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**HENRY GANNETT**

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DEPARTMENT OF THE INTERIOR

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BULLETIN

OF THE

UNITED STATES

GEOLOGICAL SURVEY

No. 183

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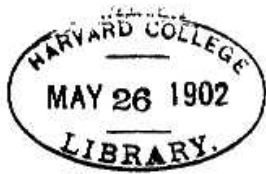


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UNITED STATES GEOLOGICAL SURVEY

CHARLES D. WALCOTT, DIRECTOR

A

GAZETTEER OF PORTO RICO

BY

HENRY GANNETT



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
1901

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

2. The second part covers the process of reconciling accounts. It involves comparing the internal records with the bank statements to identify any discrepancies. This step is crucial for catching errors early and ensuring that the books are balanced.

3. The third part addresses the issue of budgeting. It suggests that a well-defined budget can help in controlling expenses and maximizing the use of resources. Regularly reviewing the budget against actual performance is also recommended.

4. The fourth part discusses the role of technology in financial management. Modern accounting software can streamline many tasks, from data entry to reporting. However, it is important to choose a reliable system and ensure that all data is backed up regularly.

5. The fifth part focuses on the importance of staying up-to-date with changes in tax laws and regulations. Consulting with a professional advisor can help in understanding the implications of these changes and adjusting the financial strategy accordingly.

6. The sixth part talks about the need for clear communication between different departments. Financial information should be shared in a way that is understandable and useful to all stakeholders, helping in better decision-making.

7. The seventh part discusses the importance of regular audits. Internal audits can help in identifying weaknesses in the financial controls, while external audits provide an independent opinion on the accuracy of the financial statements.

8. The eighth part covers the topic of financial forecasting. By analyzing historical data and market trends, businesses can make more informed decisions about future investments and growth opportunities.

9. The ninth part emphasizes the importance of maintaining a good relationship with creditors and suppliers. Timely payments and clear communication can help in securing better terms and maintaining a strong credit rating.

10. The tenth part discusses the importance of having a contingency plan. Unexpected events can happen, and having a plan in place can help in managing the situation effectively and minimizing the impact on the business.



## LETTER OF TRANSMITTAL.

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DEPARTMENT OF THE INTERIOR,  
UNITED STATES GEOLOGICAL SURVEY,  
*Washington, D. C., June 11, 1901.*

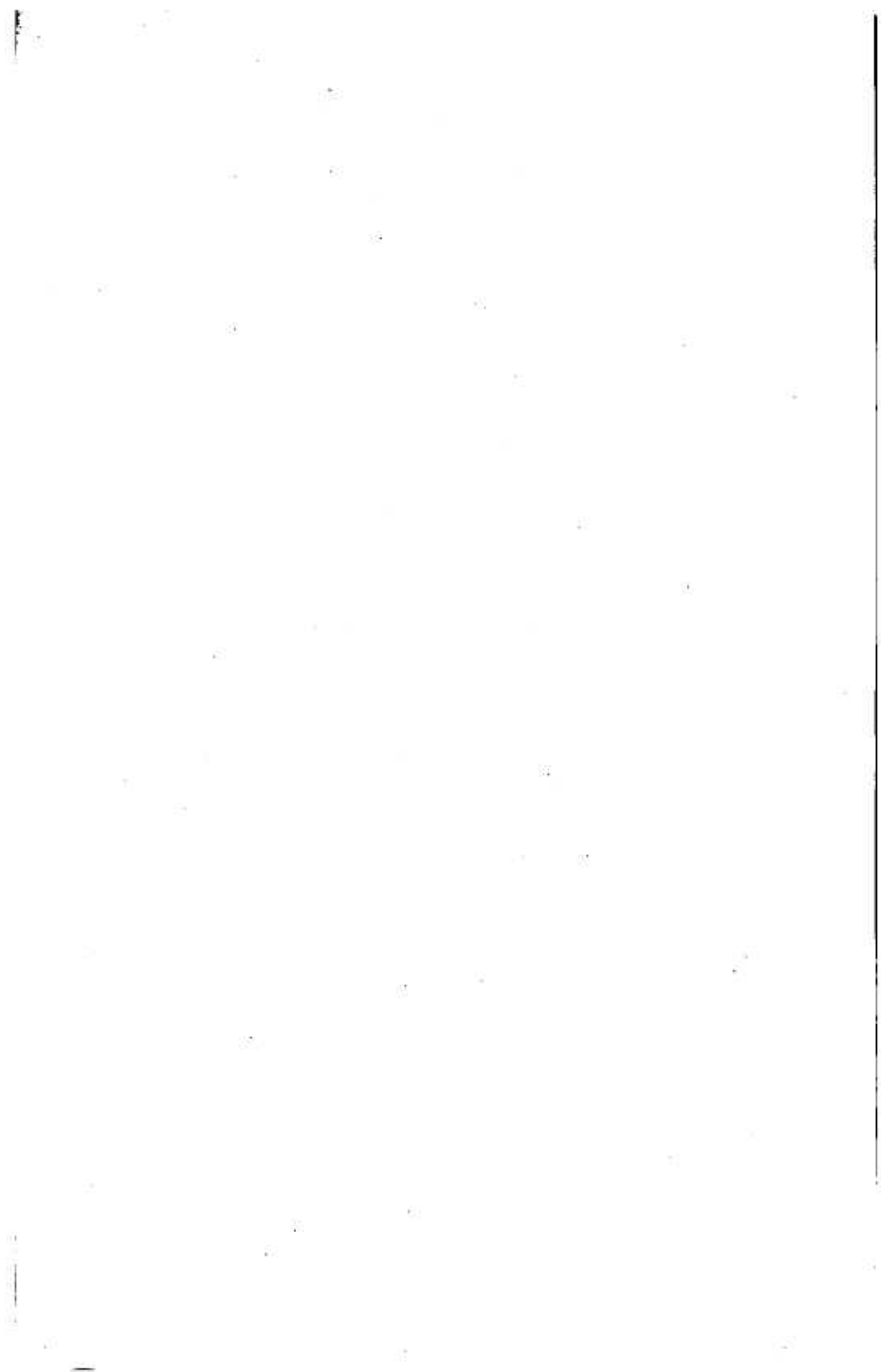
SIR: I have the honor to transmit herewith, for publication as a bulletin, a gazetteer of Porto Rico. The place names here given are derived mainly from the report of the recent census of the island and from the War Department map, on the scale of 1:150,000.

It is my belief that the publication of this bulletin will go far toward preventing conflicts in the spelling of these place names.

Very respectfully,

HENRY GANNETT,  
*Geographer.*

Hon. CHARLES D. WALCOTT,  
*Director U. S. Geological Survey.*



# A GAZETTEER OF PORTO RICO.

By HENRY GANNETT.

## INTRODUCTION.

Porto Rico is the fourth in size of the West Indian Islands, being exceeded by Cuba, Haiti, and Jamaica. Its area, as measured from the best map available—that issued in 1899 by the War Department, on a scale of 1:150,000—is 3,600 square miles. There is, however, much uncertainty concerning the accuracy of these figures, as the coast line of the island has never been carefully surveyed. It lies east of Haiti, between latitudes  $17^{\circ} 50'$  and  $18^{\circ} 30'$  N., and between longitudes  $65^{\circ} 30'$  and  $67^{\circ} 15'$  W.

Under the jurisdiction of Porto Rico, as a colony of Spain and subsequently as a dependency of the United States, are included, besides the island of Porto Rico, the small islands Vieques and Culebra to the east and Mona to the west, as well as a number of islets adjacent to the coast.

The Indian name of the island was Borinquen. The name Porto Rico is a corruption of the proper name Puerto Rico, and is the form which has been in common use for centuries among English-speaking nations; the form Puerto Rico (rich harbor) being that in use by the residents of the island, by all Spanish-speaking peoples, and generally by other nations. The United States Board on Geographic Names, pursuing its principle of following local usage, adopted this form several years ago. Since the acquisition of the island by the United States, usage, even in the publications of the United States Government, became divided, some of them following the above decision, others using the form Porto Rico. In this condition of affairs, the Board appealed to the President of the United States for a decision, and the President decided in favor of Puerto Rico. Subsequently, however, in the Foraker bill for the government of Porto Rico, a clause was incorporated providing that the name be Porto Rico. This bill, agreed to by both Houses of Congress and signed by the President, became law, and thus established the spelling of the name.

Porto Rico is roughly rectangular in shape, with a length from east