

**It's easy
to make friends
on the telephone,
too**



1. When you answer promptly, you show friendly courtesy to the person calling. Of course, it's sometimes impossible to reach the telephone within the first ring or two, so when you're making a call, give the other person time to answer—at least six rings.



2. When you talk directly into the transmitter and speak naturally and distinctly, your voice will come through clearly. Lips about half an inch from the transmitter give best results. Your listeners will appreciate these little telephone courtesies and you won't have to repeat words as often.



3. When you look up numbers in the telephone directory, you help insure getting the right number when you call. Many telephone users keep a handy list of frequently-called numbers, for they know that a "wrong number" wastes their time and that of the other party.

Thank you!

The Pacific Telephone and Telegraph Company



Just a reminder...

**Built-in
telephone outlets are
inexpensive**



It costs little to install conduit for a number of telephone outlets at the time a house is built...and it's a wise economy, even if only one telephone is needed immediately.



Future telephones can then be added without bringing exposed wires in along baseboards or molding.

Outlets add real value to a house. So plan ahead for them. Call or dial your local Telephone Business Office and ask for information about extra built-in telephone outlets.



The Pacific Telephone and Telegraph Company

