



*J. E. Clapcott & Associates*

**CLERICAL SERVICE BUREAU  
SHAREBROKERS**

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CABLE 'CLERICAL' HASTINGS N.M.L. BUILDING, MARKET ST. NORTH, HASTINGS PRIVATE ADDRESS - 1014 FREDERICK ST. HASTINGS

5th June, 1975.

The Secretary,  
Rotary Club of Hastings,  
P.O. Box 752,  
HASTINGS.

Dear Sir,

Rotary Bulletin

Since writing to you in February 1971 (copy of this letter being attached), we have had further considerable wage increases which have affected the cost of producing the weekly bulletin.

In February 1971 our wage cost was \$1.13 per hour and it is now \$2.22 per hour with further increases to come as the female rate is brought up to the male rates. This amounts to an increase of 96 $\frac{1}{2}$ %. The increase in wages from when we started to produce the bulletin is now over 300%. This would make the weekly bulletin cost now \$12 based on the original \$4.

Some eighteen months ago, when we were considering writing to you for an increase, we enquired from Napier Rotary how they managed with their costs and were informed that the work was done privately. This prompts us to suggest that you give some thought to having some, if not all, of the work in producing the bulletin done in a similar manner as costs are continuing to escalate.

Havelock North Rotary have the work done privately and the bulletins are handed out at the weekly meeting thus saving postage. The bulletin contains the duty names for the following week and reports on the previous meeting's business. This apparently works very satisfactorily.

Our cost without overheads, at present, is \$7.53. Our normal charge for this work including overheads and profit would be \$12.16. If the cut stencil was done privately and given to us, the cost to you would be \$8.58. At present our charge is \$6.

It has also occurred to us that Stortford Lodge Rotary, for whom

we also produce a weekly bulletin, will be placed in a similar position to yours and it might be advantageous for the two clubs to get together and arrange for their stencils to be typed or typed and run off privately.

We have a breakdown of the costs involved in each operation required to produce the bulletin so that, should you desire to have only part of the work done outside, we could cost the remainder for you.

It would appear to us that the cost of having this work done by our agency is now prohibitive as we employ only senior staff and it is apparent that further cost increases are not far away.

We shall be happy to continue producing the bulletin until you are able to make other arrangements and take this opportunity of thanking you for your patronage.

Yours faithfully,

*J. E. Clapcott*  
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J.E. Clapcott & Associates.

Enclosure: