

PACKARD MOTOR CAR COMPANY

DETROIT, MICHIGAN

November 11, 1930

To PACKARD DISTRIBUTERS AND DEALERS

Subject FACTORY PARTS DEPARTMENT ANNUAL INVENTORY

TO BE NOTED AND INITIALED BY	
<i>JS</i>	

Gentlemen:

The Factory Parts Department will be closed on Friday, November 28th, for our annual inventory. This means this department will be closed Thursday, November 27th, Thanksgiving Day, Friday, November 28th, inventory and Saturday and Sunday, November 29th and 30th, regular week-end closing, so there will be no parts shipments from this division on these four days.

Will all Distributers please cooperate with the factory by anticipating their requirements in advance and send us all parts orders at as early a date as possible so it will not be necessary to call upon us to make shipments on these dates?

It is imperative that all orders be in our hands the week of November 17th, giving us ample time to get the parts en-route to you before the close of our business on Wednesday, November 26th.

Will all Dealers please check their requirements and order from their Distributers parts which they will require so in the event the Distributer finds it necessary to order from the factory, their orders can be placed in sufficient time to eliminate any hold-up through this inventory close-down period.

Will you please check your requirements thoroughly so our hold-up will not affect your parts service to your customers?

Yours very truly,

PACKARD MOTOR CAR COMPANY

B. R. Horsley

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Manager Service Stores

BRH:HN
(b) 2000
Dealers' G.L. No. 360