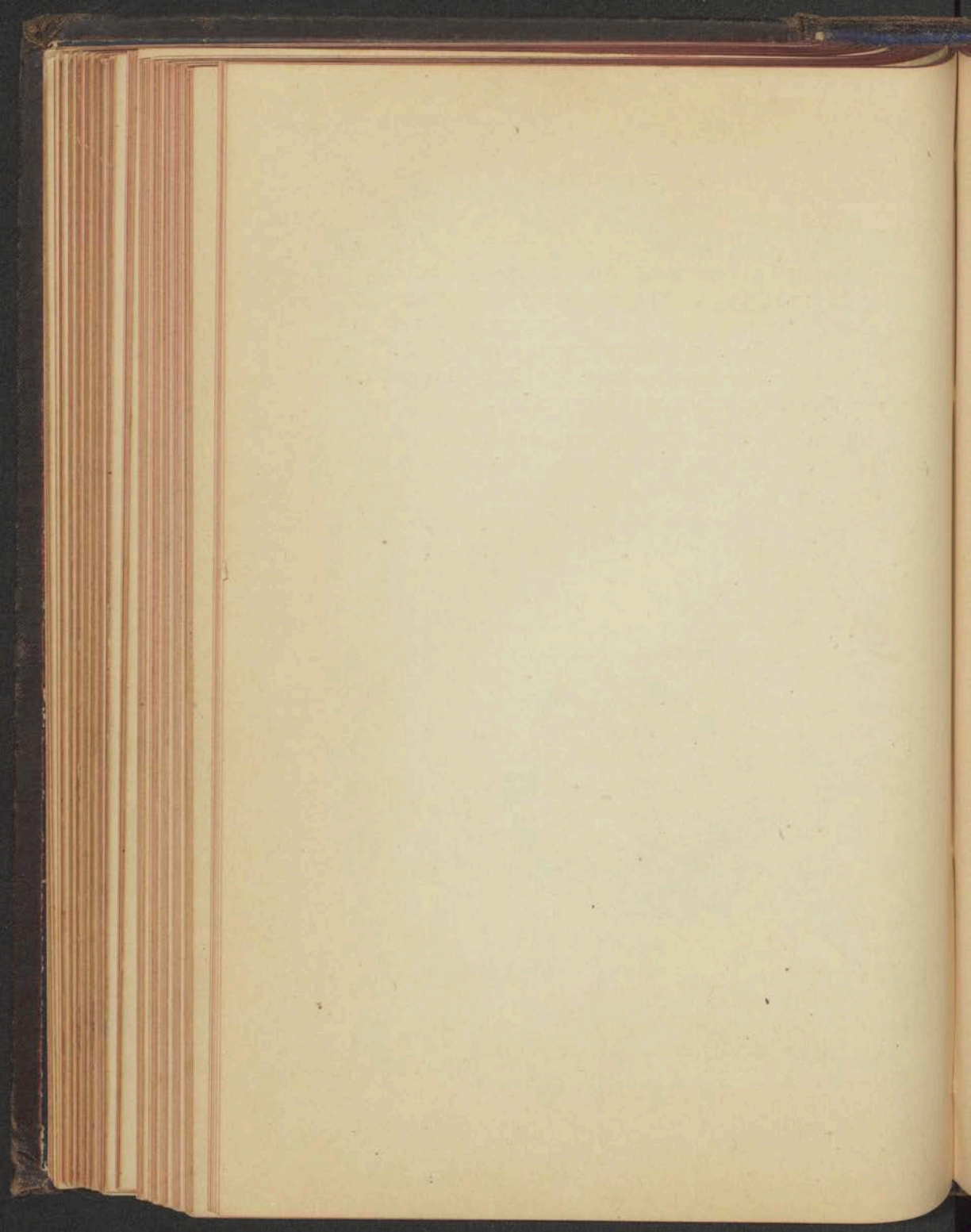
A proper variation will make the above form suitable for all anniversary weddings.



*THE MARRIAGE CEREMONY.*

The marriage ceremony is often repeated at silver or golden weddings. The officiating clergyman may so change the exact words of the marriage ceremony as to render them appropriate to the occasion. The earliest anniversaries are almost too mirthful occasions upon which to introduce this ceremony.







## CHAPTER XXIV.

### THE TOILET.



**D**LEANLINESS, neatness and tidiness represent the triple incentive to the maintenance of any and every system of etiquette. One's conversation may be fascinating, his actions graceful, and his countenance pleasing; but if his person is untidy, his hair unkempt, and his dress negligent, we are instinctively and unequivocally repelled. Therefore, in matters pertaining to cleanliness and

tidiness any one who would be a well-bred person can not be too careful. The sweetness, attractiveness and purity which pervade the presence of any neat and careful person are, in themselves, attractions which at once open to him the way to social position and the ownership of many friends. The toilet, then, is a careful and a daily attention to the neatness and tidiness of one's person and dress. Out of it grow better health, greater pleasure and more perfect beauty than one can hope to obtain from any other source. With these in mind, let no gentleman fail to give attention to well-combed hair, clean hands, well-trimmed beard or cleanly shaven face, and good clothes; while every lady will be sure to avoid an untidy dress and disheveled hair.

*THE BATH.*

The bath is the first requisite for health, cleanliness, vigor and beauty. No better health preservative can be prescribed than the bath. It not only cleanses the body, but preserves the skin and keeps its millions of pores in a clean, healthy state. We should not bathe simply to be clean, but for the sanitary effects, and to remain healthy and clean. Nothing refreshes and invigorates like cold water, but it stimulates too much and does not cleanse enough. A warm water bath once or twice a week, with plenty of soap, is necessary for cleanliness. The water should be from eighty-five to ninety-five degrees Fahrenheit. The flesh-brush should be applied vigorously, and a coarse Turkish towel used for thorough drying. For beautifying the complexion, the daily use of the sponge or flesh-brush, plenty of exercise in the operation, and early rising, can not be equaled.

A house should always be provided with a bath-room. Dispense with the parlor or a bed-room before you do without the bath-room. The loss will be a princely gain. A house containing a bath-room, with hot and cold water, affords a luxury to be prized; but in small towns and country houses such conveniences can not be had. An oilcloth placed upon the floor will make a hand bath agreeable.

The shower bath can not be recommended for indiscriminate use, for it can not be endured by persons of delicate constitutions.

A hip bath may be taken every morning with the temperature of the water suited to the endurance of the individual. A sponge bath is recommended upon retiring in summer. A warm bath should be taken at



least once each week in order to thoroughly cleanse the body and keep open the pores of the skin. Always use rough towels to dry the skin, remove the impurities, and give a healthy glow to the body. The use of the hair glove or flesh brush is recommended before applying the towel. The head should be wet first in all baths. If overheated or fatigued, always rest before bathing. Dr. Franklin and eminent French physicians recommend the air bath, which is simply exposure to the sun, light and air, and in many cases this simple treatment is said to have effected wonderful cures.

#### *THE SKIN.*

The best way of improving and beautifying the skin is to improve the general health by temperate living, moderate exercise, early rising, perfect cleanliness of the entire person, and the avoidance of all cosmetics. Cosmetics and washes are dangerous to beauty, and surely defeat the end they seek. A free circulation of the blood is essential for a beautiful complexion. Tight lacing interferes with the circulation, hence it injures the complexion. Wash the skin thoroughly with warm water and soap frequently, to remove the oily exudations on its surface. Any unpleasant sensations that may be caused by the use of soap can be removed by rinsing the surface with water, to which has been added a little lemon juice or vinegar.

#### *FRECKLES.*

Freckles are of two kinds: those occasioned by exposure to the sun, and those which are constitutional and permanent. With care, the skin may be kept





free from the disfigurement of the former. Persons whose skin is very delicate should carefully avoid exposure to the sun. The iron in the blood forms a junction with the oxygen, and leaves a rusty mark where the junction takes place. These marks are called freckles. They may be removed by using as a wash, night and morning, a mixture of finely grated horse-radish and buttermilk, which has remained together over night and then strained; or the juice of half a lemon with a half tumbler of water applied in the same manner.

#### *MOLES.*

Moles may be removed by moistening a stick of nitrate of silver, and touching them: they turn black, become sore, dry up, and fall off. If they do not go by first application, repeat. They are generally a great disfigurement to the face and should be removed, but it is better and safer to consult a surgeon before taking any steps to remove them.

#### *OTHER DISFIGUREMENTS.*

Other disfigurements and discolorations of the face and skin frequently proceed from improper care of the person, unwholesome diet, irregular habits, and a general derangement of the system. Good habits are necessary for the enjoyment of perfect health, and beauty of complexion is impossible without good health. Always seek the cause before applying a remedy, for you might aggravate rather than cure the evil.

#### *PERFUMES.*

The propriety of the use of perfumes is much questioned by good authority, as that perfume which may

be agreeable to one is perhaps offensive to another. If used at all, however, they must be of the finest quality, and used with great moderation. Perfumes that are generally unpleasant, such as musk and patchouli, must be avoided, as their odor, to most people, is very disagreeable. The best qualities of cologne water are seldom objectionable.

#### *THE TEETH.*

A face without well preserved, regular and pearly teeth can not be said to be beautiful. Bad and neglected teeth injure health. We must, to insure perfect health and beauty, take great care of our teeth. The teeth should be carefully brushed with a soft brush on retiring at night and after each meal. Soft water is preferable to hard water. Be particular and use the brush on the inside as well as the outside of the teeth. Always thoroughly clean your brush after using by plunging it into a glass of clean water several times, and dry with a towel.

Good authorities claim that the use of tooth washes or powders is injurious. If used at all, great care should be exercised concerning the frequency and quantity. When water will not clean the teeth, a moderately stiff brush and a good quality of Castile soap should be employed. The soap is harmless, and is the best cleanser for the teeth known. It may be used once a day, and will keep the teeth white and clean, unless they are disfigured and destroyed by bad habits, such as the use of tobacco or hot or cold drinks.

#### *DECAYED TEETH.*

Visit the dentist once every six months and have a careful examination of the teeth made; if any appear-



ance of decay is discovered, have the decayed part removed and the cavity properly filled. Do not neglect the teeth if you wish to keep them sound. If decay is arrested at the first stage the tooth can be preserved, but if neglected it will be eventually destroyed.

#### *TARTAR ON THE TEETH.*

Tartar results from an impaired condition of the stomach's fluids and the general health. It collects on the teeth and gums, is of a yellowish tint, and is not easily removed. It should have immediate attention. If you can not keep it down by a frequent use of the brush, go at once to a dentist and have it removed. If allowed to accumulate and form a firm, solid mass, the teeth will begin to decay, and the breath will be tainted. Washing the teeth with vinegar is said to assist in removing tartar in its early stages.

The use of salt and water is highly recommended for removing and curing tenderness of the gums; also frequent rinsing of the mouth with water containing a few drops of tincture of myrrh.

#### *FOUL BREATH.*

Foul breath is often caused by neglected and decayed teeth. If arising from the teeth, mouth or local cause, a gargle, made by dissolving a spoonful of chloride of lime in a half tumbler of water, will remove the offense. Frequent use of common parsley will remove the taint of smoking. Particles of food which lodge between the teeth can not always be removed with the brush, and if let remain will be decayed by the hot atmosphere of the mouth and cause offensive breath.







A tooth-pick is necessary to remove such particles. A goose-quill is the safest and best. Those made of metal should be avoided. A harsh tooth-brush will irritate the gums, and should not be used. A concentrated solution of chloride of soda, say five or ten drops in a wine-glass of water, is an excellent wash for the mouth to remove bad breath. The taint of onions may be removed with parsley leaves, with vinegar or burnt coffee.

#### *THE FEET.*

The feet should be more carefully attended to than any other part of the body. Experience has taught every person that colds, and many other diseases which proceed from colds, are attributed to cold and improperly cared for feet. The feet are so far from the centre of the system of circulation that the flow of the blood may be easily checked, and this could result in nothing but evil. Yet there is no part of the human body so much neglected and trifled with as the feet. Persons should not cramp their toes and feet into thin, narrow, bone-pinching, high-heeled boots and shoes, in order to display neat feet in the fashionable sense of the term. Changing warm for cold shoes or boots can not be too carefully guarded against. Avoid wearing air-tight boots or shoes. India-rubber shoes should not be worn except when absolutely necessary, and then only for a short time. Wash the feet every day. A tepid bath at about eighty or ninety degrees should be used. The feet may remain in the water five minutes, and when taken out, they should be immediately dried with a coarse towel. Do not pare the nails until after the bath, as the water softens them and they will not break so easily. Good

warm stockings and thick-soled boots and shoes, are conservators of health, and consequently of happiness.

*TREATMENT OF FETID PERSPIRATION OF THE FEET.*

Many persons are annoyed with their feet perspiring very freely. This generally occurs in hot weather in the summer, though it often occurs in cold weather. This complaint should receive the greatest care and attention to insure cleanliness. The feet should be bathed regularly every night and morning in warm water and soap, which is usually sufficient. If this fails, a strong solution of carbonate of soda should be used.

*TO PROTECT THE FEET IN WALKING.*

Persons who have a great deal of walking to do should always have easy, well-fitting shoes or boots and woolen stockings. If the feet should get sore, take equal parts of gum camphor, olive oil and pure beeswax, and mix them together; warm them until they are united and become a salve. At night wash the feet well, dry them, then apply the salve, and put on clean stockings and sleep with them on. Next day the feet will be in excellent trim for walking.

Blisters may be prevented by turning the stockings wrong side out and rubbing them thoroughly with common brown soap before starting on a long walk. If blisters occur, pass a darning-needle threaded with worsted through the blister lengthwise, and leave an inch of the thread outside at each end. Let the thread remain until the new skin forms beneath the old. Do not treat blisters in any other way, for a troublesome sore may be the result.



*TREATMENT FOR CHILBLAINS AND FROSTED FEET.*

Chilblains may be avoided by keeping the feet dry, wearing lamb's wool socks, and never heating the feet too rapidly when they are cold. The following are highly recommended for chilblains and frosted feet:

Apply common tar to the parts affected, and bind up with cloth, so as not to interfere with wearing the stocking. Wear this four days or a week. Or, dissolve one ounce of white vitriol in a pint of water, and bathe the parts affected very often.

An excellent chilblain ointment is made of two quarts of lard, one pint of turpentine, one-fourth of a pound of camphor, or less in the same proportions. Mix well.

The following is said to be a sure cure for broken chilblains: The yolk of an egg well beaten up, and a teaspoonful of honey; keep stirring them together, sprinkling on flour from the flour-dredge whilst you are stirring, to make it of a thickish consistency. Spread this on the wound.

*THE TOE NAILS.*

The toe nails are more irregular in their growth and do not grow as rapidly as the finger nails, owing to their confined position. They should be trimmed once every two weeks. Pare them squarer than those of the fingers. Keep them long enough to protect the toe, but not so long as to wear holes in the stocking.

When the flesh grows over the nails, the proper course to pursue is, to cut a notch in the centre of the nail, or to scrape it thin in the middle. The nail will grow more rapidly where the notch has been cut, and

the extremities, which are imbedded in the flesh, will soon recover their former position. Do not fail to persevere in it, and you will surely find relief. Cut or scrape as deep as you can bear, and repeat the process every few days if necessary. Then avoid afterward cutting the corners of the nails too short. The tendency of the nail is to grow most toward the place where it is cut most.

#### *TREATMENT FOR CORNS.*

Many persons wear ill-fitted shoes and boots, and at the same time suffer pain from cramped toes and bruised corns. The best precaution for corns is to wear the right kind of boots and shoes always. Persons who wear loose, easy fitting shoes and boots are seldom troubled with corns. The most effective cure is to be found in the application of a circular disk of felted wool or of cotton with a hole in the middle to receive the corn. This may be obtained at drug stores. This relieves the corn by removing from it the pressure of the shoe; in time, the corn will entirely disappear.

#### *THE HAND.*

A perfect hand with tapering fingers, and pink, filbert-shaped nails, is a mark of beauty. The hand is in proper proportion to the rest of the body when it is as long as from the point of the chin to the edge of the hair on the forehead.

Every person should be particular with, and give their hands much attention. They should be kept perfectly clean. Wash them frequently in soap and water, and scrub with a soft nail-brush. More care and attention is required in cold weather, for they are



likely to roughen and crack. Wash the hands in lukewarm water and dip them in cold water, and very carefully dry them with a soft towel. They should be thoroughly dried and rubbed briskly for some time afterward. Frequent rubbing promotes circulation, which is the secret of a healthy skin and beautiful complexion. Washing in milk and water makes the skin white and delicate; or at night anoint in palm oil and put on woolen gloves. Wash them next morning with hot water and soap, and wear a pair of soft leather gloves during the day. Sunburn may be removed by washing the hands in lime water or lemon juice.

#### *CHAPPED HANDS.*

Cold weather and improper care are usually the cause of chapped hands. Numerous remedies are recommended for chapped hands. Sweet cream is a good remedy, and a weak solution of chlorate of potash is said to be excellent. A thorough washing of the hands in snow and soap will cure the worst case of chapped hands, and leave them beautiful and soft.

#### *WARTS.*

Warts are very unsightly. They are more common with young people than with adults. In most cases they can be removed, but some are very difficult to get rid of. A harmless cure for warts may be had by simply taking two or three cents worth of sal ammoniac, dissolve it in a gill of soft water, and wet the warts frequently with this solution, when they will disappear in the course of a week or two. Warts may be removed by touching with the end of a stick of





lunar caustic, which may be obtained, with directions for use, from any druggist, or an application of acetic acid once a day to the top will remove them. Cover the skin surrounding the wart with wax, to avoid injury from the acid.

*THE NAILS AND MOIST HANDS.*

The nails must be kept scrupulously clean. Neglected and unclean nails are very repulsive, and show carelessness and inattention to the minor details of the toilet. Cut the nails neatly about once a week, always just after washing, as they are soft then, and round them nicely at the corners. Filbert-shaped nails are considered the most beautiful. Do not cut them too short, and never bite them. To bite them is to disfigure them and make them difficult to clean. If the skin adheres and grows up on the nail, it should be pressed back with the towel after washing; or it may be loosened around the edge with a blunt instrument. Scraping the nails should be avoided, for instead of polishing it only makes them wrinkled.

A small hand is not necessarily the most beautiful. The more exquisite the proportions the greater the degree of beauty. The hand that remains small and delicate because it has never done anything useful, is the homeliest of hands. The hand can perform its share of labor, and yet, with proper care, may be retained beautiful, soft and shapely. The hands should be well protected with gloves when performing any out-door work; always for garden work. Wash them carefully and dry them thoroughly after such labor. Should they become roughened by soap, rinse them in vinegar or lemon juice. Plenty of out-door exercise,

more baths, nutritious food, and few stimulants, is a good remedy for moist hands. Starch powder and lemon juice are recommended. Bean flour is said to be excellent.

#### *THE EYES.*

Beautiful eyes are always admired. Nothing lends so much to the beauty of the eyes as an honest, intelligent, benevolent expression of the face. The eyes are the index of the soul, and many traits of character may be read in them; therefore, it should be remembered, that to have pleasing eyes, pleasing traits of character should be cultivated, and a clear conscience preserved. Their beauty is independent of all arts of the toilet. Nothing is more foolish and vulgar than painting or coloring the lids or lashes. The eyes are very delicate and should never be tampered with. They are easily destroyed.

#### *SHORT-SIGHTEDNESS.*

This defect of the eyes is often acquired through habit or carelessness in youth, and if proper care and attention is given children by parents and teachers, it can generally be avoided. Books or papers should not be held too close to the eyes, for it invariably injures the sight. The near-sighted should wear glasses exactly fitting the vision. They should not be worn constantly though, as they tend to shorten the vision. Trust to the unaided eye as much as possible, and wear glasses only when it is absolutely necessary.

#### *SQUINT-EYES AND CROSS-EYES.*

Squint- and cross-eyes result many times from carelessness and habit. Children should not be allowed



to wear their hair hanging down over the eyes, or anything that will direct the sight irregularly. Projecting bonnets, ribbons and other ornaments coming within the possible reach of the sight should not be worn, as they generally injure the sight, and sometimes cause the eyes to become crossed. A cross-eye will disfigure the most beautiful face, and should be remedied by a surgical operation.

*RULES TO BE OBSERVED IN THE USE OF  
THE EYES.*

Persons will profit by observing the following rules:

Avoid all sudden changes between light and darkness.

Never begin to read, write or sew for several minutes after coming from darkness to bright light.

Never read by twilight, or moonlight, or on a very cloudy day.

Never read while riding in the cars, or any vehicle.

Never read by an imperfect or unsteady light.

Never read or sew directly in front of the light, or window or door.

Never wear glasses when not needed.

Never sleep so that on the first awakening the eyes shall open on the light of a window.

Do not use the eyesight by light so scant that it requires an effort to discriminate.

The moment you are instinctively prompted to rub your eyes, that moment cease using them.

If the eyelids are glued together on waking up, do not forcibly open them, but apply the saliva (the speediest diluent in the world) with the finger, then wash your eyes and face in warm water.

Save your eyes—

By sitting in such a position as will allow the light to fall obliquely over the shoulder while reading or sewing.

By not using the eyes for reading, sewing, etc., by artificial light, especially gaslight.

By avoiding the special use of the eyes in the morning before breakfast.

By resting them for half a minute or so while reading or sewing, or looking at things at a distance or up to the sky.

Keep the feet warm, and never cool the head suddenly, under penalty of inflammation of the eyes.

Bathe the eyes at night rather than morning. The moment you are conscious of an effort to read or sew, lay aside the book or needle, and employ yourself for an hour in some active exercise not requiring the close use of the eyes.

#### *INFLAMED EYES.*

Many remedies for inflamed eyes are highly recommended; we present the simplest and the best. In all cases great care should be taken in regard to the diet, which should be light and unstimulating. Perfect quiet is necessary. Bathe the eyes in pure soft water, warm or cold, as may be most agreeable. At night apply cold cream to the edges of the closed eyelids, and wash them in the morning with lukewarm water. If the lids are scaly, do not seek to remove the scales roughly, for they bring the lashes with them.

If some stronger application is desired, there is nothing better than a little alum boiled in a teacupful of milk, and the curd used as a poultice, or a poultice of raw potato scraped fine. An eye water



which has become very famous as one of the best, is made as follows: Take of sulphate of zinc ten grains, sugar of lead twenty grains, rose water one quart. Dissolve each separately, then mix and filter through blotting paper, and it is ready for use. Wash the eyes with this two or three times a day. It is well to keep this remedy on the toilet table constantly. Inflamed lids may be reduced by tying a small piece of ice in the corner of a thin handkerchief, and passing it back and forth over the closed eye, resting at intervals, when the cold is too intense. This has been found very efficacious.

#### *STY ON THE EYELID.*

To remove a sty, put a teaspoonful of tea in a small bag; pour on just enough boiling water to moisten it; then put it on the eye pretty warm. Keep it on all night, and in the morning the sty will most likely be gone; if not, a second application is sure to remove it.

#### *EYEBROWS AND LASHES.*

By giving the eyebrows the same care which is given to the hair, they may be made more beautiful. If the eyebrows unite, let them alone. If you remove the uniting hairs, a scar will be produced which will disfigure more than the meeting eyebrows. The eyebrows may be brushed in the direction they ought to grow, and their beauty increased.

The eyelashes may be lengthened by trimming carefully and evenly occasionally in childhood, but as they do not grow out again after a certain age, care should be taken not to ruin them.

The eyebrows and lashes should not be dyed, except in cases where they are not of the same color as the hair. In all other instances the practice is exceedingly vulgar, and confusion and want of harmony are generally produced. Nature is not easily improved upon.



*TO GIVE BRILLIANCY TO THE EYES.*

Persons who wish to increase the brilliancy of their eyes should shut them early at night, and open them early in the morning; let their minds be constantly intent on the acquisition of human knowledge, or on

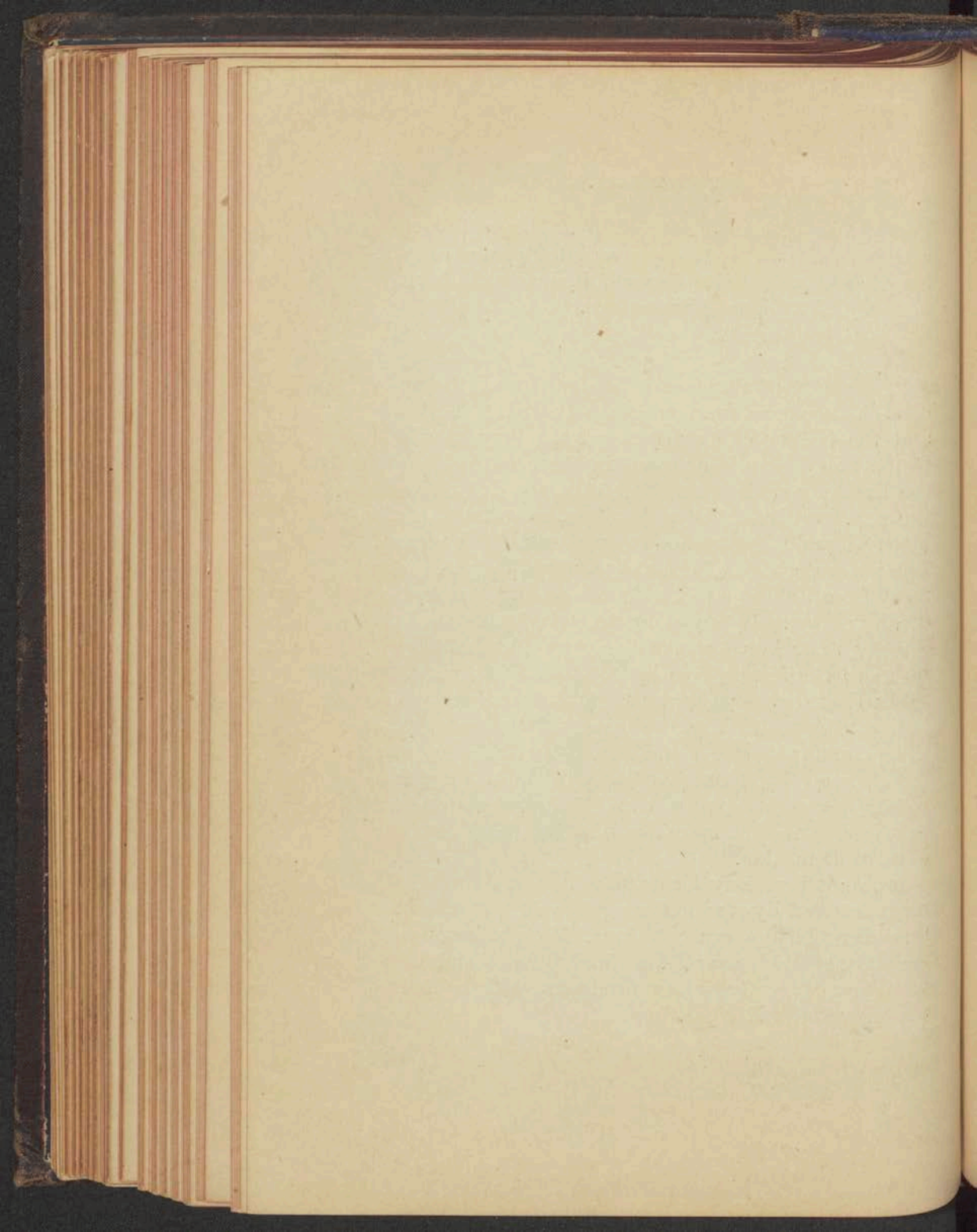


the exercise of benevolent feelings. This will scarcely ever fail to impart to the eyes an intelligent and amiable expression, which, of course, increases the beauty, not only of the eyes, but the face.

#### THE HAIR.

“The glory of a woman is her long hair,” the pride of a man a handsome, well-kept beard. The value and the beauty of hair or beard rise very greatly in proportion as one is deficient in these appendages of the human countenance. The care, the dressing and the preservation of them, therefore, are matters of no inconsiderable importance to every well-bred person. The peasant girls of Normandy are said to possess the most beautiful hair to be found among the women of any nation. It is sad, and yet it illustrates how eagerly their less fortunate sisters seek the beauty given to the female face by beautiful hair, when we think that once every year these maidens go to the hair merchants of Paris, who visit their country, as sheep to the shearers, and for a few francs permit themselves to be divested of an aureole of glory that would be an untold prize could it but be transferred to the crown of a more wealthy but less fortunate devotee of fashion.

It is not necessary for us to call attention to all the nostrums and dyes which are prepared and used for retaining and preserving the hair. Many valuable and useful suggestions to all well-bred persons and those who prize this God-given ornament will be found among “Toilet Recipes.”





## CHAPTER XXV.

### DRESS.



**E**XQUISITE taste and good common sense are the essential elements of dress. Elegant dressing is not found in expense; money without judgment may load, but never can adorn. A lady may be covered with jewels, and yet not show the slightest good taste. One has

rightly said: "The result of the finest toilet should be an *elegant woman*, not an elegantly dressed woman."

#### CONSISTENCY IN DRESS.

The only just principles of dressing are, simplicity, adaptation to your figure, your rank and your circumstances.

Consistency in regard to station and fortune is the first matter to be considered. A woman of good sense will not wish to expend in unnecessary extravagances, money wrung from an anxious, laborious husband; or if her husband be a man of fortune, she will not, even then, encroach upon her allowance. In the early years

of married life, when the income is moderate, it should be the pride of a woman to see how little she can spend upon her dress, and yet present that tasteful and creditable appearance which is desirable. Much depends upon management, and upon the care taken of garments. She should turn everything to account, and be careful of her clothing when wearing it.

*EXTRAVAGANCE IN DRESS.*

Dress, to be in perfect taste, need not be costly. It is unfortunate that in the United States, too much attention is paid to dress by those who have neither the excuse of ample means, nor of social culture. The wife of a poorly paid clerk, or of a young man just starting in business, aims at dressing as stylishly as does the wealthiest among her acquaintances. The sewing girl, the shop girl, the chambermaid, and even the cook, must have their elegantly trimmed silk dresses and velvet cloaks for Sunday and holiday wear, and the injury done by this state of things to the morals and manners of the poorer classes is incalculable.

*INDIFFERENCE TO DRESS.*

Indifference to dress is a sign of indolence and slovenliness. Even if a lady's dress is of cheap material it must be neat. Poverty is no excuse for uncleanness.

It is the duty of every lady to dress as well and as becomingly as her means will allow.

*APPROPRIATE DRESS.*

The style of a lady's dress must assume a character corresponding with the wearer. Small ladies may



wear delicate colors, while large and robust persons appear best in dark shades. A lady's complexion determines the colors that are most becoming for her. Dark rich shades harmonize with brunette complexion and dark hair, and persons of fair complexion and light hair look best in the delicate tints.

#### *GLOVES.*

Ladies and gentlemen wear gloves on the street, at evening parties, to the opera, or theatre, at receptions, at balls, at church, when making a call, riding or driving; but not at a dinner.

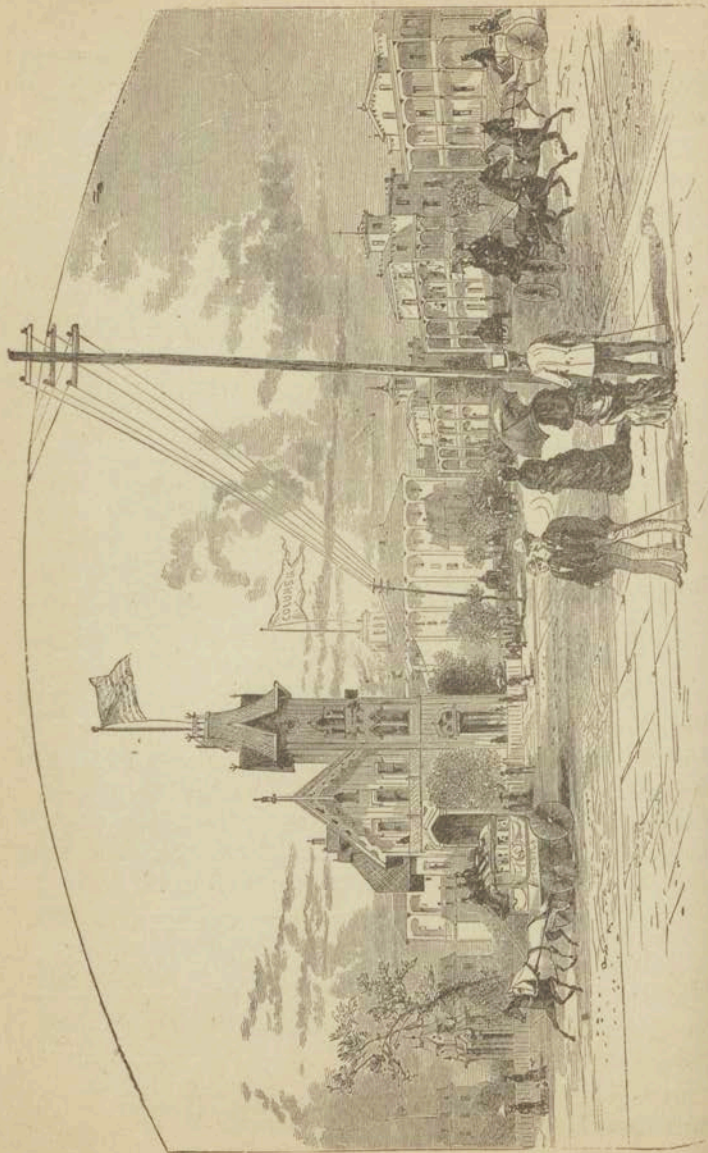
White gloves should be worn at balls; delicate tints for evening parties, and any shade at church.

#### *EVENING DRESS FOR GENTLEMEN.*

For evening a gentleman should wear a black dress suit, with white cravat, and kid gloves of white or pale hue. His shirt front should be spotless. He should give especial attention to his hair, and see to it that it is a becoming length and neither too long nor too short. Dress for a large dinner party, opera or ball may be the same. Morning dress is worn for church, and on Sunday no gentleman should appear in evening dress, either at church, at home or abroad.

#### *MORNING DRESS FOR GENTLEMEN.*

The morning dress for gentlemen is a black frock coat, or a black cut-away, white or black vest, gray or colored pants, a high silk (stove-pipe) hat, and a black necktie. A black frock coat with black pants is not considered a good combination, nor is a dress coat and colored or light pants. The morning dress





is suitable for garden calls and receptions. It is not good taste for a gentleman to wear a dress coat, and white tie in day time.

*JEWELRY FOR GENTLEMEN.*

No well-bred gentleman will load himself with jewelry. He may wear one ring, a watch chain, studs and cuff buttons.

*EVENING DRESS FOR LADIES.*

A lady's evening dress may be as rich, elegant and attractive as she wishes to have it. Full evening dress should be worn to parties and balls, and it may be worn to large dinners. A dress should not be cut so low in the neck as to cause remarks.

Fashions are too changeable to give directions as to how a party dress should be made.

*BALL DRESS.*

A fanciful and airy dress is most suitable for the ball-room. Rich and heavily trimmed silks are for those who do not dance. The brightest and most delicately tinted silks, expensive laces, an elaborate display of diamonds and flowers for the hair all belong to the costume for a ball.

*THE FULL DINNER DRESS.*

A lady's dinner dress for winter may be of heavy silk or elegant velvet, and for summer, light, rich goods. Everything about her costume should be as complete and faultless as possible. The fan and gloves should be fresh. Diamonds are used as extravagantly as you wish. The flowers worn should be

of the choicest variety. Black, dark blue, purple, dark green, garnet and light tints may be worn at dinner parties.

*DRESS OF A HOSTESS AT A DINNER PARTY.*

The dress of a hostess at a dinner party should be rich, but not more elegant than her guests. A rich silk dress, with lace at the neck and wrists, with plain jewelry by daylight, but diamonds by gaslight, must be worn by a young hostess.

*SHOWY DRESS.*

Black predominates over all colors. The showy costumes once worn have given way to more sober colors.

*DRESS FOR RECEIVING CALLS.*

If a lady has set apart a special day for receiving calls, she should have a silk dress for the occasion. The quality may depend on her position. Laces and jewelry may be worn with this dress. A lady who attends to her morning domestic affairs, may receive calls in her morning dress, which must be neat, with white collar and cuffs. Upon receiving New Years calls, a lady should be dressed as elegantly as she can afford. If she darkens her parlors and lights the gas, she should be dressed in full evening dress.

*CARRIAGE DRESS.*

A dress for a drive through the streets of a city, along fashionable drives, or in parks, can not be too elegant. It may or may not have a trail. For a country drive the material should be of a dark color, as it is not so likely to be soiled.



*VISITING COSTUMES.*

Costumes for visiting, funeral occasions, and informal calls should be of richer material than walking suits. The bonnet may be rich or simple. For winter, the jacket, mantle, and shawl or cloak worn should be rich. Whatever is worn in summer should be comfortable and pleasant to look at.

*DRESS FOR MORNING CALLS.*

For morning calls one may wear a walking suit if they are walking, if not, a carriage dress should be worn. A silk dress should be worn with laces, light gloves and jewelry. Diamonds are more preferable for evening than daylight. A dark dress is most appropriate for morning calls.

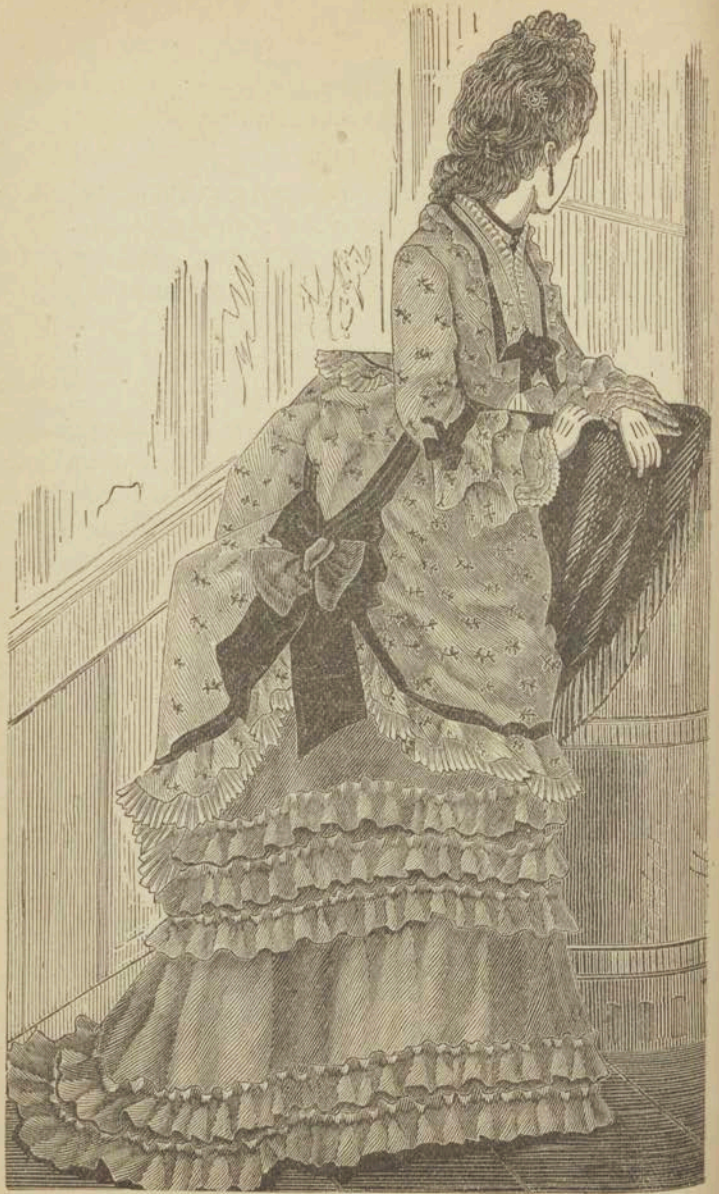
*MORNING DRESS FOR STREET.*

A morning dress for the street should be neat and plain. It should be walking length. Gloves to suit the weather should be worn. Neat linen collars and cuffs are most suitable. The hat or bonnet should match the dress. For rainy weather a large waterproof with hood is more convenient than an umbrella.

A morning dress for a visit or breakfast in public may be of plain woolen goods, if it is winter. If it is summer, it may be white or figured wash goods. The hair should be neatly combed without ornaments.

*THE PROMENADE DRESS.*

The dress for the promenade should be in perfect harmony with itself. All the colors worn should har-





monize, if they are not strictly identical. The bonnet should not be of one color and parasol of another, the dress of a third and the gloves of a fourth. Nor should one article be new and another shabby. The collar and cuffs should be of lace; the kid gloves should be selected to harmonize with the color of the dress, a perfect fit. The jewelry worn should be bracelets, cuff buttons, plain gold earrings, a watch, chain and brooch.

• *OPERA DRESS.*

Opera dress for matinees may be as elegant as for morning calls. A bonnet is always worn unless she dresses in evening costume, then she may wear ornaments in the hair and leave off the bonnet. Since the effect of light colors is more brilliant in the opera house, they should be worn.

*THE RIDING DRESS.*

A lady's riding habit should fit perfectly. The skirt must be full, and long enough to cover her feet. She should wear stout shoes and gloves with gauntlets. The material for the riding dress may be of broadcloth or waterproof. Lighter goods may be used for summer, and a row of shot should be stitched at the bottom of the breadths of the left side to prevent the skirt from being blown by the wind. The riding dress should button nearly to the throat, and a linen collar with a bright necktie should be worn. Coat sleeves should come to the wrist with linen cuffs beneath them. No lace or embroidery should be worn when riding. The waist must be attached to a skirt of usual length, and the long riding skirt fastened over it, so that if an accident occurs obliging her to

dismount, she can remove the long skirt and still be properly dressed. The hair should be tucked up very compactly, and no veil must be allowed to stream in the wind. Fashion will determine the shape of the hat, and the trimming should be fastened very securely.

*A WALKING SUIT.*

A walking suit may be rich or plain. It should be neatly made and not shabby. Flashy colors may be used for trimmings. Black is the most becoming for a street dress. The walking dress must be short enough to clear the ground.

*DRESS FOR LADIES OF BUSINESS.*

Ladies who are employed as sales-women, teachers, or those occupied in literature, art or business of any kind should wear a dress different from the usual walking suit. The material should be serviceable and of a sober color. It should be plainly trimmed. Plain collar and cuffs should be worn; gloves that can be easily removed. Jewelry may be worn in a small quantity. The hat should be neat. Waterproof makes a good serviceable cloak for winter wear.

*ORDINARY EVENING DRESS.*

Silk is the most becoming for an evening dress. Woolen dresses may be worn in winter; and lawns or white dresses elegantly made, in summer. Much jewelry may be worn if desired. For winter the colors should be rich, and knots of bright ribbon should be worn at the throat and in the hair. Diamonds and artificial flowers are not in good taste. One may



make a casual call in an ordinary evening dress. A dress bonnet or hood may be worn. If the latter is worn it must be removed during the call.

*DRESS FOR SOCIAL PARTY.*

Choose your colors, material and trimmings to suit your taste. The neck and arms must be covered. Light gloves may or may not be worn.

*DRESS FOR CHURCH.*

A church dress should be the plainest promenade costume; of dark color and no superfluous jewelry.

*DRESS FOR THE THEATRE.*

A rich promenade dress with a handsome cloak or shawl is suitable for the theatre. A bonnet or hat may be worn. Gloves should harmonize with the dress.

*DRESS FOR LECTURE AND CONCERT.*

A silk dress with laces and jewelry is a suitable costume for a lecture or concert. A rich shawl or an opera cloak is an appropriate outer garment. Light kid gloves should be worn.

*CROQUET, ARCHERY AND SKATING COSTUMES.*

Croquet and archery costumes may be similar, and they admit of more brilliancy in coloring than any of the out-of-door costumes. They should be short, displaying a handsomely fitting but stout boot, and should be so arranged as to leave the arms perfectly free. The gloves should be soft and washable. Kid is not suitable for either occasion. The hat should have a broad brim, so as to shield the face from the sun, and





render a parasol unnecessary. The trimming for archery costumes is usually of green.

An elegant skating costume may be made of velvet, trimmed with fur, with fur bordered gloves and boots. Any of the warm, bright colored wool fabrics, however, are suitable for the dress. If blue or green are worn, they should be relieved with trimmings of dark furs. Silk is not suitable for skating costume. To avoid suffering from cold feet, the boot should be amply loose.

#### *BATHING COSTUME.*

The best material for a bathing costume is flannel, and the most suitable color is gray, and may be trimmed with bright worsted braid. The loose sacque, or the yoke waist, both to be belted in, and falling about midway between the knee and ankle, is the best form for a bathing costume. An oil-skin cap to protect the hair from the water, and merino socks to match the dress, complete the costume.

#### *TRAVELING DRESS.*

Comfort and protection from dust and dirt are the requirements of a traveling dress. For an extensive journey a traveling suit is a great convenience, but for a short trip an ordinary dress may be worn with a duster or a waterproof cloak, as the season demands. A variety of materials may be used for a traveling dress. Soft neutral tints, and smooth surface, which does not retain the dust, may be used. The dress should be made plain and quite short. The undershirts should be colored, woolen in winter and linen in summer. The hat or bonnet must be plainly trimmed and protected by a thick veil. Collar and

cuffs should be worn. The hair should be put up in the plainest manner. A waterproof and warm woolen shawl are necessary, and may be carried in a shawl-strap when not needed. A satchel should be carried, in which may be kept a change of collars, cuffs, gloves, handkerchiefs, toilet articles and towels. A traveling dress should be well supplied with pockets. The waterproof should have large pockets, and there should be one in the underskirt, in which to carry such money and valuables as are not needed for immediate use.

*THE WEDDING DRESS.*

A full bridal costume should be white from head to foot. The dress may be of silk, heavily corded satin, or plain silk, merino, alpaca, crape, lawn or muslin. The veil may be of lace, tulle or illusion, but it must be long and full. It may or may not cover the face. Orange blossoms or other white flowers and maiden blush roses should form the bridal wreaths and bouquets. The dress is high, and the arms covered. Slippers of white satin and white kid gloves complete the dress.

*DRESS OF BRIDESMAIDS.*

The bridesmaids should not be so elaborately dressed as the bride. Their dresses must be of white, but they may wear delicately colored flowers and ribbons. They may not wear veils, but if they do, they must be shorter than that of the bride.

*TRAVELING DRESS OF A BRIDE.*

Silk or any of the fine fabrics for walking dresses are suitable for a bride's traveling dress. The shade may depend upon the latest style. Bonnet and gloves



should match the dress in color. It may, if she wishes, be more elaborately trimmed than an ordinary traveling dress. It is very customary now for the bride to be married in a traveling costume, and the bridal pair at once set out upon their journey.

*DRESS AT WEDDING RECEPTIONS.*

Full evening dress should be worn by the guests at evening receptions. No one should attend in black or mourning dress, which should give place to grey or lavender. At a morning reception of the wedded couple, guests should wear the richest street costume with white gloves.

*MOURNING.*

In the United States no prescribed periods for wearing mourning garments have been fixed upon. When the grief is profound no rules are needed. But where persons wear mourning for style and not for feeling, there is need of fixed rules. For deep mourning one should wear the heaviest black of serge, bombazine, lustreless alpaca, delaine, merino or similar heavily clinging material, with crape collar and cuffs. Mourning dresses should not be trimmed. No ruffles, bows, or flounces are admissible. The bonnet is of black crape; a hat should never be worn. The veil is of crape or barege with heavy border; black gloves are worn and black bordered handkerchiefs should be used. Black furs may be worn in winter. Jewelry is forbidden; jet pins and buckles should be used. Black silk and alpaca trimmed with crape may be worn for second mourning with white collars and cuffs. The crape veil is laid aside for net or tulle, but the jet jewelry is still retained. A less degree of mourning

is worn of black and white, purple and gray, or a combination of these colors. Crape is retained in bonnet trimming and crape flowers may be added. Light gray, white and black, and light shades of lilac indicate a slight mourning. A black lace bonnet, with white or violet flowers, supersedes crape, and jet or gold jewelry is worn.



*PERIODS OF WEARING MOURNING.*

The deepest mourning is that worn by a widow for her husband. It is worn two years, sometimes longer. Widow's mourning for the first year consists of solid black woolen goods, collar and cuffs of folded untrimmed crape, a simple crape bonnet, and a long,



thick, black crape veil. The second year, silk trimmed with crape, black lace collar and cuffs, and a shorter veil may be worn, and in the last six months gray, violet and white are permitted. A widow should wear her hair perfectly plain, and should always wear a bonnet; never a hat.

The mourning for a father or mother is worn for one year. The first six months the proper dress is of solid black woolen goods trimmed with crape, black crape bonnet with black crape facings and black strings, black crape veil, collar and cuffs of black crape. Three months, black silk with crape trimming, white or black lace collar and cuffs, veil of tulle and white bonnet facings; and the last three months in gray, purple and violet. Mourning worn for a child is the same as that worn for a parent.

Mourning for a grandparent is worn for six months. Three months black woolen goods, white collar and cuffs, short crape veil and bonnet of crape trimmed with black silk or ribbon; six weeks in black silk trimmed with crape, lace collar and cuffs, short tulle veil; and six weeks in gray, purple, white and violet.

Mourning worn for a friend who leaves you an inheritance, is the same as that worn for a grandparent.

Mourning for a brother or sister is worn for six months, two months in solid black trimmed with crape, white linen collar and cuffs, bonnet of black with white facing and black strings; two months in black silk, with white lace collar and cuffs; and two months in gray, purple, white and violet.

Mourning for an uncle or aunt is worn for three months, and is the second mourning named above, tulle, white linen and white bonnet facings being worn

at once. For a nephew or niece, the same is worn for the same length of time.

The deepest mourning excludes kid gloves; they should be of cloth, silk or thread; and no jewelry is permitted during the first month of close mourning. Embroidery, jet trimmings, puffs, plaits—in fact, trimming of any kind—is forbidden in deep mourning, but worn when it is lightened.

Mourning handkerchiefs should be of very sheer fine linen, with a border of black, very wide for close mourning, narrower as the black is lightened.

Mourning silks should be perfectly lustreless, and the ribbons worn without any gloss.

Ladies invited to funeral ceremonies should always wear a black dress, even if they are not in mourning; and it is bad taste to appear with a gay bonnet or shawl, as if for a festive occasion.

The mourning for children under twelve years of age is white in summer and gray in winter, with black trimmings, belt, sleeve ruffles and bonnet ribbons.





## CHAPTER XXVI.

### PRESENTS.



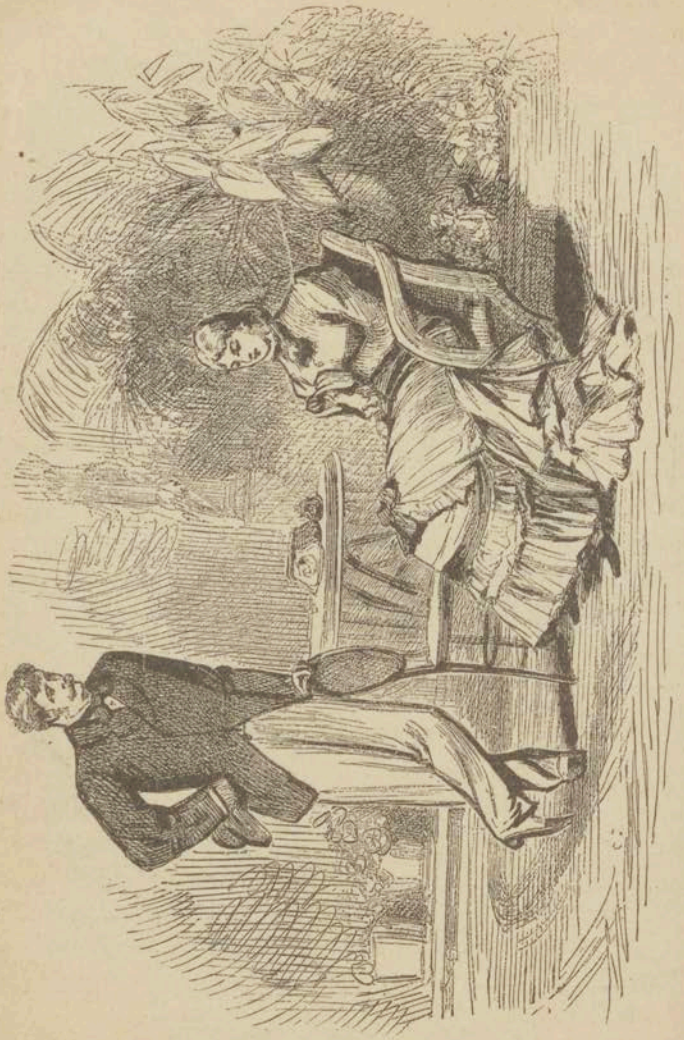
UR presents spring from one of two sources. Either they are the manifestation of a pure, unselfish affection, or they are given with the expectation of receiving something in return. In the latter case they partake of the nature of bribes, and are a violation, not only of the rules of propriety, but even of the principles of morality. A true present must be a token of affection already existing, not a means of winning favor.

#### *COSTLY PRESENTS.*

Rich and costly presents should rarely if ever be made. A present ought to be valuable from what it signifies, rather than on account of what it really is. A wealthy father may, of course, make a costly gift to a son or daughter; but in most cases where there is not some close relationship, the propriety of such a gift would be extremely questionable.

#### *MOST SUITABLE PRESENTS.*

Says Emerson: "Our tokens of love are for the most part barbarous, cold, and lifeless, because they





do not represent our life. The only gift is a portion of thyself. Therefore, let the farmer give his corn; the miner, his gem; the sailor, his corals and shells; the painter, his picture, and the poet, his poem."

In other words, it is always best to give something of your own production or discovery. If the recipient have any love for you, the value of the gift will be enhanced many fold by being the offspring of your effort and skill. But if he have no true affection for the giver, nothing can be valuable as a gift.

A person sometimes comes into possession of a thing which is of no special value to himself, but which to another, on account of his calling, studies, or tastes, may be very desirable. Under such circumstance it is always proper to make a present of the thing in question, even to a stranger.

#### *GIFTS TO LADIES.*

As a rule a young unmarried lady should not receive a present, above all a costly present, from a gentleman; unless he be a relative, or is engaged to her. A costly gift from a gentleman to a young lady would be indelicate, as having the appearance of a bribe upon her affections. A married lady may receive a gift from a gentleman who is under obligations to her for hospitality.

#### *GIFTS BY LADIES.*

Gifts by ladies should be of a delicate nature, usually some dainty product of their own taste and skill. If a married lady makes a present to a gentleman she should give it in the name of both herself and her husband.

*A GENTLEMAN'S PRESENT TO HIS BETROTHED.*

Even to the lady to whom he is engaged a gentleman should not, as a rule, make very costly gifts. Neither is it the best of taste to present her ornaments for her person.

*GIFTS BEYOND ONE'S MEANS.*

Avoid giving a present that may seem inconsistent with your means. The recipient will be apt to think, even if his good taste prevents him from saying so, that you should have kept the gift, or its cost, for yourself.

*RECEIVING A GIFT.*

Always accept with expressions of gratitude any present offered you in the spirit of kindness, unless the circumstances are such that you can not with propriety take the gift. Never say to one who makes you a present, "I fear you rob yourself," nor anything to imply that the gift is beyond his means.

*REFERRING TO GIFTS.*

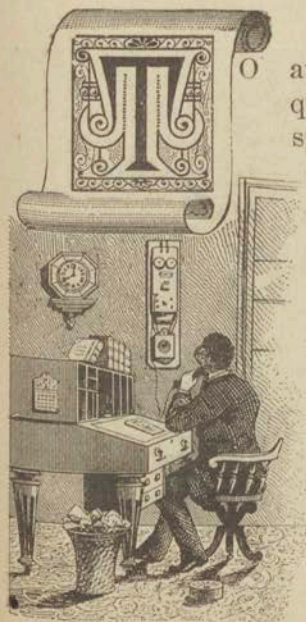
After a present has once been received and acknowledged, it is in bad taste for either party to refer to it again.

If you have made a present and the recipient praises it, do not be given to depreciate its value; but say that you are glad to know that it has given pleasure, or something to that effect.



## CHAPTER XXVII.

### BUSINESS.



O an American, business is the quintessence of energy, the well-spring of ambition, and the highway to wealth, honor and fame. On it are based the push and the drive which are daily adding millions to the treasures of this nation, as well as giving us reputation and integrity among the peoples of the world. The following will be found to give many valuable suggestions as to the most efficient way of obtaining for one's self a good knowledge of the laws and customs of well-regulated business.

#### *GENERAL RULES FOR BUSINESS.*

Form good habits and be polite to all ; for politeness is the key to success. Be cheerful and avoid breaking an engagement. If you have to fail in carrying out an engagement you should make the fact known, stating

your reasons. Do not deceive a customer. It will ruin your business. "Honesty is the best policy."

Never loose your temper in discussing business matters. Meet notes and drafts promptly. To neglect this is to ruin your reputation. If you can not pay, write at once to your creditor, stating plainly the reason why you can not pay him, and say when you will be able.



Pay bills when presented. Never allow a creditor to call a second time to collect a bill. Your credit will be injured if you do. When you collect a bill of a man thank him.

Never look over another man's books or papers if you should chance to see them open.

When writing a letter asking for information, always enclose an envelope, addressed and stamped, for an answer.



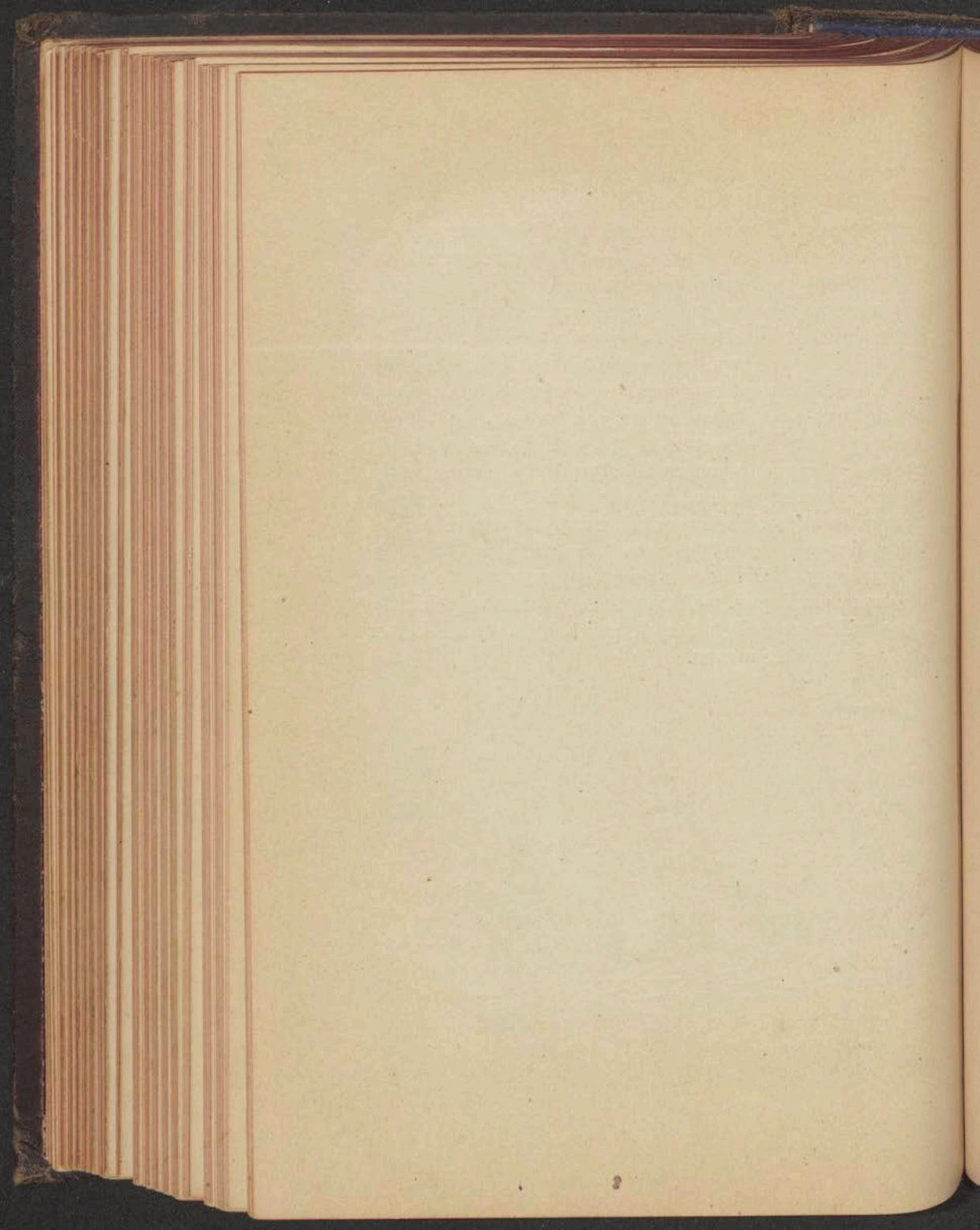
Reply to all letters immediately. When you call upon a man during business hours, transact your business rapidly and make your call as short as is consistent with the matter in hand. As a rule, men have but little time to visit during business hours.

When in company, where two or more men are talking over matters of business, do not listen to a conversation that is not intended for you to hear.

When you pay out a large sum of money, insist that the person to whom it is paid shall count it in your presence; and on the other hand, never receive a sum of money without counting it in the presence of the party who pays it to you.

Employers, having occasion to reprove any of their clerks or employes, will find that by speaking kindly they will accomplish the desired object much better than by harsher means.







## CHAPTER XXVIII.

### HARMONY OF COLORS IN DRESS.



HARMONY of colors is a most essential element in a lady's wardrobe. No matter how rich and elegant the material is, if the colors do not harmonize the effect is spoiled. Some colors should never be worn together, because they create a positive discord.

A small lady should never wear a dress with large figures, plaids or stripes, nor is it in taste for a large lady to do so. These styles are most suited to ladies of medium size.

Rich and elegant materials suit a large figure. Slender ladies may wear much drapery, but those who are short and stout must wear but little.

Tall, slim ladies should never wear stripes; and short, fleshy persons should avoid flounces, or any horizontal trimming of the dress which causes them to look shorter.

A lady of fair complexion should wear delicate tints, while brunettes should wear dark rich shades.







Blue is most suitable for yellow or auburn hair.

Scarlet, orange or white make good effect when worn on black hair.

The following list shows what colors harmonize :

*COLORS THAT HARMONIZE.*

- Black and pink.
- Black and lilac.
- Black and scarlet.
- Black and maize.
- Black and slate color.
- Black and orange; a rich harmony.
- Black and white; a perfect harmony.
- Black and brown; a dull harmony.
- Black and drab or buff.
- Black, white or yellow and crimson.
- Black, orange, blue and scarlet.
- Black and chocolate brown.
- Black and shaded cardinal.
- Black and cardinal.
- Black, yellow, bronze and light blue.
- Black, cardinal, blue and old gold.
- Blue and brown.
- Blue and black.
- Blue and gold; a rich harmony.
- Blue and orange; a perfect harmony.
- Blue and chestnut.
- Blue and maize.
- Blue and straw color.
- Blue and white.
- Blue and fawn color; weak harmony.
- Blue and stone color.
- Blue and drab.

Blue and lilac; weak harmony.  
Blue and crimson; imperfectly.  
Blue and pink; poor harmony.  
Blue and salmon color.  
Blue, scarlet and purple (or lilac).  
Blue, orange and black.  
Blue, orange and green.  
Blue, brown, crimson and gold (or yellow).  
Blue, orange, black and white.  
Blue, pink and bronze green.  
Blue, cardinal and old gold.  
Blue, yellow, chocolate-brown and gold.  
Blue, mulberry and yellow.  
Bronze and old gold.  
Bronze, pink and light blue.  
Bronze, black, blue, pink and gold.  
Bronze, cardinal and peacock blue.  
Brown, blue, green, cardinal and yellow.  
Brown, yellow, cardinal and peacock blue.  
Crimson and gold; rich harmony.  
Crimson and orange; rich harmony.  
Crimson and brown; dull harmony.  
Crimson and black; dull harmony.  
Crimson and drab.  
Crimson and maize.  
Crimson and purple.  
Cardinal and old gold.  
Cardinal, brown and black.  
Cardinal and navy blue.  
Chocolate, blue, pink and gold.  
Claret and old gold.  
Dark green, white and cardinal.  
Ecrue, bronze and peacock.  
Ecrue and light blue.



Garnet, bronze and pink.  
Gen d'arme and cardinal.  
Gen d'arme and bronze.  
Gen d'arme and myrtle.  
Gen d'arme and old gold.  
Gen d'arme, yellow and cardinal.  
Gen d'arme, pink, cardinal and lavender.  
Green and gold, or gold color.  
Green and scarlet.  
Green and orange.  
Green and yellow.  
Green, crimson, blue and gold, or yellow.  
Green, blue and scarlet.  
Green, gold and mulberry.  
Green and cardinal.  
Lilac and white; poor.  
Lilac and gray; poor.  
Lilac and maize.  
Lilac and cherry.  
Lilac and gold, or gold color.  
Lilac and scarlet.  
Lilac and crimson.  
Lilac, scarlet, and white or black.  
Lilac, gold color and crimson.  
Lilac, yellow or gold, scarlet and white.  
Light pink and garnet.  
Light drab, pine, yellow and white.  
Myrtle and old gold.  
Myrtle and bronze.  
Myrtle, red, blue and yellow.  
Myrtle, mulberry, cardinal, gold and light green.  
Mulberry and old gold.  
Mulberry and gold.  
Mulberry and bronze.

Mulberry, bronze and gold.  
Mulberry and pearl.  
Mode, pearl and mulberry.  
Maroon, yellow, silvery gray and light green.  
Navy blue, light blue and gold.  
Navy blue, gen d'arme and pearl.  
Navy blue, maize, cardinal and yellow.  
Orange and bronze; agreeable.  
Orange and chestnut.  
Orange, lilac and crimson.  
Orange, red and green.  
Orange, purple and scarlet.  
Orange, blue, scarlet and claret.  
Orange, blue, scarlet, white and green.  
Orange, blue and crimson.  
Pearl, light blue and peacock blue.  
Peacock blue and light gold.  
Peacock blue and old gold.  
Peacock blue and cardinal.  
Peacock blue, pearl, gold and cardinal.  
Purple and maize.  
Purple and blue.  
Purple and gold, or gold color; rich.  
Purple and orange, rich.  
Purple and black, heavy.  
Purple and white, cold.  
Purple, scarlet and gold color.  
Purple, scarlet and white.  
Purple, scarlet, blue and orange.  
Purple, scarlet, blue, yellow and black.  
Red and white, or gray.  
Red and gold, or gold color.  
Red, orange and green.  
Red, yellow or gold color and black.



Red, gold color, black and white.  
Seal brown, gold and cardinal.  
Sapphire and bronze.  
Sapphire and old gold.  
Sapphire and cardinal.  
Sapphire and light blue.  
Sapphire and light pink.  
Sapphire and corn.  
Sapphire and garnet.  
Sapphire and mulberry.  
Shaded blue and black.  
Scarlet and blue.  
Scarlet and slate color.  
Scarlet and orange.  
Scarlet, blue and white.  
Scarlet, blue and yellow.  
Scarlet, black and white.  
Scarlet, blue, black and yellow.  
Shaded blue, shaded garnet and shaded gold.  
Shaded blue and black.  
White and cherry.  
White and crimson.  
White and brown.  
White and pink.  
White and scarlet.  
White and gold color; poor.  
Yellow and black.  
Yellow and brown.  
Yellow and red.  
Yellow and chestnut or chocolate.  
Yellow and white; poor.  
Yellow and purple; agreeable.  
Yellow and violet.  
Yellow and lilac; weak.

Yellow and blue; cold.

Yellow and crimson.

Yellow, purple and crimson.

Yellow, purple, scarlet and blue.

Yellow, pink, maroon and light blue.





## CHAPTER XXIX.

### LETTER WRITING.



**L**ETTER writing, practically considered, is the most important of all kinds of composition. It is indispensable in business, for much of business must be done by correspondence. A person who is able to write well is more likely to be called to a desirable situation than he who is deficient in the art. By letter writing, much can be done to maintain and strengthen

our social ties. In receiving letters from absent friends, there is a pleasure that no one would wish to forego. The culture of a person is plainly indicated by his letters; "and it is as great a violation of propriety to send an awkward and badly written letter, as it is to appear in the

company of refined people, with swaggering gait,

soiled linen, and unkempt hair." Letter writing is a practical exercise in English composition, and can be practiced by persons of any age or position. Many distinguished writers of other kinds of composition, have acquired much of their power of expression by their practice of writing letters. The advantages of the art are so obvious that arguments in its favor are not a necessity.

*PAPER.*

Most of the letters written now-a-days are on note paper. That called "commercial note" is generally used by gentlemen; smaller sizes are preferred by ladies. A private letter should never be written on foolscap paper. If its use be necessary, an apology should be made for it. A social letter ought to be written on a whole sheet of paper; and except on business, a half-sheet letter should never be sent. For any kind of letter no color is more tasteful than white, and gentlemen should use it exclusively. Paper delicately tinted and perfumed may be used by a lady; but its use by a gentleman would be out of taste. Paper with a black border is called "mourning paper;" this, with envelopes to match, may be used by persons who mourn the loss of a relative. "The width of the border should correspond somewhat to the nearness of the relationship and the recentness of the bereavement." Ruled or plain paper may be used without violating good taste; but unruled paper is preferable because it is more stylish, and furnishes opportunity for writing much or little on a page. The practice of putting lines under plain paper to aid in writing straight, is not to be commended, since it



consumes time and prevents the proper discipline of the hand.

#### ENVELOPES.

The envelope should be of the same color or tint as that of the paper, and should be a little longer than the width of the written page. In their correspondence with one another, gentlemen may use either white or buff envelopes; "but it is not allowable to send a buff envelope to a lady, nor do ladies use that kind at all." It is necessary to avoid the use of inferior paper and envelopes; fine paper seems to inspire fine thoughts.

#### INK.

Black ink is in better taste than fancy inks, and is more desirable and durable. A letter ought not to be written with red ink. From the fact that black ink does not fade, it is used exclusively for copying records in the War Department at Washington.

#### HEADING.

The heading is "a statement of the place where, and the time when, a letter was written." If the "place" is in a large city, the heading should give the number, the street, the city and the state. The name of the state may be omitted if the locality is in a very large city. It is regarded as absurd to write, "220 Nassau Street, New York City, N. Y." When a letter is written at a place outside of a city, the heading should embrace the name of the post-office and that of the state. The name of the county should be given in the heading of a business letter, and ought to be named in all letters, unless the writer is corre-







sponding from a place whose locality is well known to the person addressed. The date consists of the month, the day of the month, and the year, as, "Nov. 12, 1882." When the day of the week is important, it is written at the beginning of the date: "Saturday, Nov. 12, 1882." The year is often omitted, when it is of less consideration than the day of the week. The heading may occupy from one to three lines, and "should begin on the first line, a little to the left of the middle." A short heading can be written on one line, and it may be laid down as a rule, that the heading should contain as few lines as possible consistent with neatness. The model headings that follow indicate the position that the beginning of each line should occupy, and also show the punctuation of the parts of the heading. Business letters are always dated at the top. Social letters and those written in the third person are often dated at the bottom without violating any rule of propriety. When this is done, "the place and date must be begun near the left edge of the paper, on the next line below that on which the signature is written."

## MODELS OF HEADING.

## MODEL 1.

*Ann Arbor, Mich., June 23, 1881.*

## MODEL 2.

*Cartersburg, Hendricks Co., Ind.,  
Thursday, Sept. 13, 1881.*

## MODEL 3.

*Indiana State University,  
Bloomington, Ind.,  
Oct. 3, 1881.*

## MODEL 4.

*557 Broadway, New York,  
Oct. 28, 1881.*

## MODEL 5.

Residence and date at the bottom.

(Place of Signature.)

*632 North Meridian Street,  
Indianapolis, Ind., Nov. 24, 1881.*

## THE INTRODUCTION.

The introduction consists of the address and the salutation. The address comprises the title and name of the person written to, and his directions. In the following example: Mr. John J. Curtis, 23 High St., Boston; Mr. John J. Curtis is the title and name, and 23 High St., Boston, the directions. This address is the same as that which is put upon envelopes, and is called the "inside address" to distinguish it from the superscription, which is called the "outside address." The name should be written so that it can be read easily, and politeness requires that some title should be added to it. As a rule, two titles can not



be joined to one name; but to this there are two exceptions. When addressing a clergyman whose surname alone is known to us, we may write Rev. Mr. Spears, the Mr. being regarded as a substitute for the Christian name; and if a married man has a professional or literary title prefixed to his name, Mrs. may be used before it to denote his wife, as Mrs. Secretary Blaine. The directions must comprise the name of the post-office nearest the person addressed, and the state in which it is situated. The name of the county is necessary if the post-office is in a town not well known. If it be in a city, the number of the house, the street, the city, and the state should be given. The name of the state can be omitted if the post-office be in a large city. In business letters the address should be in full, and it ought to be found in every letter since the envelope is liable to be torn or lost, thus preventing the communication from reaching the person to whom it was written. The salutation is the term of politeness used to introduce a letter, as *Dear Sir*, *My Dear Friend*, *My Honored Father*. Business letters generally begin with *Sir*, *Dear Sir*, *Sirs*, or *Gentlemen*. Never use "Gents." for Gentlemen, nor "Dr." for Dear. For a letter addressed to a married woman or a single woman not young, the proper salutation is *Madam*, *Dear Madam*, or *My Dear Madam*. In a business letter to a young unmarried lady, the address alone is generally used as introduction, that the repetition of *Miss* may be avoided. The kinds of salutation used depend upon the feelings of the writer and his relation to the person addressed. Extravagant salutations, such as *Darlingest of Darlings* should not be indulged in, since

to sensible people the expressions sound flat and silly. Under the heading Models of Introduction, various forms of salutation can be seen. The place of the address in business letters and in those addressed to persons with whom we have but little acquaintance, is at the top of the page; in letters to relatives or very intimate friends, the address should be written at the bottom. The address should be on the first line below the date, and should begin at the marginal line that is from one-fourth of an inch to one inch from the left edge of the sheet. It may occupy from one to three lines. The first line should contain only the name and title, the second should contain the directions, if the last word is an abbreviation or a short word; but if the last item be a long word, it should be on the third line. The initial letters on the lines containing the address should be in a line sloping downward to the right as may be seen in the models. When the address makes three lines, the position of the first letter of the salutation is under the initial letter of the items on the second line of the address (Model 1), or under that of the first (Model 2). The former arrangement is preferred. If the address makes two lines, the salutation should begin about one inch from the initial letter of the second line (Model 3), or else under the initial letter of the first line (Model 4). When the address is on one line, the salutation should begin about one inch to the right of the marginal line (Model 5). If there is no address at the top, the salutation begins at the marginal line (Model 6). The salutation in familiar letters is often incorporated in the first sentence of the letter. When this occurs, the letter begins almost one-sixth of the distance from the left



edge of the paper to the right edge (Model 7). Irregularity prevails in the punctuation of the introduction, but the following models give sufficient information on the subject for correct and polite letter writing :

## MODELS OF INTRODUCTIONS.

## MODEL 1—BUSINESS FORM.

Messrs. Vanderbilt & Gould,  
73 Wall St.,  
New York.

Dear Sirs :

Your favor, etc.

## MODEL 2—BUSINESS FORM.

Messrs. Strabridge & Co.,  
140 Race Street,  
Cincinnati.

Dear Sirs,—Please send by next, etc.

## MODEL 3—BUSINESS FORM.

Messrs. Bond, McNally & Co.,  
Chicago, Ill.

Gentlemen,—I have the honor to acknowledge the receipt, etc.

*BODY OF THE LETTER.*

The body of the letter is that part of the communication that is between the introduction and conclusion. It should begin under the end of the salutation; but when the address is long, it may begin on the same line, a comma and a dash, or a colon and a dash, being placed between the last word of the salutation and the first word of the letter. (See Model 3 under Models of Introduction.)

A blank margin that varies with the width of the paper should always be left on the *left hand* side of each page. The margin should be perfectly even, and should never be so wide or so narrow as to go beyond the limits of taste. On large letter-paper it should be about an inch; on note-paper, about three-eighths of an inch. When the sheet is quite small, a quarter of an inch is sufficient. A letter should be divided into paragraphs according to the rules for other composition. The first word of a paragraph should begin about one-sixth of the way across the line from left to right.

The penmanship should be legible, neat, and elegant. Flourishes in a letter are out of place, skipping pages is not to be commended, crossing letters is not entirely respectful to the person addressed and blots and interlineations are not allowable.

The closing lines of the body of the letter are usually some expression of respect or attachment; as in the following examples:

“Deign, madam, to receive the assurance of my respectful attachment.”

“Accept, madam, the homage of my respect.”



“The sentiments with which you have inspired me, sir, are equally sincere and permanent.”

“My tender and respectful attachment will end only with my life.”

“I have the honor to be, sir, with sentiments of respect and consideration.”

The closing lines, such as the preceding, are found with the ordinary formula that constitutes the conclusion.

#### THE CONCLUSION.

The conclusion consists of the *complimentary close*, and the *signature*; it also contains the *address* of the person written to, if the same is not found in the introduction.

The complimentary close is the phrase of respect used at the end of a letter. It admits of a great variety of forms on *social* letters, such as your friend, ever yours, your affectionate father, etc.; but in letters written on *business*, or to strangers and mere acquaintances, the usual form is yours truly, or yours respectfully, which admits of but slight variation, as yours very truly, or truly yours. *Official* letters have a more formal close than others, as:

I have the honor to be, sir, with the highest consideration,

Your obedient servant,

A. B.

The *signature* is the name of the writer, and it should be attached to every letter, the name being written plainly and in full. If the writer is a lady, she should sign her name so as to indicate her sex, and whether she is married or single, this can be done

by prefixing *Miss* or *Mrs.* A married lady generally uses her husband's name, to which she prefixes the title *Mrs.* if he is living; otherwise, she should use her own name.

The position for the complimentary close is on the line immediately below the body of the letter and may occupy from one to three lines.

The signature is written near the *right-hand* edge of the sheet, on the line below the complimentary close.

The close and the signature must be arranged so that the initial letter of the lines will present a regular slope downward and to the right.

If the address is not written at the top of the letter, it should be placed at the close, the beginning of the first word being located at the marginal line and on the line immediately below the signature.

The proper punctuation of the complimentary close and the signature can be learned by consulting the Models which follow :

MODELS OF CONCLUSION.

MODEL 1.

*Yours respectfully,*  
*Eugene Davis.*

MODEL 2.

*I remain, dear sir,*  
*Your obedient servant,*  
*James H. Beck.*



## MODEL 3—WITH ADDRESS.

*Very truly yours,*

*J. C. Wickwire.*

*Dr. Eugene Baker,*

*Ithaca,*

*N. Y.*

## MODEL 4—WITH DATE.

*Yours sincerely,*

*Leon M. Gillett.*

*Battle Creek, Michigan,*

*Sept. 20, 1881.*

## MODEL 5.

*I am, dear sir,*

*With greatest respect,*

*Your obedient servant,*

*Charles W. J. Hamrick.*

*Mr. John Hollaway,*

*University of Virginia,*

*Charlottesville, Va.*

*FOLDING.*

Folding is a very simple matter, but it is often very awkwardly done.

The paper should be folded so that the edges of the letter will be exactly even. The folds ought to be pressed with the thumb or a paper knife, so as to give them a neat appearance. Fine paper, of medium thickness, is most suitable for letters. The letter should be inserted in such a manner that, when taken out in the usual way and unfolded, it will be right end up.

*THE SUPERSSCRIPTION.*

The superscription is the address written on the envelope, and consists of the name and title of the person to whom the letter is sent, and his full directions. It is called the outside address, to distinguish it from the address at the head or foot of the letter. What is said concerning those three items in the remark on the "inside address," applies with equal fitness to the "outside address," and need not be mentioned here.

The upper edge of the envelope is the open one. Have that edge from you when you write the superscription, otherwise it will be upside down. The writing should be in straight lines, parallel with the upper edge of the envelope; the foolish affectation of writing diagonally across the corner is to be avoided. It is out of taste to use envelopes that are ruled either by a pen or some sharp-pointed instrument for making indentations. If you can not write straight without lines, slip into the envelope a card ruled heavily, so that the lines will show through. This may be used



till straight lines can be written without the aid of ruled envelopes. The name should be a little below the middle of the envelope, the initial letter being near the left edge, "sometimes close to it, sometimes one or two inches from it, according to circumstances; and the other parts should be written at equal distances under it, each a little farther to the right, so that the last part shall come near the right-hand corner."

To a person residing in the country, direct as follows:

*Name and Title,*  
*Post Office,*  
*County,*  
*State.*

To a person in a city direct as follows:

*Name and Title,*  
*Number and Street,*  
*City,*  
*State.*

When addressing a letter in care of a person, the order is:

*Miss Minnie Rogers,*  
*care of Edgar A. Poe, Esq.,*  
*Baltimore,*  
*Ind.*

The governor of a State is addressed in this way :

*His Excellency,*  
*Governor Levi F. Morton,*  
*Indianapolis,*  
*Indiana.*

A person with an official designation is addressed as follows :

*Prof. James H. Smart,*  
*Pres. of the Board of Education,*  
*Atlanta, Ga.*

The superscription should be plainly written, and the punctuation studied from the Models.

## MODEL 1.

STAMP.

*Miss Emma Foe,*  
*1264 Walnut St.,*  
*Philadelphia.*



## MODEL 2.

	STAMP.
<i>Mrs. Lydia C. Drake,</i>	
<i>San Francisco,</i>	
<i>Orange Co.</i>	<i>Cal.</i>

## MODEL 3.

	STAMP.
<i>George W. Alford, Esq.,</i>	
<i>Loogootee,</i>	
<i>Martin County,</i>	
<i>Indiana.</i>	

## THE STAMP.

Before sending a letter, affix to it a proper stamp. The communication will not be forwarded unless it is prepaid one full rate.

The stamp should be affixed to the upper right-hand corner of the face of the envelope, at about one-sixteenth of an inch from the top and one-eighth of an inch from the end.

The stamp is a picture, and should be right end up,

its edges being parallel with those of the envelope. "Putting the stamp on upside down or awry indicates carelessness rather than rapidity, and any appearance of carelessness in a letter is disrespectful to the person to whom it is sent."

Be sure to put on an envelope as many stamps as are necessary to send the letter ; two stamps should be used if you are not certain that one is sufficient.

COMPLETED MODELS.

FORM OF SOCIAL LETTER.

*My Dear Brother,*

*The beautiful fossil that you send me from the wilds of Texas, shows that you have not abandoned the study for which you have had an inclination so long.*

*The specimen has been deposited in the museum, and is a matter of great curiosity to the visitors. Your description of it enables me to describe it with more readiness than any one else. The present is highly prized, and I thank you for it with all my heart.*

*Your loving sister,*

*Nellie Smith.*

*Mr. Albert B. Surber,*

*Austin, Tex.*



## FORM OF BUSINESS LETTER.

*New Orleans, La.,*

*Nov. 26, 1881.*

*Mr. Charles H. Caryl,*

*Kalamazoo,*

*Michigan.*

*Dear Sir,—It gives me pleasure to inform you that the book in which you are interested will soon be completed. A copy of the work will be sent you when the first edition is ready for sale.*

*The publication to which you wish to devote your attention in some of the Eastern States will be issued during the coming season.*

*Yours respectfully,*

*James Gordon Bennett.*

*A LETTER OF INTRODUCTION.*

As a guide is to a man in an unknown land, so is a letter of introduction to a man in a strange community. A person going to a strange place ought to be prepared with such a valuable aid. A letter of this kind properly prepared must be brief, and must contain the full name and address of the person introduced, to which should be added an expression stating the pleasure that you think the new acquaintance will create. A letter of introduction may be sealed by the person introduced, but not by the writer. A gentleman delivering to a lady a letter that introduces him is at liberty to call upon her. By sending her a card he can ascertain whether it is more convenient to receive him then or appoint another hour that is more convenient.

Great caution must be exercised in giving a letter of introduction. The writer must be well acquainted with the one introduced and with the person to whom he writes. A well-bred gentleman or lady who is the recipient of such a letter will, in twenty-four hours, attend to the demands of the letter by inviting the person introduced to dine, or engage in some agreeable pastime or amusement.

A letter of introduction is often left with a card; in such a case a gentleman in the family may call upon the stranger the following day, or he may send a card with an invitation. Should the letter introduce a gentleman to a lady, she may answer by a note of invitation appointing a time for him to call.



## MODEL LETTER OF INTRODUCTION.

Chicago, Ill.,

December 25, 1881.

Dear Sir.

I take pleasure in introducing to you my esteemed friend, Miss Elizabeth Black, a young lady of estimable qualities, who will spend a few weeks in your city. I am confident that an acquaintance with her will be a pleasure to you, as it will also be to Miss Black. Any favor you may show her will be a gratification to me.

Yours sincerely,

Frank Spooner.

To Arthur Lennox,

Davenport, Ia.

The envelope should be addressed as follows :

*Horace A. Hoffman,*  
*1472 Lincoln Street,*  
*St. Louis,*

*Introducing* *Mo.*  
*Miss Mattie Holtzman.*

*FAMILY LETTERS.*

Letters written from one member of a family to another are less formal than any other kind of epistolary correspondence. They should exhibit some characteristics of the writer; should contain information on minor matters as well as on subjects of more importance; and should be written so as to give the greatest amount of satisfaction to the recipient.

*LETTERS OF FRIENDSHIP.*

Letters of friendship are more formal than family letters, contain less gossip, and embrace matters in which both the writer and recipient are interested. Such letters should be answered with sufficient promptness to keep alive the friendship between the correspondents, unless there be a desire for this to cool.

*THE BUSINESS LETTER.*

This should be embraced in a few words and should relate directly to the business in hand. If an apology



or explanation is necessary, let it be inserted after the business portion of the letter is finished. A business letter should be answered as soon as possible after its receipt. The response in some cases, may be on the same page with the original letter; but this kind of reply should not be made, save when the points in question are few and brief.

MODELS FOR BRIEF BUSINESS LETTERS.

A LETTER REQUESTING EMPLOYMENT.

*New York, March 1, 1880.*

*Messrs. Kent & Brother,*

*Dear Sirs:*

*Having heard that you are in need of more assistance in your establishment, I venture to ask you for employment. I can refer you to Messrs. Jones & Smith, my late employers, as to my qualifications, should you decide to consider my application.*

*Yours truly,*

*Frank Gauden.*

## LETTERS REGARDING THE CHARACTER OF A SERVANT.

*Dear Madam:*

*Laura Henson having applied to me for the position of cook, refers me to you for a character. I feel particularly anxious to obtain a good servant for the coming winter, and shall therefore feel obliged by your making me acquainted with any particulars referring to her character, and remain, madam,*

*Your very obedient servant,*

*Mrs. Robert Kirkwood.*

*To Mrs. M. C. Hunter.*



Mrs. Robert Kirkwood,

Dear Madam: It gives me pleasure to say that Laura Henson lived with me for six months, and during that time I found her active, diligent and efficient. She is a superior cook, and I have full confidence in her honesty. I feel that I can recommend her with full confidence of her being likely to give you satisfaction. I am, madam,

Your very obedient servant,

Mrs. M. C. Hunter.

## NOTES, DRAFTS, BILLS AND RECEIPTS.

## PROMISSORY NOTE WITHOUT INTEREST.

\$500. Columbus, O., July 7, 1881.

Ninety days after date, I promise to pay  
Martin Patterson, or order, at my office in  
Columbus, five hundred dollars, value received.

William Stone.

## PROMISSORY NOTE WITH INTEREST, BUT NOT NEGOTIABLE.

\$262.70. St. Louis, Sept. 12, 1881.

For value received, I promise to pay  
James Adams two hundred and sixty-two  
dollars and seventy cents, on August 20, next,  
with interest at seven per cent. after January  
1, 1882.

Timothy Hall.



## NEGOTIABLE NOTE PAYABLE TO BEARER.

\$95. Galveston, Tex., Nov. 10, 1881.

Twenty days after date, for value received,  
I promise to pay Gayle Ford, or bearer, at  
my office in Galveston, ninety-five dollars,  
with interest from date. Thomas Piper.

## FORM OF A RECEIPT.

\$30. New York, Nov. 13, 1881.

Received from Hiram Hill, thirty dollars  
to apply on account. Jones, Smith & Co.

## FORM OF A BILL.

San Francisco, Cal., Dec. 3, 1881.

Sully Young, Dr.

To Walter Lindley.

Twelve volumes History of England, at  
\$3.50 per volume, \$42.00.

## DRAFT OR ORDER "WITHOUT GRACE."

\$375.                      Peru, Ind., May 20, 1881.

At sight, without grace, pay to John  
Wicks & Co., three hundred and seventy-five  
dollars, and charge to account of

Stewart & McFheeters.

To First National Bank,

Peru, Ind.

## FORM OF A DRAFT, TIME FROM SIGHT.

\$2,000.                      Cincinnati, O., July 8, 1881.

At twenty days sight, pay to the order of  
Howe, Myers & Co., two thousand dollars,  
and charge the same to the account of

Shepard & Miles.

To Bowen, Stewart & Co.,

Indianapolis, Ind.



*LETTERS OF CONGRATULATION AND CONDOLENCE.*

They should be brief, and confined to the matter for which you offer your congratulations or condolence. A letter of congratulation may be written to any acquaintance whom you wish to inform of the pleasure you derive from his success; while a letter of condolence should be sent only to intimate friends or relatives, and should express real feeling for those in bereavement.

*THE LOVE LETTER.*

A love letter should be dignified in tone and expressive of esteem and affection. It should be free from silly and extravagant expressions, and contain nothing of which the writer would be ashamed were the letter to fall under the eyes of any person beside the one to whom it was written.

*REPLIES.*

A reply should promptly follow the receipt of a letter; it can not be civilly delayed for any great length of time. It is customary to begin a reply by noticing the date of the letter to which an answer is given.

One of the following forms is generally adopted :

“I hasten to answer the letter which you did me the honor of writing on the — ;”

“I have received the letter with which you honored me on the — ;”

“I have not been able, until this moment, to answer the letter which you did me the honor of writing on the — .”

*RULES OF EPISTOLARY COMPOSITION.*

1. Every letter is of some importance: remember this before you begin to write.

2. Do not consult grammarians, or lexicons, when you write a letter; depend rather on an attentive perusal of the best epistolary authors of both sexes. Study the letters of women in preference to those of men.

3. Before you begin a letter, imagine that you are in the presence of the absent person; converse with him, pen in hand.

4. Julius Cæsar dictated several letters at once; do not imitate the Dictator of Rome, compose but one letter at a time.

5. In your letters to a man in office, or to a protector, beware of exhibiting more intellect than he possesses.

6. Do not write a letter of reproof, immediately after a liberal repast.

7. Never write long letters to persons in easy circumstances.

8. During your whole life, write to your instructors or instructresses with as much respect and gratitude as to your parents.

9. In your letters, ask nothing and refuse nothing, which would cause you to blush, if you were to make the request or denial in person.

10. Write all your letters in a simple style; especially those which are addressed to the unlearned, and to men of sense.

11. When you propose to be laconic in your letters, avoid dryness; a dry style is the evidence of a barren mind.



12. A letter is like a nosegay ; the thoughts should be well assorted.

13. In a crowd of persons, there are no two countenances exactly alike ; let the case be the same with your letters.

14. Speak of your friends, as if they were present ; write to them in the same manner.

15. In your letters, accommodate yourself to the respective capacities of your correspondents. A young man should slacken his pace, when he walks with an old gentleman, or with a lady.

16. Do not amass a previous store of brilliant or profound ideas in order to dispose of them in your letters as occasion may require. In the epistolary style, it is especially true, that we must live from day to day.

17. Every kind of style may enter into the composition of letters. In this respect everything depends on the subject and the writer. The sublime does not exclude simplicity ; on the contrary, it includes it.

18. If you can not avoid superfluities, in your letters, be incorrect rather than pedantic.

19. Do not meditate long before writing a letter ; but invariably revise it, after it is written.

20. Be sparing in the use of puns in conversation ; employ them still more sparingly in your letters.

21. A father and son should not address each other as companions ; but the letters of brothers may resemble those of friends.

22. The mutual letters of a married pair, when absent from each other, should be affectionate and delicate. Many things should be the mere subjects of

conjecture ; they may occasionally be spoken, but never committed to writing.

23. Let your tongue and your pen have full scope ; but act like a skillful horseman, and let them constantly feel, that they shall be free, only while they abstain from abusing the liberty which you grant to them in your conversations or letters.

24. Be brief when you write to magistrates ; they have neither time nor patience to read long epistles.

25. Where you inflict censure, or bestow praise in your letters, be concise.

26. Let every expression in your letters have the air of civility. This will render affected compliments and politeness unnecessary. Too many persons are polite in order to avoid civility.

27. Never send a letter which has produced weariness or trouble in writing. It would certainly weary the reader.

28. When you are thirsty, you drain a cup at a single draught. Attend to the proper time for composition, and let your letter be commenced and finished, as it were with a single stroke of the pen.

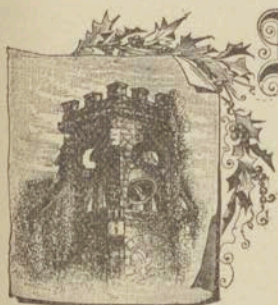
29. In all your conversations, forbear to sacrifice truth to considerations of civility or respect ; avoid the same fault in your letters. A spoken falsehood is a great evil ; a written falsehood is a still greater one.

30. As the first thoughts are often the best, be careful to answer a letter without delay. No harm, however, will result from deferring the reply for a day or two, especially if it relates to an affair of importance.



## CHAPTER XXX.

### NOTES.



**N**OTES, as considered in this book, are brief messages pertaining to transient and local interest, by which persons in the same community make known to one another their wishes, compliments or commands.

Notes, or billets, differ from ordinary letters in the four particulars: First, they are more formal; second, they are written wholly, or partly, in the third person; third, the date is generally at the bottom; fourth, they are without signature.

Notes are appropriately used between *equals* in all matters of ceremony, such as weddings and dinners, and in brief communications between persons but slightly acquainted. They may be used between *unequals* in any brief and formal message.

It is difficult to write a note in the third person, and great care must be taken not to change from the third person to the first or second.

The paper and envelopes used for notes should be plain and of the best quality. White paper is always in good taste. For weddings no other kind is allow-

able, but for other occasions delicate tints may be used. The styles of note paper are constantly varying, hence no definite size or shape can be given.

Wedding notes always bear a monogram consisting of the combined initials of the bridegroom and bride. Besides the fine envelopes that enclose what is written, outside envelopes, as a protection, are generally used. These are indispensable when notes are sent by mail. In such cases the full address should be written on the outside envelope, and the name only on the inner one.

#### STYLE.

The most fashionable notes are characterized by simplicity. The language is concise, courteous, plain and beautiful. Flourishes are out of place. Refined taste exhibits itself in richness of material, beauty of form, harmony of parts, and perfect adaptation to circumstances, rather than in excessive display.

#### FRENCH PHRASES.

The following are French phrases and initials, that are sometimes used in notes and cards, but English phrases are generally to be preferred :

*R. S. V. P.*—*Répondez s'il vos plaît*; answer, if you please.

*P. P. C.*—*Pour prendre congé*; to take leave.

*P. D. A.*—*Pour dire adieu*; to say adieu.

*Costume de signeur*, full dress in character.

*Fête champêtre*, a rural entertainment.

*Bal masque*, a masquerade ball.

*E. V.*—*En villé*, in the town or city

*Soiree dansante*, dancing party.



## INVITATIONS—WEDDING.

Wedding invitations are issued by the parents or nearest friends of the bride, about ten days before the ceremony. They may be written or printed on note paper or on cards, but for all ceremonious invitations the note form is preferred. Notes printed from engraved plates are greatly superior to those printed from type, and are used almost exclusively by fashionable people. When an answer is desired, the letters "R. S. V. P." or the words, "The favor of an answer is requested," are written or printed at the bottom.

## MODEL 1—CEREMONY AND RECEPTION.

*Mr. and Mrs. Thomas James*

*Request your presence at the marriage  
of their daughter,*

*Carrietta,*

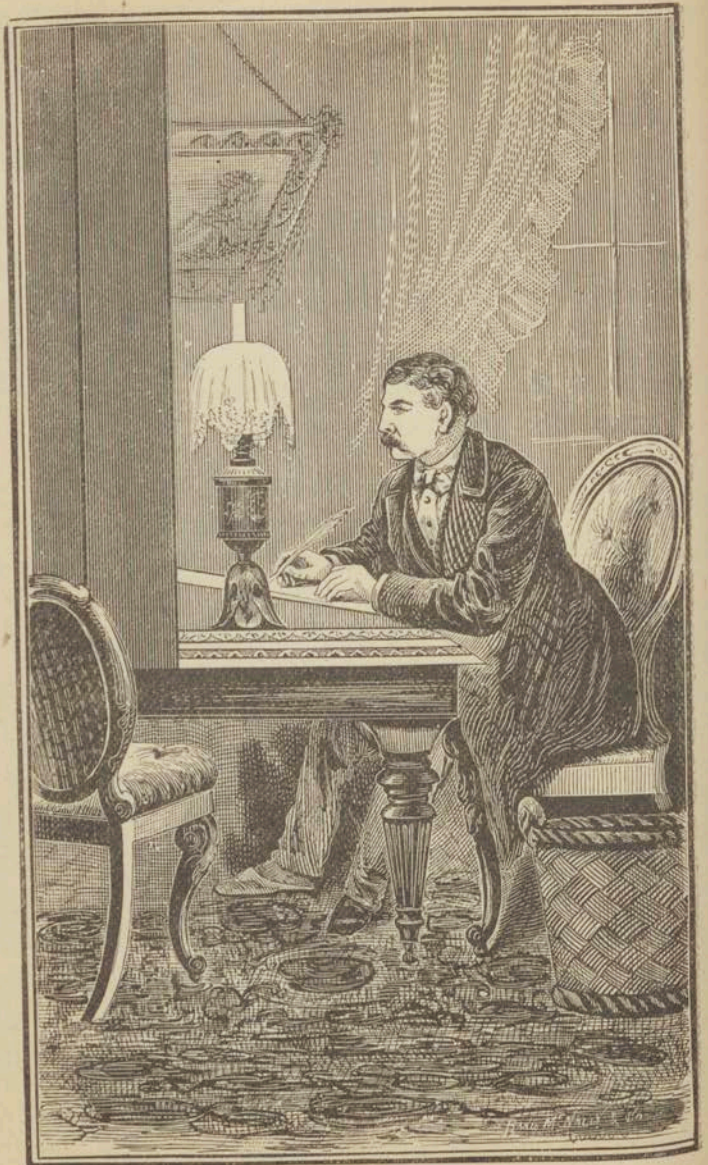
*to*

*Mr. Hamilton Fish, Jr.,*

*On Wednesday Morning, May third, at  
nine o'clock.*

*St. Paul's Church.*

*Reception from half-past ten till one,  
at 736 Irving Place.*





## MODEL 2 - CEREMONY.

Mrs. Lucy A. Moore

Requests the pleasure of your company at the  
Marriage Ceremony of her daughter,

Carrie Kollenbacher,

to

Edwin C. Edwards,

On Thursday Afternoon, May twenty-sixth,  
1881, at four o'clock.

Columbia Heights,

Brooklyn.

Enclosing a Reception Card as follows:

Reception.

On Tuesday, May thirty-first,  
Day and Evening.

## MODEL 3—CEREMONY AND RECEPTION.

*Ceremony,*

*First Presbyterian Church, Indianapolis, Ind.,  
on Thursday, Dec. fifth, at nine o'clock.*

*At Home,*

*Tuesdays and Fridays in December,  
At the residence of Hon. Benjamin Harrison,  
632 N. Delaware Street.  
Tal. J. Thompson. May Le Monde.*

## MODEL 4—RECEPTION.

To be written.

*Mr. and Mrs. Harry Johnson request  
the pleasure of Mr. Arthur Davis' company  
at the Wedding Reception of their daughter,  
on Wednesday Evening, November twenty-  
third, from nine till ten o'clock.*

*1 Park Front,*

*Tuesday, Nov. 13th.*



## MODEL 5—CEREMONY.

*Mr. and Mrs. Henry Holt request the  
pleasure of your company at the Marriage  
of their daughter, on Tuesday Morning,  
May twelfth, at eleven o'clock.*

*25 Vermont Street.*

## MISCELLANEOUS MODELS.

## ST. JOHN'S CHURCH,

(10 above Pine.)

Tuesday, March 30th, at twelve o'clock.

Alva Rice. Julia May.

At Home after April Fifteenth.

478 Clark St., Cincinnati.

(No Cards required.)

*The Marriage of*

*Bessie Hill to A. E. Foster*

*Will be solemnized at Grace Church, Attica, Ind.,*

*On Tuesday afternoon, May third,*

*at three o'clock.*

(Reception Card enclosed.)

Wedding M. E. Church,  
Thursday afternoon, May 20, '81,  
at two o'clock,  
High Street, Columbus.

(Personal and Reception Cards enclosed.)

THE MARRIAGE CEREMONY

*Will be solemnized at Christ's Church, Toledo,  
On Monday evening, Oct. 1, 1881.*

*Your presence is requested.*

(Reception Card enclosed.)

ANNOUNCEMENTS.

Notes announcing the marriage, and enclosing a reception card to those who are desired to call, are sometimes issued after the wedding, as :

*Mrs. Robert Springstien,*

*Miss Kate Mabley.*

*Married,*

*Thursday, October second, 1874.*



With the preceding note a reception card is enclosed, as follows:

*Mrs. & Mrs. Robert Springstien,  
At Home,  
Nov. 10th, Day and Evening,  
620 E. Fourth Street.*

Instead of this method the announcement may be made by sending two cards, a large one containing the names of the husband and wife, and a smaller one containing the bride's maiden name.

*ANNIVERSARY WEDDINGS, DINNERS, PARTIES,  
RECEPTIONS AND BALLS.*

These topics are treated of with sufficient fullness in the chapters on their respective subjects, and need not be noticed here, since in the proper connection model notes for invitations are given.

*ACCEPTANCES AND REGRETS.*

An acceptance is an affirmative answer; a regret is a non-acceptance. An invitation to a dinner should be promptly accepted or declined. Wedding invitations and receptions do not require an acceptance unless they contain the letters "R. S. V. P." or their equivalent. This may be said of invitations to parties and balls. Invitations to weddings, receptions and

balls should be answered, if an answer is required, not later than the third day. The answer to a joint note from a husband and wife, should be addressed on the envelope to the wife alone; but the answer should contain within it a recognition of both persons.

## MODEL 1—ACCEPTANCE.

*Ms. Floyd accepts the kind invitation of Mr. and Mrs. Bower for Wednesday Evening, Jan. 5th, and is happy to have the opportunity to congratulate them on the arrival of their son's twenty-first birthday.*

*Tuesday, December 28th.*

## MODEL 2—REGRET.

*Mr. Philpott regrets that he can not accept Mr. Maxwell's polite invitation for Thursday Evening, Jan. 22d.*

*Tuesday, December 26th.*

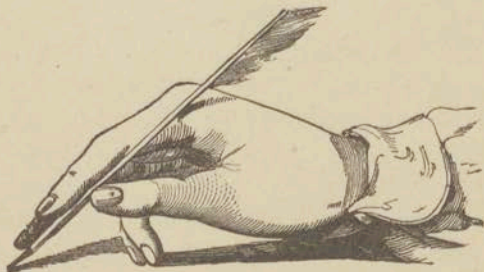


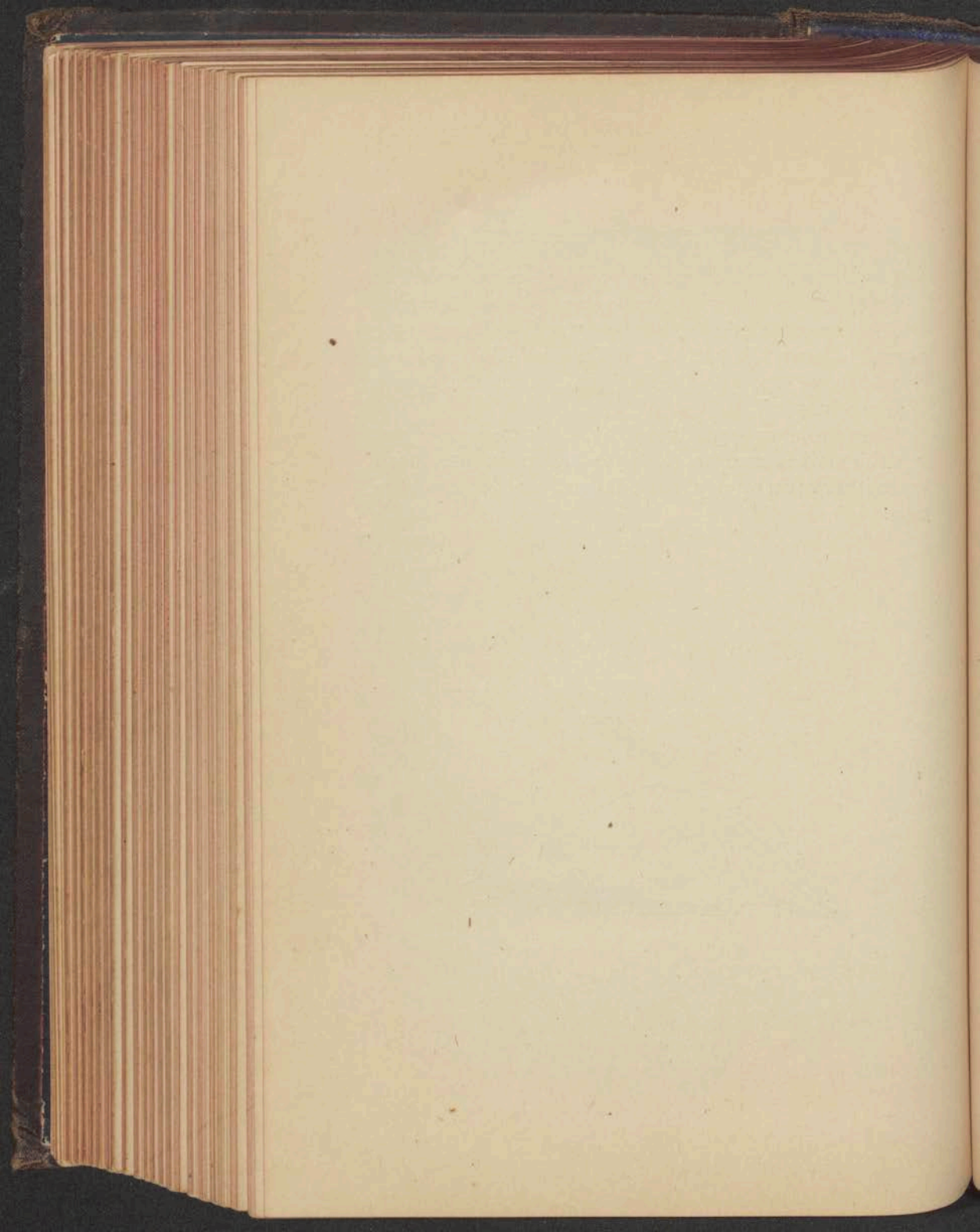
*SUPERSCRPTION AND DELIVERY.*

The superscription on the envelope proper consists of the name alone, written as on an ordinary letter.

The former practice of writing "present" under the name is now discarded. "The outside envelope should have upon it the full address of the person who receives it."

Notes are usually delivered by a private messenger; but the mail is used to convey notes to persons living in another town or city, or in distant parts of the same city.

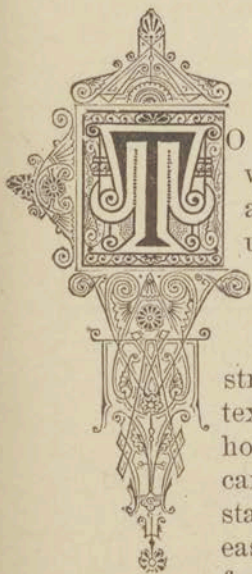






## CHAPTER XXXI.

### CARDS.



More cultured and refined people, the visiting card conveys an unmistakable intelligence; but to the uncultured and unrefined, it is nothing more than a bit of paper, which to them has no significance whatever. The social position of a stranger is often determined by the texture, style of engraving, and the hour of leaving a card—indeed, the card is an exponent of one's social standing. A perfect breeding may be easily expressed in the fashionable formalities of cards. The elegance

of social forms are observed and preserved in proportion to the degree of culture and civilization of any community. Cards should be of fine texture, in plain script, or nicely written, and of medium size.

#### *CALLING CARDS.*

Nothing but the name should be on a card used in calling. The street and number may be on the card of the husband, but when necessary may be written in

pencil by a lady. A business card must not be used for a friendly call. A physician may put the prefix "Dr.," or the affix "M. D.," upon his card, and an army or navy officer his rank and branch of service.

MODELS OF VISITING AND CALLING CARDS.

No. 1.

*Miss Black.*

No. 2.

*The Misses Maxwell,*

BLOOMINGTON.

No. 3.

*Dr. & Mrs. H. E. Briggs,*

689 Elm Street.

TUESDAY.



No. 4.

*Mrs. Ingram Fletcher.*

*The Misses Fletcher.*

*Tuesdays.*

*Meridian Street.*

No. 5.

ELIZA THORNTON, M. D.,

323 WEST STREET.

No. 6.

WILLIAM BENNETT,

KEEN & BENNETT,

ST. LOUIS.

No. 7.

*Gen. W. T. Sherman.*

U. S. A.

JOHN W. STUART,

ENSIGN U. S. A.

*CARD TO SERVE FOR CALLS.*

A card may be made to serve the purpose of a call. It may be sent in an envelope, or left in person. In the latter case, one corner should be turned down, if for the lady of the house. Fold the card in the middle, if you wish to indicate that the call is on several, or all the members of the family. Leave a card for each guest, should any be visiting at the house.

*A CARD ENCLOSED IN AN ENVELOPE.*

A card enclosed in an envelope for the purpose of returning a call made in person, expresses a desire that visiting between the parties be ended. When such is not the intention, cards should not be enclosed in an envelope. P. P. C. cards are sent by post, and are the only cards that are, as yet, universally considered admissible to be sent in this way. Cards sent to the newly married living in other cities, or in answering wedding cards forwarded when absent from home, may be enclosed and sent by post.

*SIZE AND STYLE.*

The cards of unmarried or married men should be small. For married persons a medium size is in better



taste than a large card. The engraving in simple writing is preferred, and without flourishes. Printed letters, large or small, are very commonplace, no matter what the type may be. The "Mr." before the name should be dispensed with by young men.

*CARD FOR MOTHER AND DAUGHTER.*

A young lady may, with propriety, have cards of her own; or her name may be engraved or printed on her mother's cards, both in script. It is also fashionable for the daughter's name to be printed on the same card with the names of her father and mother.

*WEDDING CARDS.*

Wedding cards are only sent to those people whom the newly married couple desire to keep among their acquaintances, and it is then the duty of those receiving the cards to call first on the young couple.

*MODEL WEDDING CARDS.*

*Mr. Walter Drake,  
Miss Kate Houston,  
Married*

*Wednesday, November 24, 1881.*

The above is written or engraved on a note sheet, in which is enclosed a reception card, in the following form :

*Mr. & Mrs. Walter Drake*



*December 1st, Day and Evening,*

735 N. ILLINOIS STREET.

P. P. C. CARDS.

"P. P. C." (*Pour prendre congé*) should be written in one corner of a card left at a farewell visit, before a long protracted absence. Such cards may be sent by messenger, or by post, it not being necessary to deliver them in person. It is not customary to send "P. P. C." cards when the absence from home is only for a few months, nor when starting in midsummer for a foreign country. They are sent by ladies just previous to their contemplated marriage to serve the purpose of a call.

LEAVE CARDS IN MAKING FIRST CALLS.

In making the first calls of the season, both ladies and gentlemen should each leave a card, at every house called upon, even if the ladies are receiving. The number and street should be written on the cards of young gentlemen.

LEAVE CARDS AFTER AN INVITATION.

Cards must be left with those who have sent invitations, whether accepted or not. If it is desired to



end the acquaintance, the cards can be left without inquiring whether the ladies are at home, but they must be left in person.

When gentlemen are only on terms of formal visiting, they should not expect to receive invitations from ladies, until the yearly autumnal call has been made, or until their cards have been left to represent themselves.

*A BRIDEGROOM'S CARD.*

The bridegroom often sends his bachelor card (enclosed in an envelope) to those of his acquaintances with whom he wishes to continue on visiting terms. Those who receive a card should call on the bride, within ten days after she has taken possession of her new home.

*MODEL CARDS.*

*INVITATION CARDS.*

*Mr. & Mrs. T. G. Afford's*

*Compliments,*

*Requesting the pleasure of your company on Tuesday  
Evening, February thirteenth, 1881.*

R. S. V. P.

1370 LINCOLN AVENUE.

*Mrs. & Mrs. Burford,*

*At Home,*

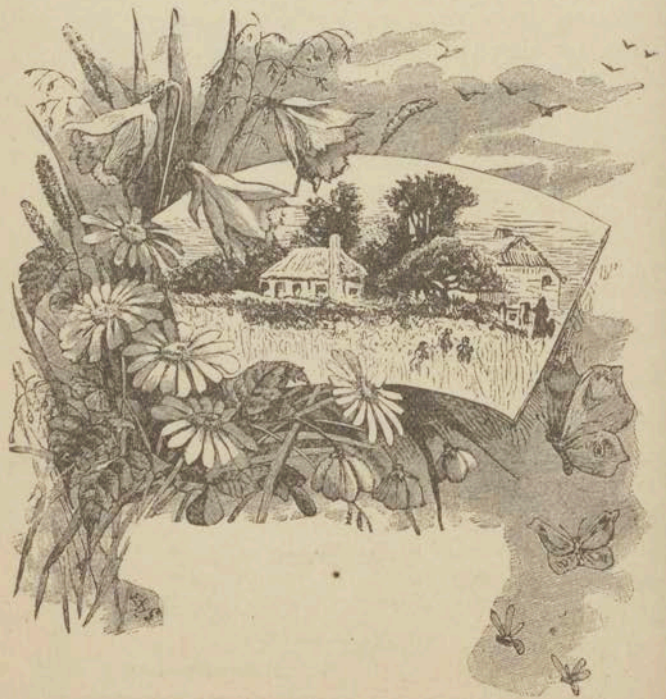
*Wednesday, December ninth, from two until  
four o'clock.*

19 EAST 34TH STREET.

## PRESENTATION CARD.

*Mrs. Zauder sends her Christmas greetings to Mr. Strunk, and begs his acceptance of the accompanying trifle as a token of her regard.*

*Christmas, 1881.*





## CHAPTER XXXII.

### FUNERALS.



THE saddest of all duties to perform is our duty to the dead. It becomes us to show in every possible way our sympathies for the bereaved and the deepest respect for the solemn occasion. Of late, forms of ostentation at funerals are gradually diminishing, and by some even mourning habiliments are rejected in whole or in part.

#### *INVITATION TO A FUNERAL.*

It is customary in cities to give notice of death and announcement of funeral through the newspaper, but for fear it will not reach all in time, invitations are sent to personal and family friends of the deceased.

Private invitations are usually printed on fine small note paper with a heavy black border, and in such form as the following :





## MODEL FUNERAL INVITATION.

*Youself and family are invited to  
attend the Funeral of*

**Mr. John D. Gordon,**

*From his late residence,*

*No. 273 Madison Avenue.*

(Or from Christ's Church.)

*To proceed to Highland Cemetery.*

It is a breach of good manners not to accept an invitation to a funeral when one is sent.

## FUNERAL ARRANGEMENTS.

It is customary to trust the details of the arrangements for a funeral to some relative or friend of the family ; or, if there be none such, it can be safely left

with the undertaker. It is prudent to name a limit for the expenses of the funeral, and the means of the family should of course govern this. Pomp and display should always be avoided. The lesson of death is too solemn to be made the occasion of mere show.

#### *THE HOUSE OF MOURNING.*

Upon entering the house of mourning the hat should be removed, and all loud talking or confusion avoided. All differences and quarrels should be forgotten and enemies who meet at a funeral should treat each other with respect and dignity. No calls of condolence should be made upon the bereaved family while the dead remains in the house, and members of the family may be excused from receiving any but their most intimate friends at that time. The bell knob or door handle is draped with black crape, with a black ribbon tied on, if the deceased is married or advanced in years, and with a white ribbon if young or unmarried.

#### *FUNERAL SERVICES.*

If the services are held at the house, some near friend or relative will receive the guests. The immediate members of the family and near relatives should take a final view of the corpse just before the arrival of the guests, and should not make their appearance again until about time for the services to commence. The clergyman in taking his position should accommodate himself to the hearing of all, if possible, but especially to the family and near relatives, who will probably be in a room to themselves. In such case he should stand in the doorway. The guests will have taken a last look at the corpse before seating themselves, and at



the conclusion of the services the coffin lid is closed, and the remains are borne to the hearse. The custom of opening the coffin at church, unless the person is one of distinguished prominence, is fast falling into disuse.

#### *THE PALL-BEARERS.*

The pall-bearers, usually six, but sometimes eight in number, are generally chosen from the intimate acquaintances of the deceased, and of nearly the same age. If they walk to the cemetery, they take their position in equal numbers on either side of the hearse.

#### *ORDER OF THE PROCESSION.*

The carriages containing the clergymen and pall-bearers precede the hearse, immediately followed by the carriages of the nearest relatives, more distant relatives and friends, respectively. When societies or masonic bodies take part in the procession they precede the hearse. The horse of a deceased mounted military officer, fully caparisoned and draped in mourning, will be led immediately after the hearse. As the mourners pass out to enter the carriages, the guests stand with uncovered heads. No salutations are given or received. The person who officiates as master of ceremonies assists the mourners to enter and alight from the carriages. At the cemetery the clergyman or priest precedes the coffin.

#### *FLORAL DECORATIONS.*

The decorations for the coffin are usually flowers, arranged in a beautiful wreath for a child or young person, and a cross for a married person. The flowers





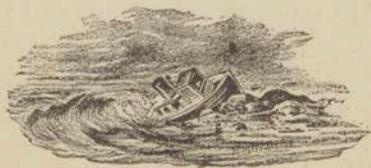
are mostly white. Friends may send floral devices as a mark of esteem. These should be sent in time for decorative purposes.

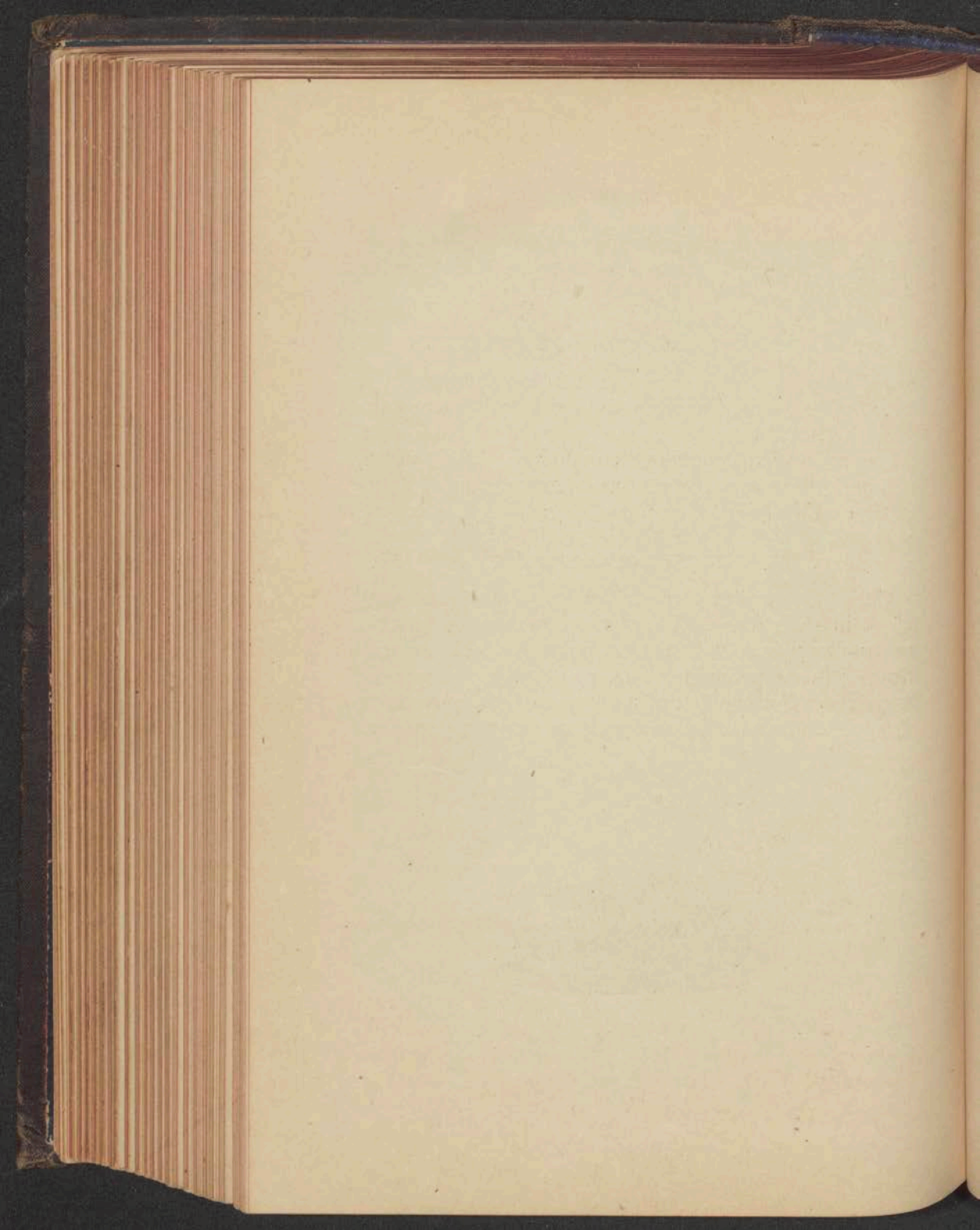
*CALLS UPON THE BEREAVED FAMILY.*

Friends may call upon the bereaved family in a week after burial and acquaintances within a month. It is the custom for friends to wear no bright colors when making their calls of condolence. Short notes of condolence may be sent as an expression of sympathy. Formal notes of condolence are no longer sent.

*HABILIMENTS OF MOURNING.*

Custom prescribes some indication of one's bereavement in their dress. They who choose to adopt this custom may do so with perfect propriety. The widow dresses in mourning for life, or until a subsequent marriage. For the loss of a brother or sister or son or daughter, six months or a year, as they may prefer.

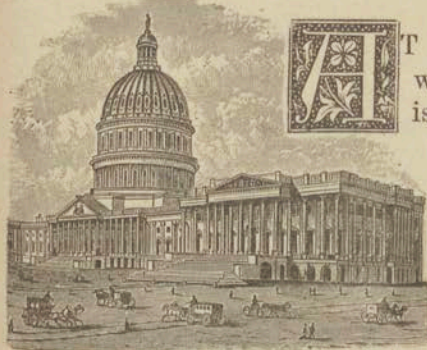






## CHAPTER XXXIII.

### WASHINGTON ETIQUETTE.

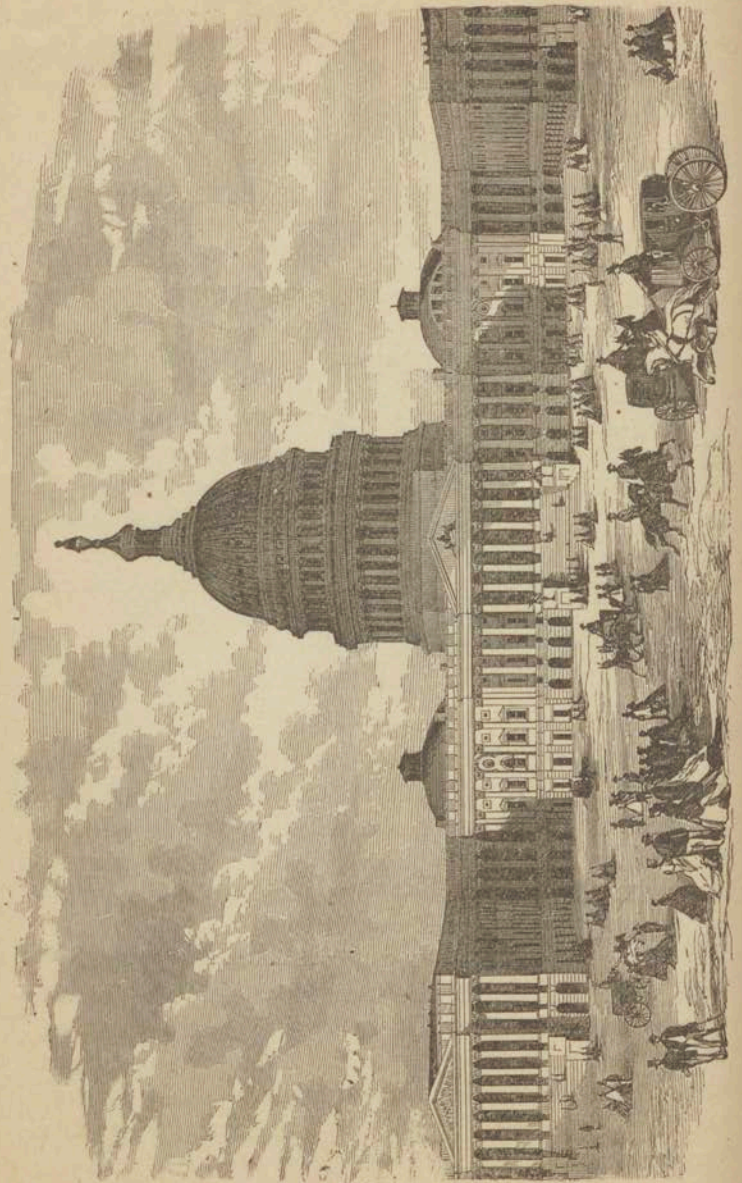


Our National Capital, where social standing is determined by official rank, there are some special rules of etiquette which we shall briefly notice in this chapter.

#### *THE PRESIDENT.*

The President is regarded as "the first man in the nation," socially as well as officially. There is no special set of formalities necessary for forming his acquaintance. He receives calls, but is not required to return them. He is addressed as "Mr. President" or "Your Excellency."

When the President gives up the morning hours to receiving calls, those who have business with him take precedence over those who have not. In either case the caller is summoned into the room occupied by the President's secretaries. Here he presents his card and is shown in to the President. The person who has no business with the President simply pays his respects





and withdraws. On a private call it is always better to secure the services of some official, or friend of the President, to go with you and introduce you.

*RECEPTIONS AT THE WHITE HOUSE.*

While congress is in session, stated receptions are given at the White House which all are permitted to attend. The caller gives his name to the usher upon entering the reception room. The usher announces the name, and as the caller approaches the President, he is introduced by an official appointed for that purpose. Having been presented to the President and the members of his family, the guest passés on and mingles in the social intercourse of those assembled. A caller may leave his card if he wishes.

*PRESIDENTIAL STATE DINNERS.*

At state dinners given by the President, the same rules prevail as at any other formal dinner, but precedence is given to the guests according to official station. An invitation from the President can not be refused, and it affords a sufficient excuse for breaking any other engagement; but the parties with whom you may have other engagements should be informed of your invitation from the President.

*MEMBERS OF THE PRESIDENTIAL FAMILY.*

The wife of the President is not obliged to return calls, though she may visit those who are special friends, or whom she wishes to honor by her company.

The other members of the President's family may receive and return calls.

*NEW YEAR'S RECEPTIONS AT THE WHITE HOUSE.*

New Year's receptions are the most ceremonious occasions which occur at the White House. Ladies appear in the most elegant toilets suitable for a morning reception, and members of foreign legations appear in the court dress of their respective nationalities.

*ORDER OF OFFICIAL RANK.*

Next in rank to the President are, the Chief Justice, the Vice-President, and Speaker of the House of Representatives. These receive the first visits from all others. Next in order are the General of the Army, and the Admiral of the Navy. All these, so far mentioned, receive the first call from the representatives. The wife of any official is entitled to the same social precedence as her husband. Among officers of the army and navy, the Lieutenant-General corresponds to the Vice-Admiral, the Major-General to the Rear-Admiral, Brigadier-General to Commodore, Colonel to Captain in the navy, and so on.

*CABINET OFFICERS.*

On all ordinary occasions the cabinet officers take equal rank. When it becomes necessary in state ceremony to have some order of precedence, it is as follows:

Secretary of State, of the Treasury, of War, of the Navy, the Postmaster-General, Secretary of the Interior, Attorney-General.

The wives of the cabinet officers, or the ladies of the household, give receptions on every Wednesday during the season, from the first of January till Lent. On

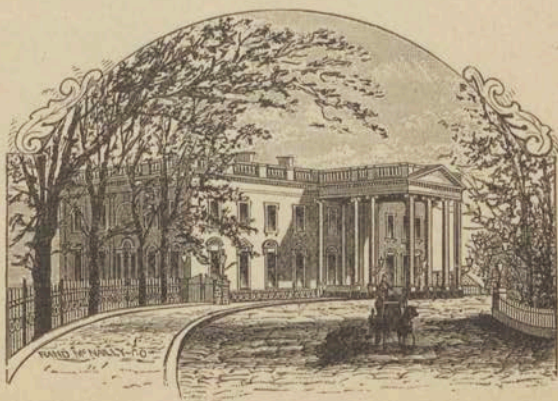


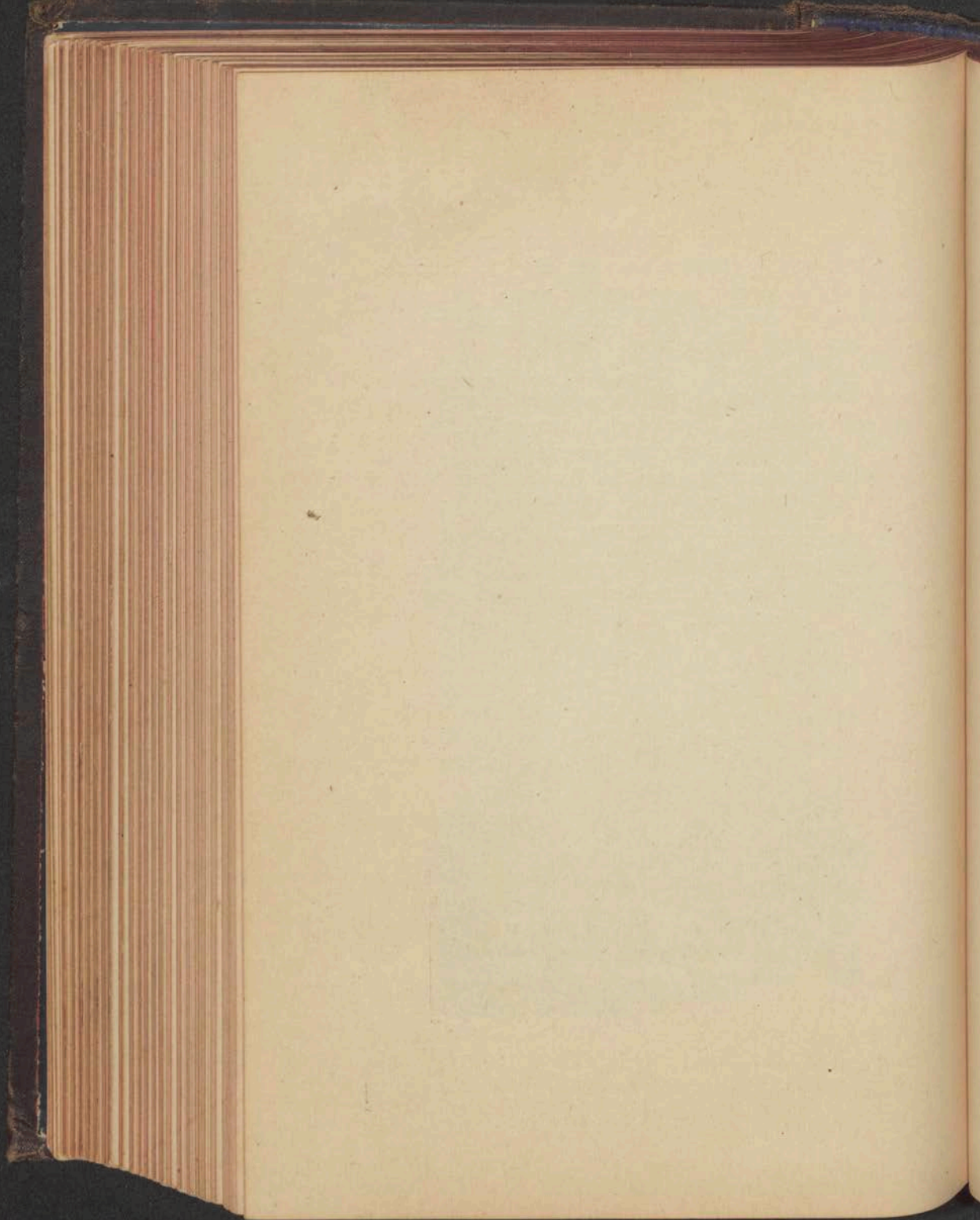
these occasions, all who wish to do so, are at liberty to call, and refreshments are served. The ladies of the family are under obligations to return these calls and leave the cards of the cabinet officers, with an invitation to an evening reception.

Cabinet officers are expected to entertain, by dinners and otherwise, senators, representatives and other high officials and distinguished visitors at Washington, as well as the ladies of their respective families. Hours for calling at the capital are usually from two till half past five.

*SENATORS AND REPRESENTATIVES.*

It is optional with senators, representatives and all other officials, except President and cabinet officers, whether they entertain.

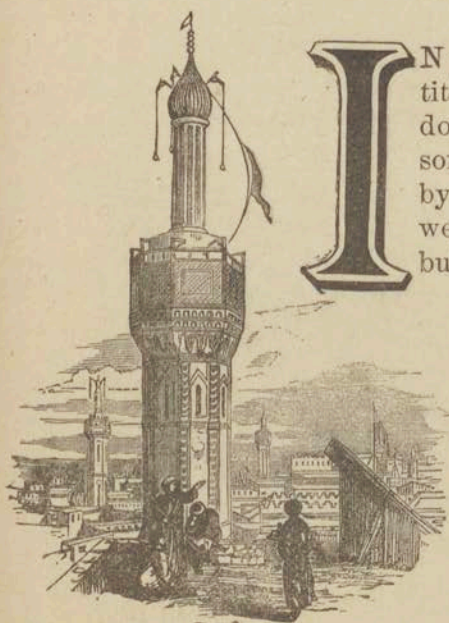






## CHAPTER XXXIV.

### FOREIGN TITLES.



**I**N this country where titles are not handed down from father to son, but won, if at all, by each for himself, we naturally know but little of hereditary titles. In Europe it is quite different, and, as many of our citizens go abroad, it will be well that they be informed upon this subject. For, in Europe, to fail to give a person his or her proper title

is a serious breach of manners, and one not readily overlooked.

#### *ROYALTY.*

The head of the social structure in England is the King and Queen. They are addressed under the form "Your Majesty." Second in rank is the Prince of

Wales, heir-apparent to the throne. The other children while in their minority are all known as princes and princesses. The eldest of the princesses is the crown princess. When they attain to their majority the princes become dukes, and the princesses retain their former title, adding that of their husbands when they marry. Members of the royal house are all designated as "Their Royal Highnesses."



*THE NOBILITY.*

A duke who inherits the title from his father is one grade below a royal duke. The wife of a duke is a duchess. They are both addressed as "Your Grace." The eldest son of a duke is styled a marquis until he comes into possession of his father's title. His wife is a marchioness. The younger sons of a duke are by courtesy called lords, and the daughters have the



title of lady prefixed to their Christian names. An earl or a baron is spoken of as a lord, and his wife as a lady, though to the lady the title of countess or baroness would rightly belong. The daughters of an earl are ladies, the younger sons of both earls and barons are honorables. Bishops receive the title of lord, but with them it is not hereditary.

*THE GENTRY.*

Baronets are addressed as "Sirs," and their wives receive the title of lady; but they are only commoners of a higher degree. A clergyman by right of his calling stands on an equality with all commoners, a bishop with all peers.

*ESQUIRE.*

In England the title of Esquire is not merely an empty compliment, as it is in this country. The following have a legal right to the title:

The sons of peers, whether known as lords or honorables.

The eldest sons of peers' sons, and their eldest sons in perpetual descent.

All the sons of baronets.

All esquires of the Knights of the Bath.

Lords of manors, chiefs of clans, and other tenants of the crown *in capite*, are esquires by prescription.

Esquires, created to that rank by patent, and their sons in perpetual succession.

Esquires by office, such as justices of the peace while on the roll, mayors of towns during mayoralty, and sheriffs of counties.

Members of the House of Commons.

Barristers at law.

Bachelors of divinity, law and physic.

All who in commissions signed by the sovereign are ever styled esquires, retain that title for life.

*IMPERIAL RANK.*

Emperors and empresses rank higher than kings and queens. The sons and daughters of the Emperor of Austria are styled archdukes and archduchesses.

*EUROPEAN TITLES.*

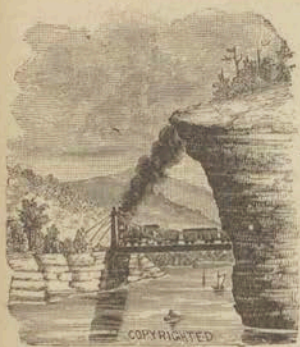
Titles in continental Europe are so common and so often unsustained by landed or moneyed interests, that they have not the same significance which they hold in England. Many who have inherited high titles have nothing but the empty name. This is frequently the case in Germany, and still more often so in Italy.





## CHAPTER XXXV.

### GAMES, SPORTS AND AMUSEMENTS.



BOOK designed to treat of social etiquette, would not be complete unless all departments of social life were discussed. Whenever men and women meet, there the rules of etiquette and good man-

nners are found in force. Sports and games are a very important part of social life, and ladies and gentlemen will be as careful while engaged in them, as at any other time, that their conduct may manifest politeness and refinement. While the same fundamental principles of politeness, unselfishness and regard for others, govern here as elsewhere, yet the formality of etiquette—if there be any—should be relaxed, and ladies and gentlemen should engage in games and sports with perfect freedom and ease. There should be no rules of propriety to make one feel restrained, and thus make his actions seem awkward and his speech halting. Games should be entered into with mirth and cheerfulness, with the greatest gayety and liveli-

ness—never with restraint. It is not our purpose here to lay down a set of rules governing the games we wish to mention; the full rules may be found accompanying the implements of each game. But we may properly describe some of the more popular and common games and amusements, and give suggestions as to what is customary, or what are regarded as improprieties.

*CHESS.*

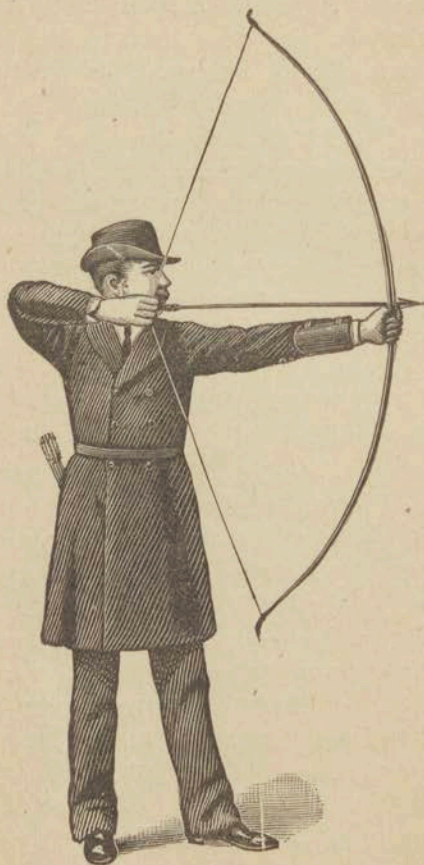
This is the most popular intellectual game. It is called the game of the kings. It affords much amusement, sometimes intense excitement, to those who become practiced players. It is the most profitable of all indoor games. Requiring thought and quiet it is improper for either player to make a disturbing noise. A gentleman playing with a lady, should first assist her in arranging her pieces, and then arrange his own. He is not expected to give her advantages which the rules of the game do not accord to her. It is regarded by the rules of the game, as improper to whistle, or hum, or drum with the fingers, or keep time with the feet. The game should be conducted as nearly as possible in silence. You should not manifest impatience at your opponent taking his time to make a move. See that you play strictly according to the rules adopted, and if victor, play again if your opponent desire it.

*ARCHERY.*

Perhaps the most popular outdoor amusement which can be indulged in by ladies and gentlemen, is that found with the bow and arrow. In many villages and cities throughout the country archery clubs have



been formed, and with American young people the practice of archery has become one of the most delightful and profitable of sports.



*IMPLEMENTS FOR ARCHERY.*

The implements required for archery are the bow, arrows, target, a quiver pouch and belt, an arm-guard

or brace, a shooting glove or finger tip and a scoring card.

The bow is from five to six feet long, made of lancewood or locust. Spanish yew is considered the choicest, next comes the Italian, then the English yew; lancewood and lancewood backed with hickory are used more than any other. In choosing a bow, you will find that the best you can afford will prove the cheapest in the end. Men should use bows six feet long, pulling from forty to sixty pounds; and ladies, bows of five feet or five feet six inches in length, pulling from twenty-five to forty pounds. The target consists of a circular, thick mat of straw, from two to four feet in diameter, covered with canvas, painted in a series of circles. The inner circle is a gold color, then comes red, white, black and the outer circle white. The score for a gold hit is nine; the red, seven; the inner white, five; the black, three; and the outer white, one. The arrows should be of uniform thickness throughout, being generally made of pine; the finest grades are made of white deal, and every arrow should have a sharp point of iron or brass; they are from twenty to thirty inches in length. The quiver-belt is worn around the waist and contains the arrows which are being used. A shooting glove is worn on the right hand to protect the fingers from soreness in drawing the string of the bow.

#### ARCHERY CLUBS.

It is by organization into clubs, that archery is made a game. The clubs are about equally divided as to ladies and gentlemen, and have their prescribed officers and rules. Each member of the club is expected



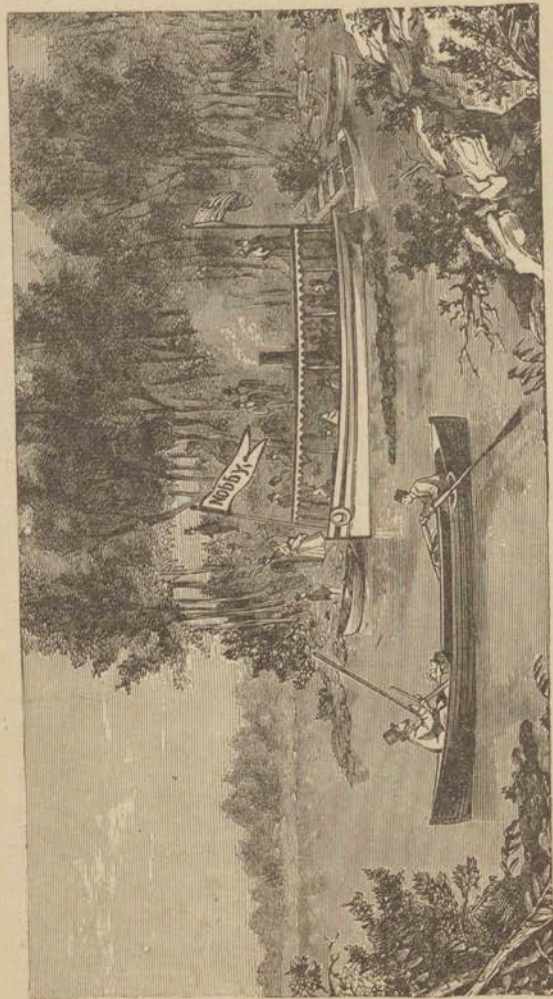
to furnish his own implements, and to attend all the practice meetings and prize shootings. Besides the officers usual to all other organizations, the club has a field marshal, whose duties are to place the targets, measure the shooting distances and have a general supervision of the field; a scorer, who shall keep a score of each individual member, and a lady paramount, who acts as umpire, and, as highest officer in the club, is judge of all disputes. In practice meetings there should be one target for every six or eight persons. The targets may be placed at any required distance, from thirty to one hundred yards,—ladies being generally allowed about one-fourth the distance in shooting. An equal number of ladies and gentlemen occupy one target, and each shoot a certain number of arrows, from three to six, a score being kept as the target is hit.

#### LADIES' COSTUME

May be more brilliant than the ordinary walking dress, and should be made short enough for convenience in movement, and so as to give free and easy motion of the arms.

#### BOATING.

Where there is water to admit of it, boating is found an enjoyable and profitable recreation. It may be pursued by both ladies and gentlemen. As there is considerable danger in sailing, no gentleman should think of inviting ladies to ride with him on the water, unless he is thoroughly capable of managing the boat. This requires tact and experience. Rowing is safer and is a healthful and delightful exercise, and many





ladies become experts at the art. But care should be taken in not overloading the boat. Every gentleman should know how to row, as it is a knowledge easily acquired. If one inexperienced in rowing goes out with others in a boat, he should refrain from any attempt to row, as it may render the ride uncomfortable to his companions. It is polite to offer a friend the "stroke" oar, as it is regarded as the post of honor.

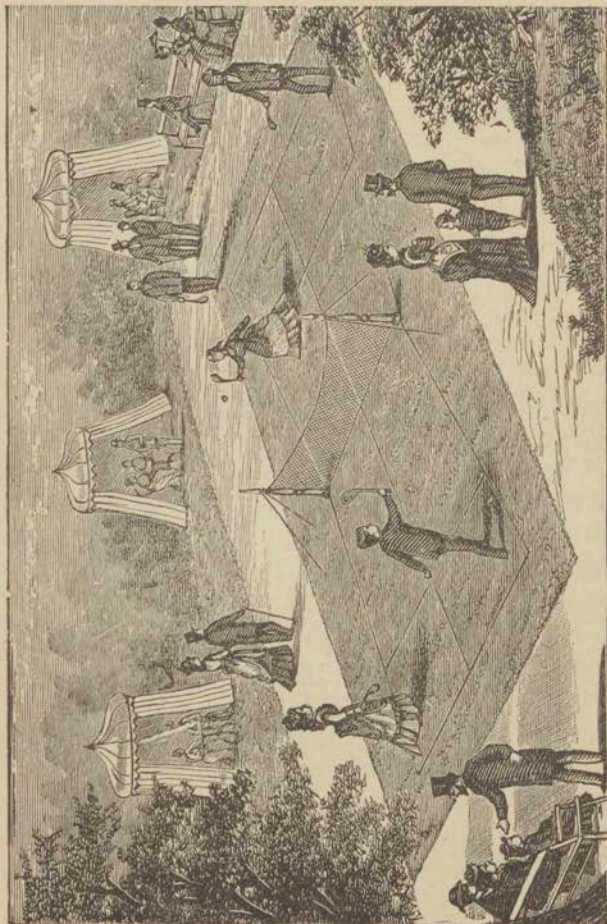
A lady's dress in rowing should give perfect freedom to her arms; she should have a short skirt, stout boots, and a hat with sufficient brim to protect her from the sun.

#### LAWN TENNIS.

This is one of the most ancient of games. The ancient Greeks and Romans played it, and ever since, with varying intermissions, it has been a favorite game in many countries of Europe. There are many points in favor of tennis to commend it to popular favor. It is a game for both ladies and gentlemen, with equal chances in favor of the ladies carrying off the palm. The exercise is not of an exhausting character, and affords ladies a training in easy and graceful movements.

The requisites for playing are, a lawn of level surface about forty-five by one hundred feet, as the "court," upon which the playing is done, is twenty-seven by seventy-eight feet; a net four or five feet high and twenty-seven feet long, which divides the court; a ball of india rubber and a "racket."

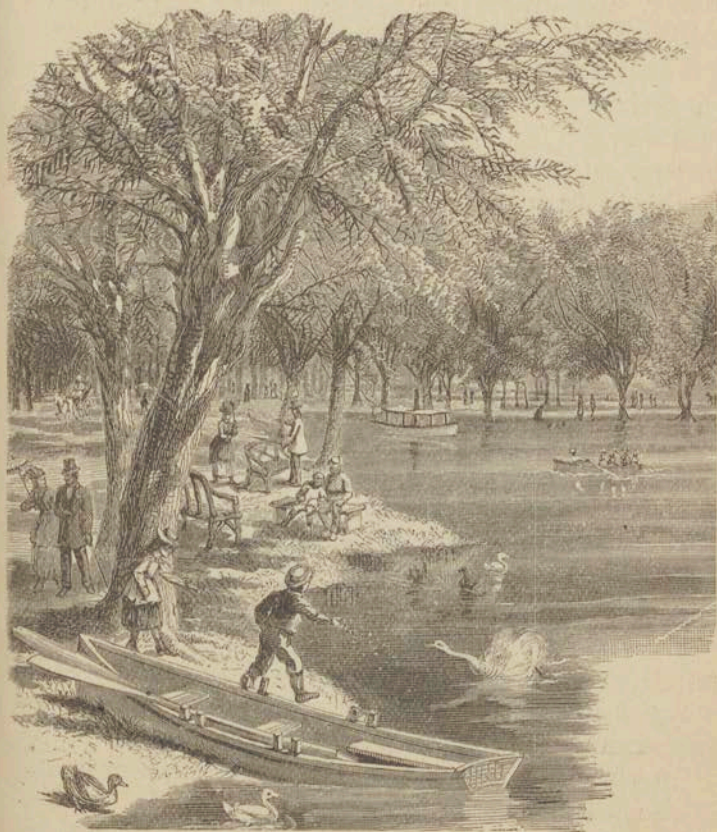
The uses of the net, the ball and the racket, may be found in the rules which accompany the implements.





*PICNICS.*

At picnics, while ladies and gentlemen will not forget to be polite and courteous, forms and ceremonies



are thrown aside. Men and women engage in these days of pleasure that they may escape, for a time, the cares of business, and the restraints of formal society, so at such times it is the duty of all to make the occa-

sion one of gayety and mirth. Formal introductions and ceremonies should not stand in the way of enjoyment. The ladies should provide the luncheon or dinner, and invent whatever they can in the way of enjoyment for the gentlemen. The gentlemen at such times are not only the guides and escorts of the ladies, but their servants as well, and they should perform such services for the ladies, in the way of procuring flowers, carrying baskets, etc., as may be requested. It is their duty to provide conveyances to and from the place of the festivities, to make all arrangements necessary in the way of providing music, games, boats, and whatever else is needed to add to the pleasure of the day.

#### *ETIQUETTE OF CARD PLAYING.*

We will note here some of the ordinary rules of politeness to be observed in card playing:

Never urge any one, who seems to be unwilling, to play a game of cards. They may have conscientious scruples in the matter, which should be respected.

If you do not understand the game it is proper to refuse to play. But if you know how, and have no scruples of conscience, you should not refuse, if a game can not be made up without you.

Guests should not call for cards. It is the privilege of the host or hostess to suggest them.

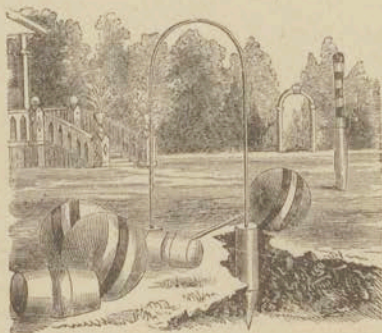
Never finger the cards while they are being dealt, nor take them up until they are all dealt out.

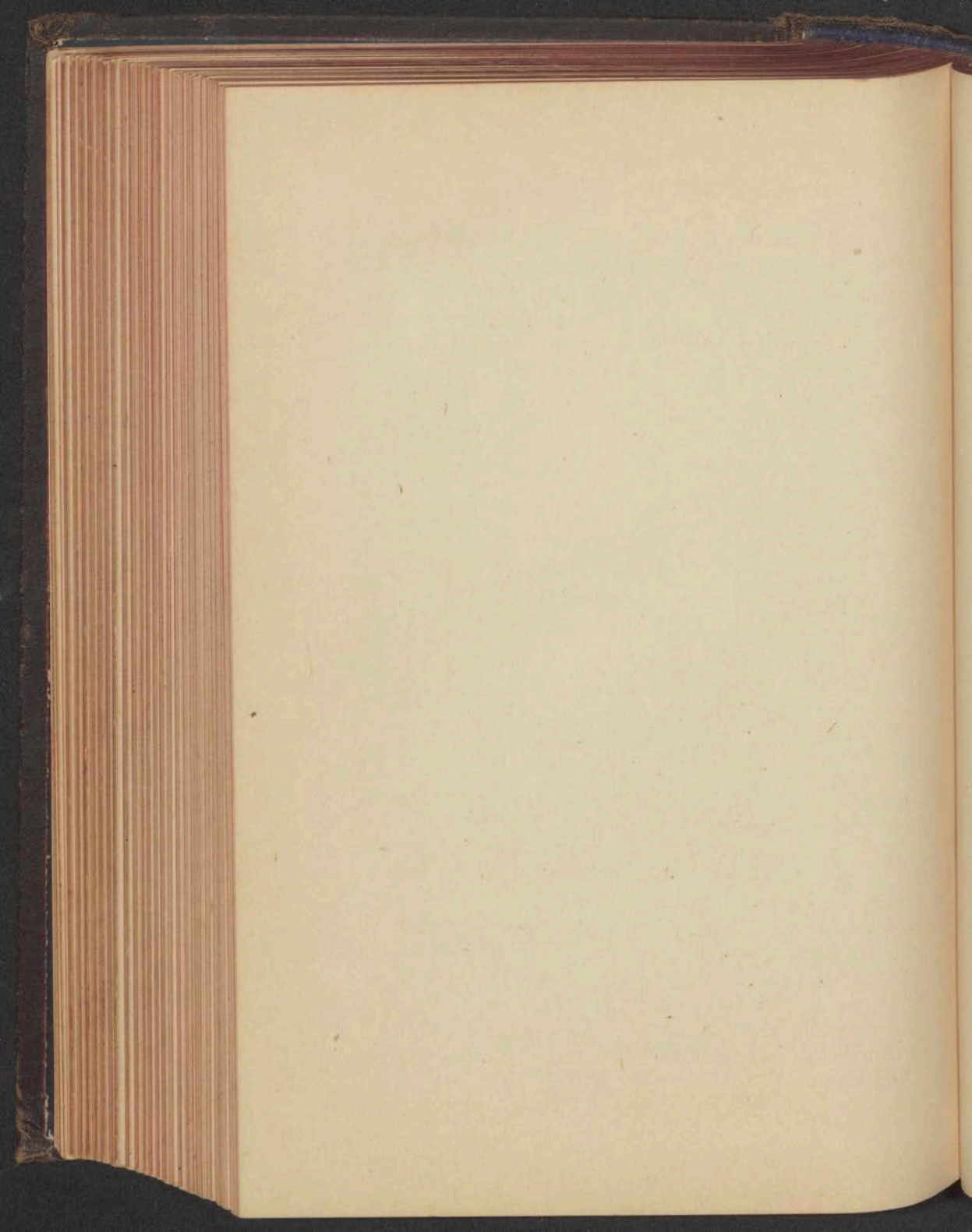
Never hurry any one who is playing. In endeavoring to play their best, they should be allowed their own time without interruption.



Betting at cards is vulgar; it is nothing less than gambling, and should be always scrupulously avoided.

If the players wish quiet, that they may play well, do not suggest, or keep up a conversation, or make any noise which will distract your own mind, or the minds of others, from the game.

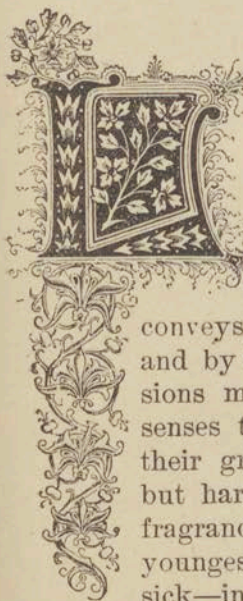






## CHAPTER XXXVI.

### THE LANGUAGE OF FLOWERS.



LANGUAGE means, in a general sense, any method of communicating thought. Man commonly accomplishes it through the organs of sight and hearing, and sometimes by the sense of touch, but it is especially sight which conveys the most intelligence to the mind, and by its medium are the greatest impressions made. What more pleasing to our senses than beautiful flowers—their form, their great variety, and sometimes sharp but harmonic contrast of color, and their fragrance! And how attractive to the youngest as well as the oldest—the well or sick—in trouble or in happiness! To the person of leisure, or to one utterly weary in body or mind, what more welcome than some sweet, fragrant flower—a pansy, or a carnation, even!—and it is an elegant custom, by which flowers, the beautiful part of creation, are made to express sentiments of love, tributes of affection, and premiums of honor, valor and fame.





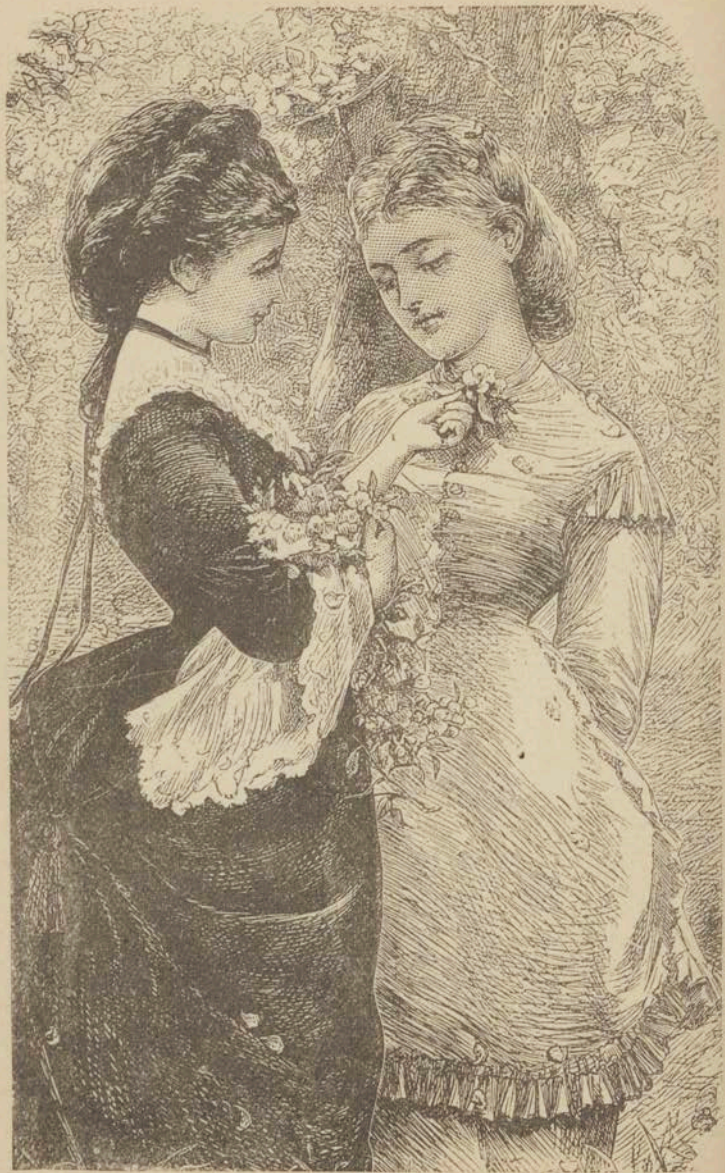
The following is the language of flowers :

- Acacia. Concealed love.  
Acacia, Rose. Friendship.  
Acanthus. Arts.  
Adonis Vernalis. Bitter memories.  
Agnus Castus. Coldness.  
Agrimony. Thankfulness.  
Almond. Hope.  
Aloe. Superstition.  
Althea. Consumed by love.  
Alyssum, Sweet. Worth beyond beauty.  
Amaranth. Immortality.  
Amaryllis. Splendid beauty.  
Ambrosia. Love returned.  
Anemone. Expectation.  
Anemone, Garden. Forsaken.  
Angelica. Inspiration.  
Apocynum, (Dogbane). Inspiration.  
Apple. Temptation.  
Apple Blossom. Preference.  
Arbor Vitæ. Unchanging friendship.  
Arbutus, Trailing. Welcome.  
Arnica. Ardor.  
Ash. Grandeur.  
Ash, Mountain. Prudence.  
Aspen Tree. Lamentation.  
Asphodel. Regrets beyond the grave.  
Aurilica. Avarice.  
Azalea. Romance.  
Bachelors' Button. Hope in love.  
Balm. Sympathy.  
Balm of Gilead. Healing  
Balsam. Impatience.  
Barberry. Sharpness ; satire.

Basil. Hatred.  
Bay Leaf. No change till death.  
Beech. Prosperity.  
Bee Ophrys. Error.  
Bee Orchis. Industry.  
Bell Flower. Gratitude.  
Belvidere, Wild (Licorice). I declare against you.  
Bilberry. Treachery.  
Birch Tree. Meekness.  
Black Bryony. Be my support.  
Bladder-Nut Tree. Frivolous amusements.  
Blue Bottle. Delicacy.  
Borage. Bluntness.  
Box. Constancy.  
Briers. Envy.  
Broken Straw. Constancy.  
Broom. Neatness.  
Buckbran. Calm repose.  
Bugloss. Falsehood.  
Burdock. Importunity.  
Buttercup. Riches.  
Cactus. Thou lovest me.  
Calla Lilly. Feminine beauty.  
Calycanthus. Benevolence.  
Camelia. Pity.  
Camomile. Energy in action.  
Candytuft. Indifference.  
Canterbury Bell. Gratitude.  
Cape Jasmine Gardenia. Transport; ecstasy.  
Cardinal Flower. Distinction.  
Carnation, Yellow. Disdain.  
Catchfly (Silene), Red. Youthful love.  
Catchfly, White. I fall a victim.  
Cedar. I live for thee.  
Cedar of Lebanon. Incorruptible.



- Celandine. Future joy.  
Cherry Tree. Good education.  
Chickweed. I cling to thee.  
Chickory. Frugality.  
China Aster. I will think of thee.  
China, Pink. Aversion.  
Chrysanthemum, Rose. In love.  
Chrysanthemum, White. Truth.  
Chrysanthemum, Yellow. Slighted love.  
Cinquefoil. Beloved child.  
Clematis. Artifice.  
Clover, Red. Industry.  
Cobœa. Gossip.  
Coxcomb. Foppery.  
Colchium. My best days fled.  
Coltsfoot. Justice shall be done you.  
Columbine. Folly.  
Columbine, Purple. Resolved to win.  
Columbine, Red. Anxious.  
Convolvulus Major. Dead hope.  
Convolvulus Minor. Uncertainty.  
Corechorus. Impatience of happiness.  
Coreopsis. Love at first sight.  
Coriander. Hidden merit.  
Corn. Riches.  
Cornelian Cherry Tree. Durability.  
Coronilla. Success to you.  
Cowslip. Pensiveness.  
Cowslip, American. My divinity.  
Crocus. Cheerfulness.  
Crown Imperial. Majesty.  
Currants. You please me.  
Cypress. Mourning.  
Cypress and Marigold. Despair.  
Daffodil. Chivalry.





- Dahlia. Forever thine.  
Daisy, Garden. I share your feelings.  
Daisy, Michaelmas. Farewell.  
Daisy, Red. Beauty unknown to possessor.  
Daisy, White. Innocence.  
Daisy, Wild. I will think of it.  
Dandelion. Coquetry.  
Daphne Mezereon. I desire to please.  
Daphne Odora. I would not have you otherwise.  
Dead Leaves. Sadness.  
Diosma. Usefulness.  
Dittany. Birth.  
Dock. Patience.  
Dodder. Meanness.  
Dogwood Flowering (Cornus). Am I indifferent to you?  
Ebony. Hypocrisy.  
Eglantine. I wound to heal.  
Elder. Compassion.  
Elm. Dignity.  
Endive. Frugality.  
Epigaea, Repeus (May Flower). Budding beauty.  
Eupatorium. Delay.  
Evening Primrose. Inconstancy  
Evergreen. Poverty.  
Everlasting (Graphalium). Never-ceasing memory.  
Filbert. Reconciliation.  
Fir Tree. Elevation.  
Flax. I feel your kindness.  
Flora's Bell. Without pretension.  
Flowering Reed. Confide in heaven.  
Forget-me-not. True love.  
Foxglove. Insincerity.  
Fraxinella. Fire.  
Fritillaria, (Guinea-hen Flower). Persecution.  
Furze. Anger.

- Fuchsia. The ambition of my love thus plagues itself.  
 Fuchsia, Scarlet. Taste.  
 Gardenia. Transport; ecstasy.  
 Gentian, Fringed. Intrinsic worth.  
 Geranium, Apple. Present preference.  
 Geranium, Ivy. Your hand for next dance.  
 Geranium, Nutmeg. I expect a meeting.  
 Geranium, Oak. Lady, deign to smile.  
 Geranium, Rose. Preference.  
 Geranium, Silver Leaf. Recall.  
 Gilly-flower. Lasting beauty.  
 Gladiolus. Ready armed.  
 Golden Rod. Encouragement.  
 Gooseberry. Anticipation.  
 Goosefoot. Goodness.  
 Gorse. Endearing affection.  
 Grape. Charity.  
 Grass. Utility.  
 Guelder Rose (Snowball). Writer.  
 Harebell. Grief.  
 Hawthorn. Hope.  
 Heart's Ease. Think of me.  
 Heart's Ease, Purple. You occupy my thoughts.  
 Hazel. Reconciliation.  
 Heath. Solitude.  
 Helenium. Tears.  
 Heliotrope, Peruvian. I love; devotion.  
 Hellebore. Scandal.  
 Henbane. Blemish.  
 Hepatica. Confidence.  
 Hibiscus. Delicate beauty.  
 Holly. Foresight.  
 Hollyhock. Fruitfulness.  
 Hollyhock, White. Female ambition.  
 Honesty (Lunaria). Sincerity.



- Honeysuckle. The bond of love.  
Honeysuckle, Coral. The color of my fate.  
Honeysuckle, Monthly. I will not answer hastily.  
Hop. Injustice.  
Hornbeam. Ornament.  
Horse-chestnut. Luxury.  
House-leek. Domestic economy  
Houstonia. Content.  
Hoya (Wax Plant). Sculpture.  
Hyacinth. Jealousy.  
Hyacinth, Blue. Constancy.  
Hyacinth, Purple. Sorrow.  
Hydrangea. Heartlessness.  
Ice Plant. Your looks freeze me.  
Indian Cress. Resignation.  
Ipomaco. I attach myself to you.  
Iris. Message.  
Iris, German. Flame.  
Ivy. Friendship; matrimony.  
Jessamine, Cape. Transient joy.  
Jessamine, White. Amiability.  
Jessamine, Yellow. Grace; elegance  
Jonquil. Return my affection.  
Judas Tree. Betrayed.  
Juniper. Perfect loveliness.  
Kalamia, (Mountain Laurel). Treachery.  
Kennedia. Intellectual beauty.  
Laburnum. Pensive beauty.  
Lady's Slipper. Capricious beauty.  
Lagerströma, (Cape Myrtle). Eloquence.  
Lantana. Rigor.  
Larch. Boldness.  
Larkspur. Fickleness.  
Laurel. Glory.  
Laurestine. I die of neglect.

Lavender. Distrust.  
Lemon Blossom. Discretion.  
Lettuce. Cold hearted.  
Lilac. First emotion of love.  
Lilac, White. Youth.  
Lily. Purity ; modesty.  
Lily of the Valley. Return of happiness.  
Lily, Day. Coquetry.  
Lily, Water. Eloquence.  
Lily, Yellow. Falsehood.  
Linden Tree. Conjugal love.  
Live Oak. Liberty.  
Liverwort. Confidence.  
Locust. Affection beyond the grave.  
London Pride. Frivolity.  
Lotus. Forgetful of the past.  
Love in a Mist. You puzzle me.  
Love Lies Bleeding. Hopeless, not heartless.  
Lucerne. Life.  
Lungwort (Pulmonaria). Thou art my life.  
Lupine. Imagination.  
Lychnis. Religious enthusiasm  
Lythrum. Pretension.  
Madder. Calumny.  
Maiden's Hair. Discretion.  
Magnolia, Chinese. Love of nature.  
Magnolia, Grandiflora. Peerless and proud.  
Magnolia, Swamp. Perseverance.  
Mallow. Sweetness.  
Mandrake. Honor.  
Maple. Reserve.  
Marigold. Cruelty.  
Marigold, African. Vulgar-minded.  
Marigold, French. Jealousy.  
Marjoram. Blushes.



- Marshmallow. Beneficence.  
Marvel of Peru, (Four o'clock). Timidity.  
Meadow Saffron. My best day's gone.  
Meadow Sweet. Usefulness.  
Mignonette. Your qualities surpass your charms.  
Mimosa. Sensitiveness  
Mint. Virtue.  
Mistletoe. I surmount all difficulties.  
Mock Orange, (Syringa). Counterfeit.  
Monkshood. A deadly foe is near.  
Moonwort. Forgetfulness.  
Morning Glory. Coquetry  
Moss. Material love.  
Motherwort. Secret love.  
Mourning Bride, (Scabious). Unfortunate attachment.  
Mouse-ear Chickweed. Simplicity.  
Mulberry, Black. I will not survive you.  
Mulberry, White. Wisdom.  
Mullen. Good nature.  
Mushroom. Suspicion.  
Mush Plant. Weakness.  
Mustard Seed. Indifference.  
Myosotis. Forget me not.  
Myrtle. Love.  
Narcissus. Egotism.  
Nasturtium. Patriotism.  
Nettle. Cruelty; slander.  
Night Blooming Cereus. Transient beauty.  
Nightshade. Bitter truth.  
Oak. Hospitality.  
Oats. Music.  
Oleander. Beware.  
Orange. Generosity.  
Orange Flower. Chastity.  
Orchis. Beauty.





- Osier. Frankness.  
Osmunda. Dreams.  
Pansy. Think of me.  
Parsley. Entertainment.  
Pasque Flower. Unpretentious.  
Passion Flower. Religious fervor.  
Pea. Appointed meeting.  
Pea, Everlasting. Wilt go with me?  
Pea, Sweet. Departure.  
Peach Blossom. My heart is thine.  
Pear Tree. Affection  
Peony. Anger.  
Pennyroyal. Flee away.  
Periwinkle. Sweet memories.  
Persimmon. Bury me amid nature's beauties.  
Petunia. Am not proud.  
Peasant's eye. Sorrowful memories.  
Phlox. Our souls united.  
Pimpernal. Change.  
Pine. Time.  
Pine Apple. You are perfect.  
Pine, Spruce. Farewell.  
Pink. Pure affection.  
Pink, Clove. Dignity.  
Pink, Double-red. Pure, ardent love.  
Pink, Indian. Aversion.  
Pink, Mountain. You are aspiring.  
Pink, Variegated. Refusal.  
Pink, White. You are fair.  
Pink, Yellow. Disdain.  
Plane Tree. Genius.  
Pleurisy Root (Asclepias). Heartache cure.  
Plum Tree. Keep promise.  
Plum Tree, Wild. Independence.  
Polyanthus. Confidence.

- Poplar, Black. Courage  
Poplar, White. Time.  
Poppy. Consolation.  
Poppy, White. Sleep of the heart.  
Pomegranate. Foolishness.  
Pomegranate Flower. Elegance.  
Potato. Beneficence.  
Pride of China (Melia). Dissension.  
Primrose. Early youth.  
Primrose, Evening. Inconstancy.  
Print. Mildness.  
Pumpkin. Coarseness.  
Quince. Temptation.  
Ragged Robin (Lychnis). Wit.  
Ranunculus. Radiant with charms.  
Reeds. Music.  
Rhododendron. Agitation.  
Rose. Beauty.  
Rose, Austrian. Thou art all that is lovely.  
Rose, Barolina. Love is dangerous.  
Rose, Bridal. Happy love.  
Rose, Burgundy. Unconscious beauty.  
Rose, Cabbage. Love's ambassador.  
Rose, Campion. Only deserve my love.  
Rose, China. Grace.  
Rose, Daily. That smile I would aspire to.  
Rose, Damask. Freshness.  
Rose, Dog. Pleasure and pain.  
Rose, Hundred Leaf. Pride.  
Rose, Inermis. Ingratitude.  
Rose, Maiden's Blush. If you do love me you will find me out.  
Rose, Moss. Superior merit.  
Rose, Multiflora. Grace.  
Rose, Musk-cluster. Charming.  
Rose, Sweetbriar. Sympathy.



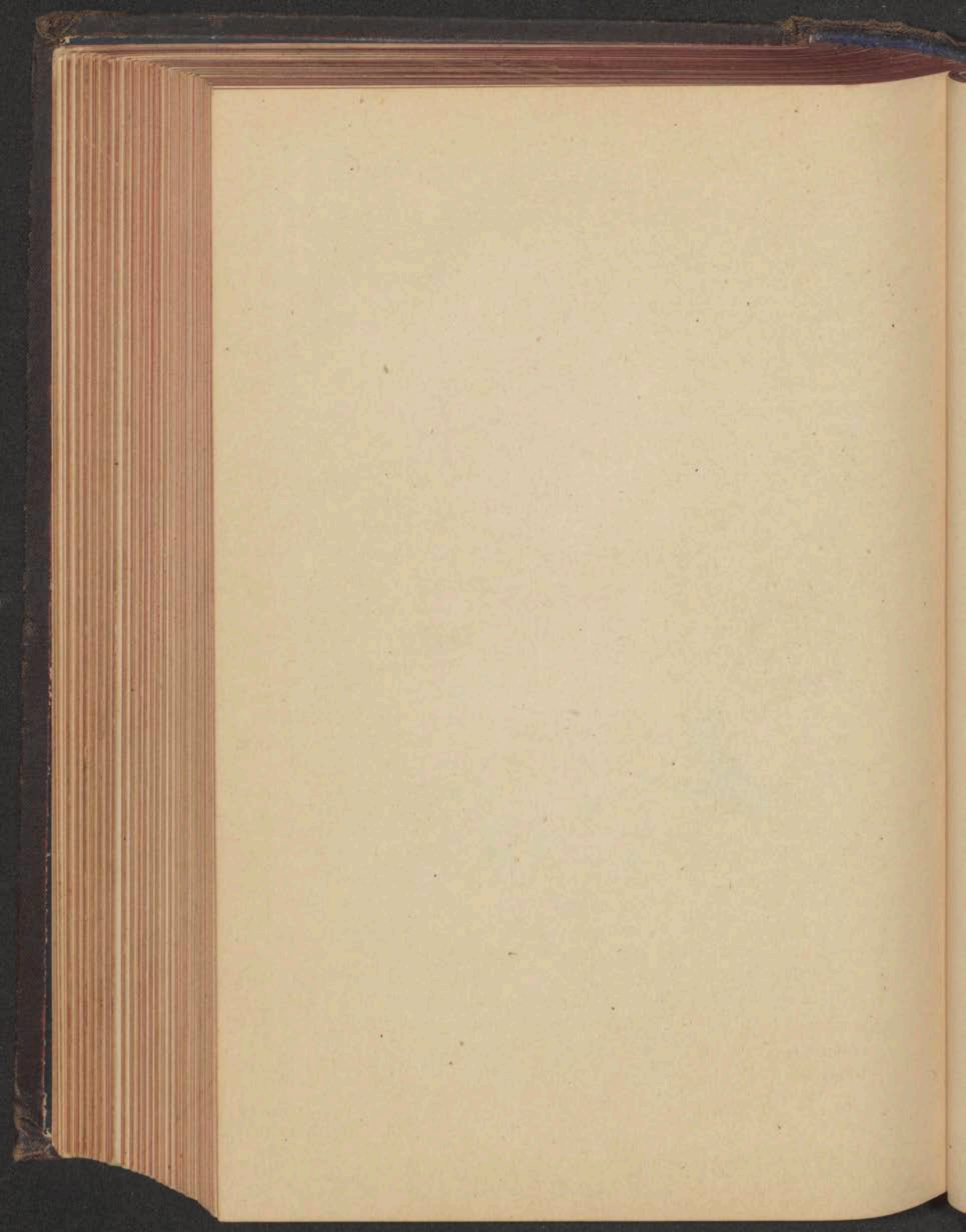
- Rose, Tea. Always lovely.  
Rose, Unique. Call me not beautiful.  
Rose, White. I am worthy of you.  
Rose, White (withered). Transient impression.  
Rose, Wild. Simplicity.  
Rose, Yellow. Decrease of love.  
Rose, York and Lancaster. War.  
Roses, Garland of. Reward of virtue.  
Rosebud. Young girl.  
Rosebud, Moss. Confessed love.  
Rosebud, White. The heart that knows not love.  
Rosemary. Your presence revives me.  
Rue. Disdain.  
Rush. Docility.  
Saffron. Excess is dangerous.  
Sage. Esteem.  
Sardonia. Irony.  
Satinflower (Lunaria). Sincerity.  
Scabious, Mourning Bride. Widowhood.  
Sensitive Plant. Timidity.  
Service Tree. Prudence.  
Snapdragon. Presumption.  
Snowball. Thoughts of heaven.  
Snowdrop. Consolation.  
Sorrel. Wit ill timed.  
Southernwood. Jestings.  
Spearmint. Warm feelings.  
Speedwell, Nerevica. Female fidelity.  
Spindle Tree. Your image is engraved on my heart.  
Star of Bethlehem. Reconciliation.  
Starwort, American. Welcome to a stranger.  
St. John's Wort (Hypericum). Superstition.  
Stock, Ten-week. Promptitude.  
Stramonium, Common. Disguise.  
Strawberry. Perfect excellence.

Strawberry Tree (Arbutis). Esteemed love.  
Sumac. Splendor.  
Sunflower, Fall. Pride.  
Sunflower, Dwarf. Your devout admirer.  
Sweet Sultan. Felicity.  
Sweet William. Artifice.  
Sycamore. Curiosity.  
Syringa. Memory.  
Tansy. I declare against you.  
Teasel. Misanthropy.  
Thistle. Austerity.  
Thorn Apple. Deceitful charms.  
Thorn, Black. Difficulty.  
Thorns. Severity.  
Thrift. Sympathy.  
Throatwood (Pulmonaria). Neglected beauty.  
Thyme. Activity.  
Tiger Flower. May pride befriend thee.  
Touch-me-not, Balsam. Impatience.  
Truffle. Surprise.  
Trumpet Flower. Separation.  
Tuberose. Dangerous pleasures.  
Tulip. Declaration of love.  
Tulip Tree. Rural happiness.  
Tulip, Variegated. Beautiful eyes.  
Tulip, Yellow. Hopeless love.  
Turnip. Charity.  
Valerian. Accommodating disposition.  
Venus' Flytrap. Caught at last.  
Venus' Looking-Glass. Flattery.  
Verbena. Sensibility.  
Vine. Intoxicating.  
Violet, Blue. Love.  
Violet, White. Modesty.  
Violet, Yellow. Modest worth.



Virgin's Bower. Filial love.  
Wall Flower. Fidelity.  
Walnut. Stratagem.  
Weeping Willow. Forsaken.  
Wheat. Prosperity.  
Woodbine. Fraternal love.  
Wood Sorrel. Joy.  
Wormwood. Absence.  
Yarrow. Cure for heartache.  
Yew. Sorrow.  
Zennæ. Absent friends.

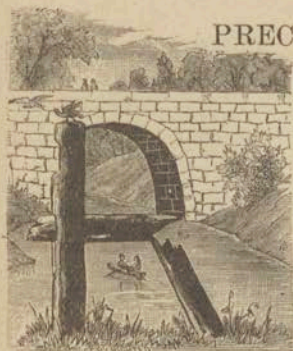






## CHAPTER XXXVII.

### PRECIOUS STONES.



ROMANCE and imagination have ascribed to the various precious stones different significations. Many curious and interesting things might be said of the esteem in which various persons hold this custom. For

instance, some people are very solicitous to secure appropriate stones for presents, lest the health, life or prosperity of the donee should thereby be injured.

January — Garnet. Constancy and Fidelity.

February — Amethyst. Sincerity.

March — Bloodstone. Courage.

April — Sapphire. Repentance.

May — Emerald. Success in love.

June — Agate. Health and long life.

July — Ruby. Forgetfulness of, and exemption from vexations caused by friendship and love.

August — Sardonyx. Conjugal Fidelity.

September — Chrysolite. Freedom from evil passions and sadness of the mind.

October — Opal. Hope and Faith.

November — Topaz. Fidelity and friendship.

December — Turquoise. Prosperity.

Diamond. Innocence.

Pearl. Purity.

Cornelian. Contented mind.

Moonstone. Protects from danger.

Heliotrope. Causing the owner to walk invisible.





## CHAPTER XXXVIII.

### TOILET RECIPES.

#### *TO BEAUTIFY THE HAIR.*



THE hair may be made more beautiful or darkened by taking four ounces of good bay rum, two ounces of olive oil, and one dram of the oil of almonds; mix and shake well and apply frequently.

#### *TO CLEANSE THE HAIR.*

Beat up the yolk of an egg with a pint of soft water; apply it warm; rub briskly for several minutes, and then rinse with clean soft water.

Another method is to take one ounce of borax and half an ounce of camphor. Powder these ingredients fine and dissolve in one quart of boiling water. When cool, the solution will be ready for use. Dampen the hair with this frequently. It is claimed that this not only effectually cleanses and beautifies, but strengthens the hair, preserves the color and prevents baldness.

#### *TO REMOVE DANDRUFF.*

Take a piece of gum camphor as large as a chestnut and place it in one pint of alcohol. This camphorizes

the alcohol. The mixture may be perfumed to suit the individual. Wet the scalp with this daily. It will stimulate the scalp, promote the growth of the hair, and in many instances prevent it from falling out.

*TO PRESERVE THE HAIR.*

Men should have their hair cut short if it begins to fall out, give it a good brushing with a moderately stiff brush while the hair is dry; then wash it well with a suds of castile soap and tepid water, and rub into the scalp, about the roots of the hair, a little bay rum, brandy or camphor water, twice a month. It is well to brush the scalp twice a week. Dampen the hair with pure soft water every time the toilet is made.

*TO PREVENT THE HAIR FROM TURNING GRAY.*

One-half ounce sugar of lead, one-half ounce lac sulphur, one ounce glycerine, one quart rain water. Saturate the hair and scalp with this two or three times per week and you will soon have a head free from gray hairs and dandruff, while the hair will be soft and glossy.

The head should be kept cool by using, occasionally, sage tea with a little borax added. Apply with a small sponge to every part of the head just before dressing the hair.

*CURE FOR BALDNESS.*

If the head has become bald, and the hair will grow at all, it may be restored by washing the head well every morning with the following: Four large handfuls of the stem and the leaves of the garden-box,



boiled in three pints of water in a closely covered vessel for fifteen minutes, and allowed to stand in an earthen jar ten hours or more; then strain the liquid and add one ounce and a half of cologne.

*TO RESTORE GRAY HAIR.*

Hair may be restored to its natural color and beautified by the daily use of the following: Five grains sulphurate of potassium, half an ounce glycerine, one ounce tincture of acetate of iron and one pint of soft water. Mix and let the bottle stand open until the smell of potassium has disappeared, and then add a few drops attar of roses. The hair should be rubbed with a little of this daily.

Bathing the head in a weak solution of ammonia, an even teaspoonful of carbonate of ammonia to a quart of water, washing the head thoroughly with this, and brushing the hair while wet, is said to restore color.

A strong solution of rock-salt has restored gray hair. Take two tablespoonfuls to a quart of boiling water, and let it stand until cool before using.

*HAIR REMOVED BY FEVERS.*

If the hair has been removed by fevers, it may be made to grow by washing the scalp two or three times a day with a strong decoction of sage leaves.

*TONIC FOR THE HAIR.*

Two ounces of French brandy, two of bay rum and one ounce of the best castor oil well mixed, is an excellent tonic for the hair.

*CURLING AND CRIMPING THE HAIR.*

Most all curling fluids are mere impositions, but with a weak solution of isinglass a firm and perpetual form may be given to the hair. This solution is inoffensive.

*BRUSHING THE HAIR.*

The hair should be well brushed every day in order to keep it in perfect condition. Always use the best brushes; they are the cheapest in the end. Use the brush very rapidly and for about five minutes. A celebrated beauty said, "the hair should receive one hundred strokes a day, and they should be applied in three minutes time."

*THE GERMANS' TREATMENT OF THE HAIR.*

German women are noted for their luxuriant hair. Once every two weeks they wash the head thoroughly with a quart of soft water in which a handful of bran and a little white soap has been dissolved; then the yolk of an egg, slightly beaten, is rubbed into the roots of the hair; this is let remain a few minutes, and then washed and rinsed carefully in soft water. The hair is then wiped and dried thoroughly, combed up from the forehead, and parted with the fingers. After drying, apply a little pomatum made of beef marrow boiled in a small quantity of olive oil slightly perfumed. Do this near the fire in the winter or in a very warm room.

*HAIR DYE.*

A liquid that will color the human hair black and not stain the skin may be had by taking one part of bay rum, three parts of olive oil, and one part of good brandy by measure. Wash the hair with this mix-



ture every morning. In a short time the hair will be a beautiful black, and not injured in the least. Mix in a bottle, and shake well before applying. The articles must be of the best quality.

A French hair dye is made as follows: Melt together in a bowl set in boiling water, four ounces of white wax in nine ounces of olive oil, stirring in when melted two ounces of burnt cork in powder. To apply, put on old gloves, cover the shoulders carefully, and spread on like pomade, brushing in well through the hair. Give it a brown tint by steeping an ounce of walnut black, tied in coarse muslin, in the almond oil, one week before boiling.

#### *HAIR OILS AND POMADES.*

Mix equal parts sweet oil and cold pressed castor oil, and to each pint of the mixture add one-fourth pint brandy and the same of cologne.

Procure a tall glass vessel, dip cotton wool in clear olive oil, and lay the cotton alternately with jessamine or other flowers. Let this stand several days, and when the flowers have imparted their perfume to the oil, squeeze the oil out of the cotton for use. The cotton may be laid in drawers or handboxes where perfume is required.

Melt one dram of white wax, one of spermaceti, and two ounces of olive oil; add two ounces of rose water, and half an ounce of orange flower water.

Six ounces of unsalted lard, four of beef marrow, and half an ounce of yellow wax melted together and perfumed while cooling with oil of bergamot or attar of roses, makes a good and excellent pomatum for the hair.





Four ounces of spermaceti and one of lard melted together and perfumed with bergamot and rose water.

Cocoanut oil melted with a little olive oil and scented as preferred.

Melt together an ounce of spermaceti, one of hog's lard, one of beef marrow, and add the oil of roses, bergamot, or any other perfume.

*FOR INFLAMED EYELIDS.*

Cut a slice of bread as thin as possible; toast both sides well, but do not burn it; soak it in cold water until cold, then put it between a piece of old linen, changing when it gets warm. This may be applied as often as desired.

Inflamed lids may be reduced by tying a small piece of ice in the corner of a thin handkerchief, and passing it back and forth over the closed eye, resting at intervals, when the cold is intense. This has been found very efficacious.

*BURNED EYEBROWS.*

If the eyebrows are burned off by the fire, they may be caused to grow by applying five grains sulphate of quinine dissolved in an ounce of alcohol.

*HOW TO MAKE BANDOLINE.*

Simmer an ounce of quince seed in a quart of water for forty minutes, strain, and when cool add a few drops of scent, bottle and cork tightly.

Boil one-fourth of an ounce of Iceland moss in a quart of water, and add a little rectified spirits to make it keep well.

Mix one and a half drams of gum tragacanth and three ounces of rectified spirits with an equal quantity of water, and add half a pint of water. Add perfume, let the mixture stand two days and then strain.

*FOR THE CARE OF THE TEETH.*

Never allow a particle of food of any kind to remain between the teeth.

Use the brush before breakfast and after each meal.

Brush lengthwise of the teeth, or up and down, as well as across.

The brush should not be too stiff nor too soft. The one will wear the teeth in the course of time, and the other will not thoroughly cleanse them.

Pure castile soap is better than prepared powders.

Use a goose quill toothpick freely after each meal.

Take two ounces of myrrh in fine powder, two tablespoonfuls of honey, and a little sage in fine powder. Mix them well together, and wet the teeth and gums with a little every night and morning. This will keep the teeth and gums clean.

*TO CLEAN BLACK TEETH.*

Pulverize equal parts of salt and cream of tartar, and mix them thoroughly. After washing the teeth in the morning, rub them with this powder, and after a few such applications the blackness will disappear.

*TO CLEAN THE TEETH AND GUMS.*

Mix a little finely powdered green sage, one ounce of myrrh in fine powder, with two tablespoonfuls of honey. Every night and morning, wet the teeth and gums with a little of this preparation.



*TO BEAUTIFY THE TEETH.*

Dissolve two ounces of borax in three pints of boiling water, and add one teaspoonful of spirits of camphor before it is cold; bottle for use. A teaspoonful of this with an equal quantity of tepid water may be used every time the teeth are washed.

*TOOTHACHE PREVENTIVE.*

Use flour of sulphur as a tooth powder every night, rubbing the teeth and gums with a rather hard tooth brush. If used also after dinner, all the better. It preserves the teeth, and does not communicate any smell whatever to the mouth.

*WASH FOR THE TEETH.*

The safest, cheapest and most effective tooth wash is pure soft water and the finest quality of castile soap; apply with a moderately stiff brush, morning and evening.

*TO MAKE LIP SALVE.*

Place a jar in a basin of boiling water. Melt an ounce each of white wax and spermaceti, flour of benzoin fifteen grains, and half an ounce of oil of almonds. Stir until the mixture is cold, and color red with a little alkanet root.

*REMEDY FOR CHAPPED LIPS.*

Melt in a glass vessel, and stir with a wooden spoon one ounce of white wax, four ounces of oil of roses, and one-half ounce of spermaceti. Pour into a glass or china cup. Add ten drops of carbolic acid to one ounce of glycerine, and apply freely at night.





*LOTION TO REMOVE FRECKLES.*

Dissolve three grains of borax in five drams of rose water, and orange flower water. A very simple and harmless remedy is equal parts of pure glycerine and rose water, applied every night and allowed to dry.

*TO REMOVE SUNBURN.*

A good article to remove sunburn is made by pouring a quart of boiling water upon a handful of bran, letting it stand an hour and then strain. Put it in a pint of bay rum when cold, and wash the face with it three times every day.

Milk of almonds is recommended as a good remedy.

One pound of ox gall, two drams of borax, one dram of camphor, one dram of alum, and half an ounce of sugar candy, mixed and stirred well for ten minutes, and strained through blotting paper when transparent, is also recommended. Bottle for use and stir several times a fortnight.

*TAN.*

One-half pint of new milk, one-half ounce of white brandy, and one-fourth ounce of lemon juice boiled together, skimmed clean from scum, and used night and morning, will remove tan

*FRECKLES.*

Freckles may be removed by applying with a linen rag, a mixture of one pint of pure alcohol, two gallons of strong soapsuds, and a quarter of an ounce of rosemary.

Horse-radish, grated into sweet milk and let stand ten hours, may be used for the same purpose.

Finely powdered nitre applied to the freckles with the moistened finger is very effective.

One ounce of honey mixed with one pint of lukewarm water, and applied when cold, is said to be a good freckle lotion.

*FOR THE COMPLEXION.*

Mix in a vial one pint of cherry wine, one dram of benzoin gum in powder, one dram of nutmeg oil, six drops of orange-blossom tea. Bathe the face morning and night ; this will give a beautiful complexion.

Apply with a fine linen rag, a mixture of eight ounces emulsion of almonds, two grains of muriate of ammonia, and two grains of cascarilla powder.

Mix one spoonful of the best tar in a pint of olive or almond oil by heating the two together in a tin cup set in boiling water. Stir till completely mixed and smooth, putting in more oil if the compound is too thick to run easily. Rub this on the face when going to bed, and lay patches of soft cloth on the cheeks and forehead to keep the tar from rubbing off. The bed linen must be protected by old sheets folded and thrown over the pillows. The black, unpleasant mask washes off easily with warm water and soap. The skin comes out after several applications, soft, moist, and tinted like a baby's. It effaces the marks of age by affecting incipient wrinkles.

Purchase one-fourth pound of best Jordan almonds, slip off the skin, mash in a mortar and rub together with the best white soap for fifteen minutes, and gradually add one quart of rose water. When the mixture looks like milk, strain through fine muslin and apply with a soft rag after washing.



The whites of four eggs boiled in rose water, half an ounce of oil of almonds, and half an ounce of alum, beat together until a consistent paste is formed, spread upon a silk or muslin mask and worn at night makes a "mask of beauty."

*PIMPLES ON THE FACE.*

To remove pimples, wash the face just before going to bed, with sour milk or butter-milk, and rub thoroughly with wheat flour when dry. Wash the face next morning in soft water, and rub vigorously with coarse towel. Continue this treatment for ten or twelve days.

Wet the face slightly with a mixture of one dram of sulphate of zinc and two ounces of rose water. Let it dry and then rub cream on the affected part.

Dissolve a piece of pulverized alum, the size of a large hickory nut, in an ounce of lemon juice, and add an ounce of alcohol. This applied to the face twice a day will eventually remove pimples.

Two gallons of strong soapsuds, one pint of pure alcohol, and a quarter of an ounce of rosemary, well mixed, and applied with a linen rag, is an excellent remedy for removing pimples, blotches, freckles and warts.

A half pint of water to which has been added one tablespoonful of borax, is highly recommended for ringworm and canker.

*FLESH WORMS.*

Wash the face in tepid water, rub thoroughly with a towel, and apply a lotion made of half an ounce of liquor of potash, and three ounces of cologne. Make the application with a soft flannel rag.

*SOFT SKIN.*

Coarse and stippled skin may be made beautifully soft by wearing, at night, a mask made of quilted cotton, wet with cold water. The old skin will be softened and a new one formed. It takes several weeks to accomplish this, and patience is required. If the skin is oily, bathe it in camphor.

The milky juice of the broken stems of coarse garden lettuce rubbed over the face at night, and washed off in the morning with a solution of ammonia, is highly recommended.

*COMPLEXION WASH.*

A good and perfectly harmless wash for the complexion can be made by adding one ounce of powdered gum of benzoin to a pint of whisky; add water until it becomes milky, and wash hands and face, allowing it to dry without wiping.

Rub a little warm water and castile soap on the face with a flannel, once or twice a week, then wash it off carefully; with the same flannel rub the face gently every morning, and a great improvement in the complexion will soon be noticed.

*TO PREVENT THE FACE FROM CHAPPING AFTER SHAVING.*

Apply a little diluted vinegar or other acid, or cologne water, immediately after shaving.

One ounce of sweet oil, one ounce of lime water, and one drop of oil of roses, is a good preparation. Shake well before using and apply with the forefinger.



*TO MAKE COLD CREAM.*

Twenty grains of white wax, two ounces pure oil of sweet almonds, one-half ounce pure glycerine, six drops of oil of roses; melt the first three ingredients together in a shallow dish over hot water, and as it begins to cool add the glycerine and oil of roses, and strain through a piece of muslin. Beat with a silver spoon until cold and snowy white.

*TO REMOVE WRINKLES.*

Mix thirty-six grains of turpentine and three drams of alcohol. Apply and allow it to dry on the face. The wrinkles will be made less apparent, and possibly removed.

*TO REMOVE STAINS FROM THE HANDS.*

Stains made by fruit may be removed by washing the hands without soap, and holding them over the smoke of burning matches or sulphur.

When the hands are stained with nitrate of silver, wash them in a solution of chloride of lime.

*FOR CHAPPED HANDS.*

Half an ounce of rice flour, three ounces of sweet almonds. Melt these over a slow fire, keep stirring until cool, and then add a few drops of rose oil.

Apply freely at night a mixture of one ounce of glycerine and ten drops of carbolic acid.

An excellent remedy for chapped hands is pure mutton tallow.

Rub the hands long and well with a thick mixture of vinegar and Indian meal, dry them near the fire





without washing, and rub them thoroughly with glycerine.

Cold cream is good for chapped hands.

*TO WHITEN THE HANDS AND ARMS.*

Melt together, in a dish over boiling water, four ounces of honey, two ounces of yellow wax and six ounces of rose water. Add one ounce of myrrh while hot. Before going to bed, rub this thickly over the skin.

A good way to keep the hands white is to wear at night large cloth mittens filled with wet bran or oat meal, tied closely at the wrists. A lady can do a great deal of house work, and by wearing bran mittens every night, may keep her hands white and soft.

*TO WHITEN THE FINGER NAILS.*

Mix in a bottle four ounces of spring water, two drams of dilute sulphuric acid, one of the tincture of myrrh. Dip the fingers in the mixture, after washing the hands. Before using this mixture, remove rings with pearls or stones in them.

A fine color may be given to the nails by lathering and washing the hands and fingers well with a scented soap; then rub the nails with equal parts of cinnabar and emery, followed by oil of bitter almonds.

*REMEDY FOR RINGWORM.*

Dissolve a piece of sulphate of potash, the size of a walnut, in one ounce of water. Apply night and morning for a couple of days, and it will disappear.

Apply a solution of the root of common narrow-leaved dock. Use vinegar for the solvent.

Wash the eruption with a mixture of boiled tobacco leaves, strong lye and vinegar.

Moisten with saliva and then apply the ashes of a cigar, repeating frequently until cured.

*PERSPIRATION.*

The unpleasant odor produced by perspiration is often the source of vexation to persons who are subject to it. Instead of using costly ingredients and perfumes, wash the face, hands and arms with water to which has been added two tablespoonfuls of the compound spirits of ammonia. It will leave the skin as clean, sweet and fresh as one could wish. It is very cheap, perfectly harmless, and is recommended on the authority of an experienced physician.

*TO WARD OFF MOSQUITOES.*

Apply to the skin a solution made of fifty drops carbolic acid to an ounce of glycerine. Mosquito bites may be instantly cured by touching them with this solution. Add two or three drops of the attar of roses to disguise the smell. The pure, crystalized form of the acid has a less powerful odor than the common preparation.

*FOR SOFT CORNS.*

Soft corns between the toes may be healed with a weak solution of carbolic acid.

*TO REMOVE CORNS.*

Take a lemon, cut a piece of it off, then nick it so as to let in the toe with corn, the pulp next the corn; tie this on at night so that it can not move, and the



next morning a blunt knife will remove the corn to a great extent. Two or three applications will cure.

A strong solution of pearlash applied to corns will soften them so that they may be easily drawn out.

*INGROWING TOE NAILS.*

Cut a notch in the centre of the nail, or scrape it thin in the middle.

Put a small piece of tallow in a spoon and heat it over a lamp until it becomes very hot. Drop two or three drops between the nail and granulations. The pain and tenderness will be at once relieved, and in a few days the granulations will all be gone. One or two applications will cure the most obstinate cases. If the tallow is properly heated, the operation will cause little, if any, pain.

*TO REMOVE WARTS.*

Dissolve two or three cents worth of sal ammoniac in a gill of soft water, and wet the warts frequently with this solution. They will disappear in a week or two.

Apply a weak solution of potash in the same manner.

Wash the warts two or three times a day with strong brine.

*REMEDY FOR CHILBLAINS.*

Apply common tar to the parts affected, and bind it up with cloth, so as not to interfere with wearing the stocking. Wear this five or six days.

Dissolve one ounce of white vitriol in a pint of water, and bathe the afflicted parts very often.





Dissolve three handfuls of common salt in warm water, and bathe the hands and feet in this three times a week.

Bathe the chilblains in strong alum water, as hot as can be borne.

When indications of chilblains first present themselves, take three ounces of vinegar, one ounce of camphorated spirits of wine, mix and rub the parts affected.

*TO REMOVE STAINS FROM SILK.*

A fluid for removing greasy stains from silk, may be prepared by mixing two ounces of rectified spirits of turpentine, one-fourth ounce of absolute alcohol, and one-fourth ounce of sulphuric ether.

Apply spirits of ammonia with a soft rag to remove acid stains from silks.

*TO REMOVE STAINS AND SPOTS FROM SILK.*

If the soiled part is washed with ether, the grease will disappear.

Faded color may be restored by passing the silks through a mixture of fine soap lather and pearlash.

Boil five ounces of soft water and six ounces of powdered alum for a short time, and pour it into a vessel to cool. Warm it for use, and wash the stained part with it and leave it to dry.

*TO REMOVE SPOTS OF PITCH AND TAR.*

Scrape off all the pitch or tar you can, then saturate the spots with sweet oil or lard, then rub in well, and let it remain in a warm place for an hour.

*TO EXTRACT PAINT FROM GARMENTS.*

Chloroform is an excellent medium for the removal of stains of paint from clothes, etc. It is found that portions of dry white paint, which resisted the action of ether, benzole, and bi-sulphide of carbon, are at once dissolved by chloroform. If the paint is fresh, turpentine or alcohol will remove it.

Saturate the spot with turpentine, let it remain a number of hours, then rub between the hands; it will crumble away without injury either to the texture or color of any kind of woolen, cotton or silk goods.

*TO REMOVE STAINS FROM WHITE COTTON GOODS.*

Common salt rubbed on ink or fruit stains before they become dry will extract them.

Apply scalding water, or hartshorn diluted with warm water, several times to remove fruit stains.

To remove mildew rub in salt and some butter-milk, and expose to the hot sun. Chalk and soap or lemon juice and salt are also good. As the spots become dry rub more on and keep the garments in the sun until the spots disappear.

Colored cotton goods that have ink spilled on them, should be soaked in lukewarm sour milk.

*TO REMOVE GREASE SPOTS.*

Saturate carbonate of magnesia with benzole, and spread upon a grease spot to about one-third of an inch in thickness. A sheet of porous paper should be spread upon the benzonated magnesia, and a flat iron, moderately warm, put upon the top of all. The heat of the iron passes through and softens the grease,



which is then absorbed by the porous magnesia. Remove the iron in an hour and brush the magnesia off.

*TO REMOVE GREASE SPOTS FROM WOOLEN GOODS.*

Pulverize one ounce of borax, put into a quart of boiling water, and bottle for use. This is excellent.

*TO REMOVE INK SPOTS FROM LINEN.*

If the spots are comparatively fresh, apply the juice of lemons and wash out with warm water.

Muriatic acid is a powerful extractor of ink stains, but is unsafe in the hands of others than experts.

Apply salt immediately, and ink stains may be prevented.

*TO REMOVE FRUIT STAINS.*

Soak the spot some time in a mixture of ammonia and spirits of wine.

Moisten fruit stains and hold over the fumes of a brimstone match.

*TO TAKE MILDEW OUT OF LINEN.*

Moisten the linen with soft water, and rub the parts affected with white soap; then rub powdered chalk well into the linen, lay it on the grass, and from time to time, as it becomes dry, wet a little.

Mix soft soap with powdered starch, half as much salt and the juice of a lemon; apply it to the stain with a brush, on both sides of the linen. Let the stained articles lie on the grass day and night till the stain comes out.

*TO CLEAN SILKS AND RIBBONS.*

Take equal quantities of soft lye soap, alcohol or gin, and molasses. Put the silk on a clean table without creasing; rub on the mixture with a flannel cloth. Rinse the silk well in cold, clear water, and hang it up to dry without wringing. Iron it on the wrong side before it gets dry. Silks and ribbons treated in this way will look very nicely.

The water in which pared potatoes have been boiled is very good to wash black silks in; it stiffens and makes them glossy and black.

Ribbons may be cleaned and grease taken out, without changing their color, by using camphene. Dry in the open air and iron when pretty dry.

*TO WASH LACE COLLARS.*

Cover a quart bottle with the leg of a soft, firm stocking, sewing it tightly above and below. Then wind the collar or lace smoothly around the covered bottle; sew very carefully around the edge of the collar or lace with a fine needle and thread, making every loop fast to the stocking. Shake the bottle up and down in a pailful of warm soapsuds, and rub the soiled places occasionally with a soft sponge. Rinse well the same way in clean water. When the lace is clean, apply a weak solution of gum arabic and place the bottle in the sunshine to dry. Take off the lace carefully when perfectly dry. Instead of ironing, lay it between the leaves of a heavy book; or, iron on flannel between a few thicknesses of fine muslin. If lace collars are done up in this way they will wear longer, remain clean longer, and have a rich, new, lacy look.



*HOW TO WHITEN LINEN.*

Fruit stains, iron rust and other stains may be removed by applying a weak solution of the chloride of lime after the cloth has been well washed. Rinse in soft, clear, warm water, without soap, and immediately dry in the sun.

Oxalic acid diluted with water will accomplish the same result.

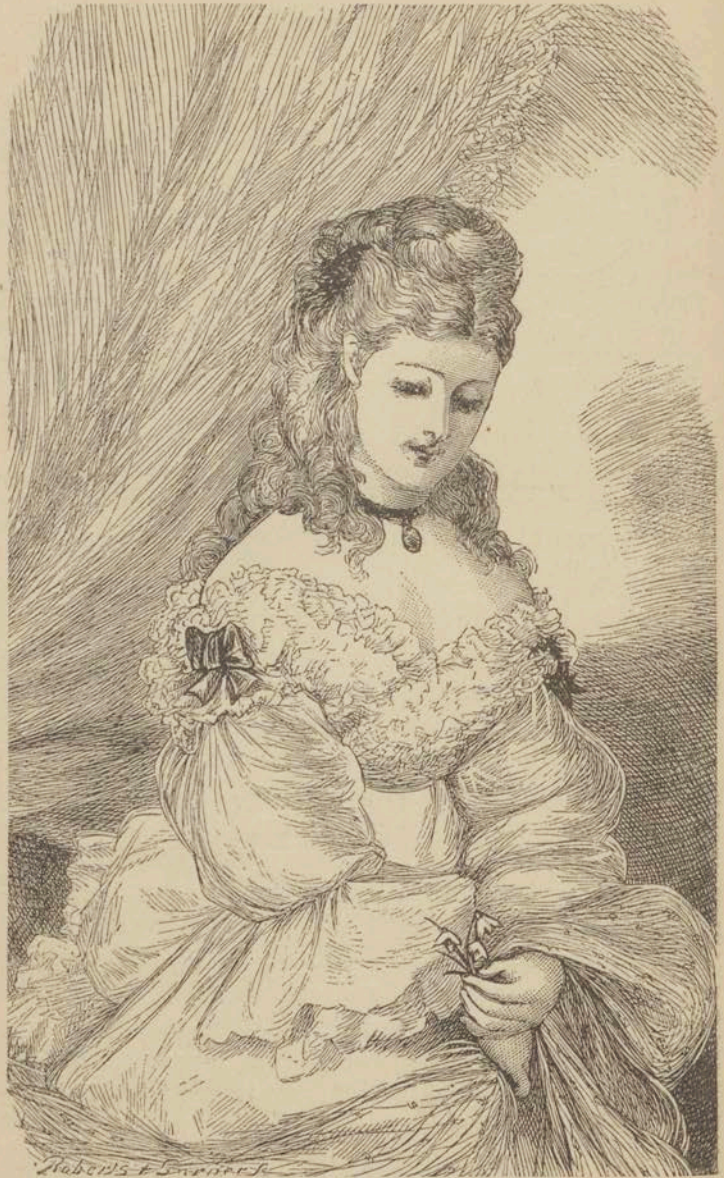
*TO CLEAN WOOLEN.*

Immerse the garment in three gallons of cold water, into which has been put one ox-gall, and squeeze or pound (not wring) it, until the spots are removed; then thoroughly wash in cold water to remove the odor of gall.

*TO CLEAN KID GLOVES.*

Put the gloves on and wash them as if you were washing your hands in a basin of turpentine. Hang them up in a current of air, or in a warm place, where the smell of the turpentine may be carried away.

Mix one-fourth of an ounce of fluid chloroform, one-fourth ounce of carbonate of ammonia, one-fourth ounce sulphuric ether, and one quart distilled benzine. Pour out a small quantity into a saucer, put on gloves, and wash as if washing hands, changing solution until gloves are clean; take off, squeeze them, replace on hands, and with a clean cloth rub fingers until they are perfectly fitted to the hand. This solution is excellent for cleaning clothes, ribbons and silks. Apply with soft sponge, rubbing gently until spots disappear. Do not use close to the fire, as the benzine is very inflammable.



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*TO CLEAN KID BOOTS.*

Mix a little white of egg and ink in a bottle so that it may be well shaken up when required for use. Apply to the boot with a piece of sponge, and rub dry. It is better to rub with the palm of the hand. When the boot shows signs of cracking, rub in a few drops of sweet oil. Polish the soles and heels with common blacking.

*TO CLEAN PATENT LEATHER BOOTS.*

Remove all the dirt upon the boots with a sponge or flannel, then rub them with a paste consisting of two spoonfuls of cream and one of linseed oil. Warm both before mixing. Polish with a soft cloth.

*FOR BURNT KID OR LEATHER SHOES.*

While still hot, spread soft soap upon them. When cold, wash it off. The leather may thus be made nearly as good as ever. The soap softens the leather and prevents it drawing up.

*TO CLEAN JEWELRY.*

The best way to clean gold ornaments is to wash them with warm water and soap, using a soft nail brush to scrub them with. Dry them in box sawdust, and let them remain in a bed of this before the fire for awhile. Treat imitation jewelry in the same manner.

*FOR CLEANING SILVER AND PLATED WARE.*

Use the finest impalpable whitening with a little soft water. Next, wash with rain water, dry and polish with a piece of soft leather, some rough powder

or fine whitening, and finally rub down with the hand. Avoid all violent rubbing, also the use, in cleaning it, of any ingredient which would wear the silver.

*HOW LADIES CAN MAKE THEIR OWN PERFUMES.*

If we spread fresh, unsalted butter upon the inside of two dessert plates, and then fill one of the plates with gathered fragrant blossoms of clematis, covering them over with the second greased plate, we shall find that after twenty-four hours the grease has become fragrant. The blossoms, though separated from the parent stem, do not die for some time, but live to exhale odor, which is absorbed by the fat. To remove the odor from the fat, the fat must be scraped off the plates and put into alcohol; the odor then leaves the grease and enters into the spirit, which thus becomes "scent," and the grease again becomes colorless. The flower farmers of the Var follow precisely this method on a very large scale, making but a little practical variation, with the following flowers: rose, orange, acacia, violet, jasmine, tube rose and jonquil.

*TINCTURE OF ROSES.*

Take the leaves of the common rose (*centifolia*) and place, without pressing them, in a common bottle; pour some good spirits of wine upon them, close the bottle, and let it stand till required for use. This tincture will keep for years, and yield a perfume little inferior to attar of roses; a few drops of it will suffice to impregnate the atmosphere of a room with a delicious odor. Common vinegar is greatly improved by a very small quantity being added to it.



*POT-POURRI.*

Take three handfuls of orange flowers, three of cloves, carnations or pinks, three of damask roses, one of marjoram, one of lemon thyme, six bay leaves, a handful of rosemary, one of myrtle, half a handful of mint, one of lavender, the rind of a lemon, and a quarter of an ounce of cloves. Chop these all up, and place them in layers, with bay salt between the layers, until the jar is full. Do not forget to throw in the bay salt with each new ingredient put in, should it not be convenient to procure at once all the required articles. The perfume is very fine.

*HOW TO MAKE ROSE WATER.*

Take two drams of magnesia and one-half an ounce of powdered white sugar. Mix with these, twelve drops of attar of roses; add two ounces of alcohol, and a quart of water; mix gradually and filter through blotting paper.

*PUTTING AWAY FURS FOR THE SUMMER.*

Sun them well and sprinkle with ground black pepper. Pack them securely in paper flour sacks and tie them up well.

*PROTECTION AGAINST MOTHS.*

Clothes closets that have been infested with moths should be well rubbed with a decoction of tobacco, and repeatedly sprinkled with spirits of camphor.

A few pieces of paper smeared with turpentine, and placed in drawers where furs and woolens are kept, will completely prevent their ravages.

The odor of turpentine is deadly poison to moths and their grubs.

One ounce of gum camphor, and one ounce of powdered red pepper, macerated in eight ounces of strong alcohol for several days, then strained. Sprinkle the clothes or furs, and roll them up in sheets.

*TO REMOVE A TIGHT RING.*

If a ring should get tight on the finger, wind a well soaped string around the finger. Commence at the point of the finger, and wind the cord as tight as can be borne until the ring is reached, then force the end of the cord between the ring and finger; unwind the string, and the ring will come off with it.

*TO LOOSEN STOPPERS OF TOILET BOTTLES.*

Let a drop or two of pure oil flow around the stopper, and stand the bottle a foot or two from the fire. After a time tap the stopper smartly, but not too hard, with the handle of a hair brush. If this is not effectual, use a fresh drop of oil and repeat the process. It will certainly succeed.





