

**THE COMMERCIAL
CLASS-BOOK;
OR, YOUNG MERCHANT'S
COMPENDIUM**

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The Commercial Class-Book; Or, Young Merchant's Compendium by John Henry Freese

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JOHN HENRY FREESE

**THE COMMERCIAL
CLASS-BOOK;
OR, YOUNG MERCHANT'S
COMPENDIUM**

THE
COMMERCIAL CLASS-BOOK;

OR,

YOUNG MERCHANT'S COMPENDIUM.

In Three Parts.

PART I.

Showing, theoretically and practically, the nature of Commerce, with its various kinds and sub-divisions; the duties of the several persons engaged in it; and the nature and forms of Bills of Exchange, Bills of Lading, Charter-parties, Invoices, Account Sales, Accounts-current, Insurance-accounts, Average-statements, &c. &c.

PART II.

Containing a practical Treatise on Foreign Exchanges, and Operations in Specie and Bullion, and teaching how calculations thereof are performed by the *Chain-Rule*.

PART III.

Being an introduction to Book-keeping by Single-Entry and Double-Entry, both on the Italian and English Systems.

BY

JOHN HENRY FREESE,

Formerly a Merchant in London and Rio de Janeiro, and now Director of the Collegiate Institution at Nova Friburgo, Brazil; Author of "The Comptrol's Compendium," "Rio Circular," "Elements of Conversation in Four Languages," "Compendio de Geographia e Historia," "1^o Livro d'Arithmetica," and "Instruccoes Innocentes e Desceitas," &c.



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PATERNOSTER ROW.

1849.

TO
ROBERT CLINTON WRIGHT, ESQ.
OF BALTIMORE,
THIS WORK

Is most respectfully inscribed,

IN GRATEFUL REMEMBRANCE OF OUR FRIENDSHIP AND HIS KINDNESS,

WHEN, ALTHOUGH IN DIFFERENT BRANCHES,

MUTUALLY PLOUGHING THE COMMERCIAL FIELDS OF BRAZIL :

AND IN TOKEN OF THE HIGH ESTIMATION

IN WHICH I HOLD HIS EXTENSIVE AND DISTINGUISHED
COMMERCIAL ATTAINMENTS.

P R E F A C E .

THE great success I have experienced in preparing youths for commercial life, at my Classical and Commercial Collegiate Institution, founded in the year 1841 at Nova Friburgo, in the province of Rio de Janeiro, Brazil, has induced me to publish the course of instruction I there pursue in the "Commercial-Class;" hoping that it may thereby become, more generally useful.

It is notorious that youths—I believe I may say in all countries—when they leave school to enter on a mercantile career, are totally ignorant of the most common elements of commerce: the utmost extent of their acquirements being perhaps, a fair handwriting, an acquaintance, and that mechanical, with the common rules of arithmetic, and an imperfect, and often from the manner in which it is but too generally taught, an unprofitable knowledge of geography; consequently rendering considerable time and trouble necessary, ere they can become useful to their employers, or beneficial to themselves.

Knowing such to be the case, from an experience of more than thirty years, whilst myself engaged in commercial pursuits in different parts of the globe, I determined when I established my College, to supply the deficiency; and not aware of the existence of any work that would answer my purpose, I prepared that which I now venture to publish.

That in many respects, if not indeed in all, it might be better, I am well aware ; but I trust, that the subject may, hereafter, engage the attention of others, better qualified for the task ; and I shall be fully satisfied, with the humbler merit of having led the way.

The *first* part of this work is intended to convey to the commercial student, a general knowledge of the nature of commerce, with its several ramifications ; and to make him acquainted with the forms and meanings of the various documents with which he will have to do, more or less, on entering a house of business.

The *second* part treats of exchanges, and operations in specie and bullion. Under this head I have introduced instructions how to work by the Chain-Rule, as it does not always form part of a course of arithmetic at school, although a knowledge of it, is of the utmost importance to the calculator, especially in operations of the nature of which this part of the work treats, and in calculating the cost of merchandise.

The contents of this part of the present publication, are taken principally, from a work which I published in London through the Messrs. Longmans & Co. in 1828, entitled the "CAMBIST'S COMPENDIUM," now out of print, and from the flattering manner in which it has been mentioned by eminent mercantile men at home and abroad, I at one time intended to publish a second and enlarged edition, but have been prevented, partly by want of leisure time, necessary to prepare it, and in part owing to operations in arbitrated exchanges,—to teach which was a chief object of that work—having been of late years, and still being, monopolised as it were, by the establishments of the Messrs. Rothschilds, and a very few other eminent houses. Those parts of the work

which are still of general utility, will be found in the present publication.

The *third* part is an attempt to familiarise the commercial tyro, with the important science of Book-keeping; and I trust that I have succeeded in smoothing in some degree those difficulties, which, without some such aid, he would encounter in this study.

It has been my chief object throughout the work, to lead the student gradually forward, supposing him as without previous information on the several matters treated of: explaining and illustrating every point as I proceeded, even at the risk of some of my remarks and explanations being deemed puerile: and therefore, I hope, leaving no point unexplained.

The forms of Mercantile Documents contained in this work, are taken from real business, and principally from transactions which took place in my own houses of business.

The contents of the work are so fully particularised in the Title-page and in the Table of Contents, that to enter here into any enlarged comment upon them, would necessarily be to repeat much of what is stated in the body of the work; and to that, therefore, I refer.

My work has no pretensions to literary merit: I am sensible, that in this respect at least, if in no other, it may leave much to be wished for; but it has been my chief aim to convey my instruction in the plainest, and most intelligible language, and if, from being the production of a practical man, it shall have rendered that knowledge general to incipient merchants, which was previously possessed by comparatively few, my object will have been attained.

Without presuming to offer an opinion on the merits

of my production, I may perhaps be permitted to express a hope, that such a course of study may be pursued, and that this, or a similar book, may become a Class-book, in all commercial academies, in which case I shall esteem myself amply compensated, for the trouble it has given me, and the time it has occupied, in preparing it for publication.

THE AUTHOR.

COLLEGIATE INSTITUTION,
Nova Friburgo, Brazil, May 1, 1848.

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