

Your telephone account is the responsibility of a service representative in our business office, whose job is to make sure that your telephone service is at all times as satisfactory as it can be. Whether you're moving to a new location, have a question about your bill, or about your telephone service, she'll be glad to help you. You may call either by telephone or in person.

**BUSINESS BY TELEPHONE**-For your convenience, our Business Office telephone number is shown below. When you call, simply give your telephone number to the attendant who answers and ask for your Service Representative. There is no charge for these calls.

Subscribers having telephone numbers with the following prefixes:

> ATwater DElaware JUniper LOmbard Mission

should dial YUkon 6-1300.

cept on certain holidays.

All other subscribers should dial GArfield 1-9000.

IF YOU PREFER TO CALL IN PERSON-the Business Office at 444 Bush Street will be happy to serve you. The office is open from 8:30 A. M. to 5:00 P. M., Monday through Friday inclusive, ex-

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## BUSINESS TRANSACTIONS

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YOUR TELEPHONE BILL-You may pay your telephone bill by mail, or in person, at the Business Office-444 Bush Street-Monday through Friday except on certain holidays. For your convenience, you may also pay your bill at any branch of the Bank of America in San Francisco, Colma or Daly City during regular banking hours.

When making a payment at the Bank, please be sure to present your bill and bill stub. Otherwise, the Bank will be unable to accept your payment. To find the branch bank nearest you, please look up "Bank of America" in the Alphabetical Section of this directory.

Payment by Mail-Please use the return envelope enclosed with your bill, and send us the stub of your bill with your check. If you've mislaid your bill stub, please write your telephone number on your check so we may quickly and accurately credit the payment to your account.

Rates and practices included in this directory are those in effect at the time this directory was closed for printing and are subject to such changes as may be made from time to time.

**IDENTIFICATION OF EMPLOYEES**-Each employee of this Company who regularly visits the public is provided with a photographic identification card. This card, which is properly countersigned, shows the employee's name, signature and photograph. If you doubt the right of a person to represent himself as an employee of this Company, and he cannot furnish an identification card, please call the Business Office.

PERSONAL TELEPHONE LIST	

LLS GO THROUGH FASTER WHEN YOU CALL BY NUMBER. JOT IT DOWN FOR FUTURE USE. NAME TELEPHONE NUMBER TELEPHONE NUMBER Directory, PLEASE TEAR OUT THIS LIST, verify the numbers and transcribe to Personal Number Booklet.

