

**BOOKKEEPING FOR PARISH
PRIESTS: A TREATISE ON
ACCOUNTING, BUSINESS
FORMS AND BUSINESS LAW**

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Bookkeeping for Parish Priests: A Treatise on Accounting, Business Forms and Business Law by
Daniel J. Kaib

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DANIEL J. KAIB

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Bookkeeping for Parish Priests

A TREATISE ON

Accounting, Business Forms and Business Law

Designed for the Use of the Catholic Clergy and as a
Text-Book in Seminaries

BY

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Bishop's House

Pittsburgh, Pa.

May 6, 1910.

MANY Bishops and priests have often declared the need of a short course in bookkeeping in the training of Seminarians, and expressed the wish that some competent teacher would publish a handbook or outline of instruction giving the essential principles of bookkeeping, and a simple, clear method of church accounts. Rev. Father Daniel, of the Benedictine Order, a Professor in St. Vincent's College, Beatty, Pa., has prepared such a work. It has been examined and approved by persons of experience in business houses, and also by priests who have had long experience in parish accounts, and we would recommend it most cordially to the attention of all who are interested in Seminaries, or who have the responsibility of educating priests and fitting them for the proper and conscientious discharge of pastoral duties, one of which is to keep an accurate and clear record of the receipts and expenditures of the money entrusted to them by their parishioners.

✠REGIS CANEVIN,

Bishop of Pittsburgh.

Preface to the First Edition

THE following Treatise on "Bookkeeping for Parish Priests" was originally written to serve as a text for the author's classes in the seminary. As such it has, upon trial, been found gratifyingly practical. It is now published in the hope of giving it more general circulation, and of making it available in quarters which otherwise it could never reach.

Since it is the purpose of this Treatise to instruct, the various subjects have been treated with a view towards simplicity and clearness. In places, the language probably savors of the classroom. If so, the blame must be laid to the writer's twenty years in the professor's chair, rather than to any desire on his part of manifesting pedantry. It is hoped, moreover, that such a fault, if fault it be, will prove no serious obstacle and will not prevent the book from being eminently useful to many.

THE AUTHOR.

St. Vincent Archabbey, Beatty, Pa.

May 16, 1910.

Preface to the Second Edition

THE steady demand for "Bookkeeping for Parish Priests," created by the fact that not a few seminaries have adopted it as a text-book for the purpose of supplying their students with a brief and practical course of useful business training, has made a second edition at this time necessary.

Suffice it to say that the treatise has been carefully revised. Changes and additions have been made, but only of a minor nature. The use of the book by the author, during the past six years, as a text for his own classes, has failed to show the need for essential alterations.

THE AUTHOR.

St. Vincent Archabbey, Beatty, Pa.

May 16, 1916.

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