

# W.F. GUBITZ BUSINESS RECORDS

## OVERVIEW OF THE RECORDS

- Repository:** Crandall Public Library.  
Folklife Center  
Glens Falls, NY. 12801
- Creator:** William F. Gubitz (1870 – 1937)
- Title:** William F. Gubitz Business Records
- Dates:** 1871-72 (an insurance company, not Gubitz); 1895 - 1909
- Abstract:** Eight volumes of records of the Gubitz bookbinding business in Glens Falls, containing orders, cash books, purchases and bank transactions from 1895 to 1909. Also included is a section of Book 1 which was used by the International Insurance Company from 1870 to 1872.
- Quantity:** 8 volumes
- Identification:** Archives & Manuscripts: Business Records

## BIOGRAPHICAL AND HISTORICAL NOTE

William F. Gubitz was born in Albany, NY, on November 2, 1870, to Christian and Minnie Welner Gubitz, who had immigrated from Germany prior to his birth. In 1892, at age 22, he appears in the City Directory for Albany as a bookbinder at 257 Central Avenue.

In about 1895 he married Carrie Ritzman, probably in Albany. Carrie was born in Germany and arrived in the U.S. in 1884 when she was 15. In the same year, W.F. Gubitz moved to Glens Falls and commenced his bookbinding business in partnership with George E. Markey. They took over the premises at 94 Glen Street which had been occupied by the previous Glens Falls bookbinder, E.J. DeLong.

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GUBITZ & MARKEY...

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 BOOK BINDING  
OF ALL KINDS...

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BLANK BOOKS A SPECIALTY

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DESK PADS AND RULING  
...At the Lowest Prices...

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ALL ORDERS PROMPTLY ATTENDED TO

NO. 94 GLEN STREET  
GLENS FALLS, N. Y.

Both men boarded at the Park hotel at 6 Park Street.<sup>1</sup>

The earliest entry in the account books in our collection is dated May 18, 1895. On that date the business undertook two orders: 1 volume Dream City, half Morocco, cloth sides, for H.M. Knight, for which Mr. Knight paid \$1.25 on the same day; and 15 volumes story books half Red Buffin paper sides for Crandall Free Library, for which the library paid \$9.90 a week later.

In the next Directory, in 1897, Gubitiz is on his own, still at the same location. He now lives at 7 Grove Street. George Markey has moved to Albany. Perhaps he came from Albany with W.F. Gubitiz in 1895 when they started the business.

By 1899, W.F. and Carrie Gubitiz had moved to 7 Harrison Avenue, where they would reside until W.F.'s death in 1937. The business remained at 94 Glen Street until 1916, when they moved to 2 Park Place. In 1927 the name was changed to W.F. Gubitiz & Sons, as by that time W.F. Jr. and his brother, Edwin R., were both working in the business. As Gubitiz & Sons the business continued until the 1960s, relocating to 106 Ridge Street.

In addition to William F. Jr. and Edwin R., W.F. and Carrie had two children who died very young: Ruth E. 1896 – 1904, and George W. 1902 – 1904.

William F. Gubitiz, Sr., died on February 14, 1937 at his home on Harrison Avenue. He had been engaged in the printing and bookbinding business in Glens Falls for 41 years. His funeral was held from the First Presbyterian Church, of which he was a member, and he was buried in Pine View Cemetery with his two young children, later to be joined by his wife, Carrie, who died in 1949 and his son William F., Jr. (1897 – 1974) and William F. Jr.'s wife.

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<sup>1</sup> Glens Falls City Directory 1895-1896.

## SCOPE AND CONTENT OF THE RECORDS

### INDEX TERMS

**Places:** Glens Falls, NY  
Albany, NY

**Important People:** Gubitz, William F.

**Form/Genre:** Financial records

### ADMINISTRATIVE INFORMATION

**Preferred Citation:** W.F. Gubitz Business Records Collection  
The Folklife Center at  
Crandall Public Library, Glens Falls, NY.

**Accession Information:** Transferred to the Folklife Center from the Chapman Museum, to which these books had been donated, on

**Processing Information:** Arranged and described by Erica Wolfe Burke, May 2017

### DETAILED DESCRIPTION OF THE RECORDS

#### **Book 1: 1871 – 1872, 1895 – 1897**

The book itself is brown, h16", w 10.5. Originally half leather binding with cloth sides. It was made by Charles M. Cornwell, Manufacturing Stationer, 247 Pearl Street, New York City. It is probably the only book in the collection which was NOT made by Gubitz. It was originally manufactured as a register for "International Insurance Company". The left hand page has columns for Policy numbers, name and residence of insured, commencement date, term, expiration, amount, rate and Premium. The right hand page, headed "Register of Policies" has a column for a copy of the policy and one for "exposures within 100 ft". Policies have a beginning date between 1870 and 1872. All policies surrendered or cancelled by November 16, 1872, perhaps because the company went out of business. No information has been found about "International Insurance Company."

Owners of policies are wealthy individuals in Glens Falls and surrounding towns, or businesses in same. Locations of insured property include Glens Falls, Fort Edward, French Mountain, Albany, New York City and others.

Insurance records cover approximately the first 60 double pages of the book. The rest of the book, exclusive of a few blank pages at the end, contain Gubitz &

Markey records from May 18, 1895 through December 31, 1897 (by which time the firm was probably W.F. Gubitz, without George E. Markey).

The book records the date of orders, the work, the customer's name, and the amount and date paid. The work includes binding, repairing, and ruling (printing lines on) paper. The binding/printing work includes a wide variety of types of books and other things: volumes of newspapers or magazines bound for individual customers; binding and numbering check books; "stamping 12 whist boards"; binding prayer books and Bibles and cookbooks and receipt books. The firm also apparently printed the *Lake George Mirror* newspaper at this time. Customers included individuals and businesses.

## **Book 2: 1898 – 1899**

The book is h 14", w 9" with tan cloth cover.

The first 152 pages list orders in the same format and of the same variety as those in Book 1 for the two years 1898 and 1899. Pages 250 - 299 record cash in (left page) and cash out (right page) for 1898; 324 – 336 purchases 1898; followed by 339 – 387 cash in/out for 1899, 418 – 424 purchases for 1899, and then 470 – 481 what appears to be bank account transactions.

## **Book 3: 1898 – 1902 Ledger**

The book is 14" x 9". It has a red leather half binding and black cloth covers. On the spine "Ledger" and "W.F.G." in gold. In the front of the book is a set of alphabetical pages which serve as an index to the customers in the book. Inside the front cover is a memo:

Debit

Debit Whatever cost me anything  
    " we receive  
    All resources  
    " losses

Credit

Credit What produces anything  
    " We give  
    " (illegible)  
    " gains

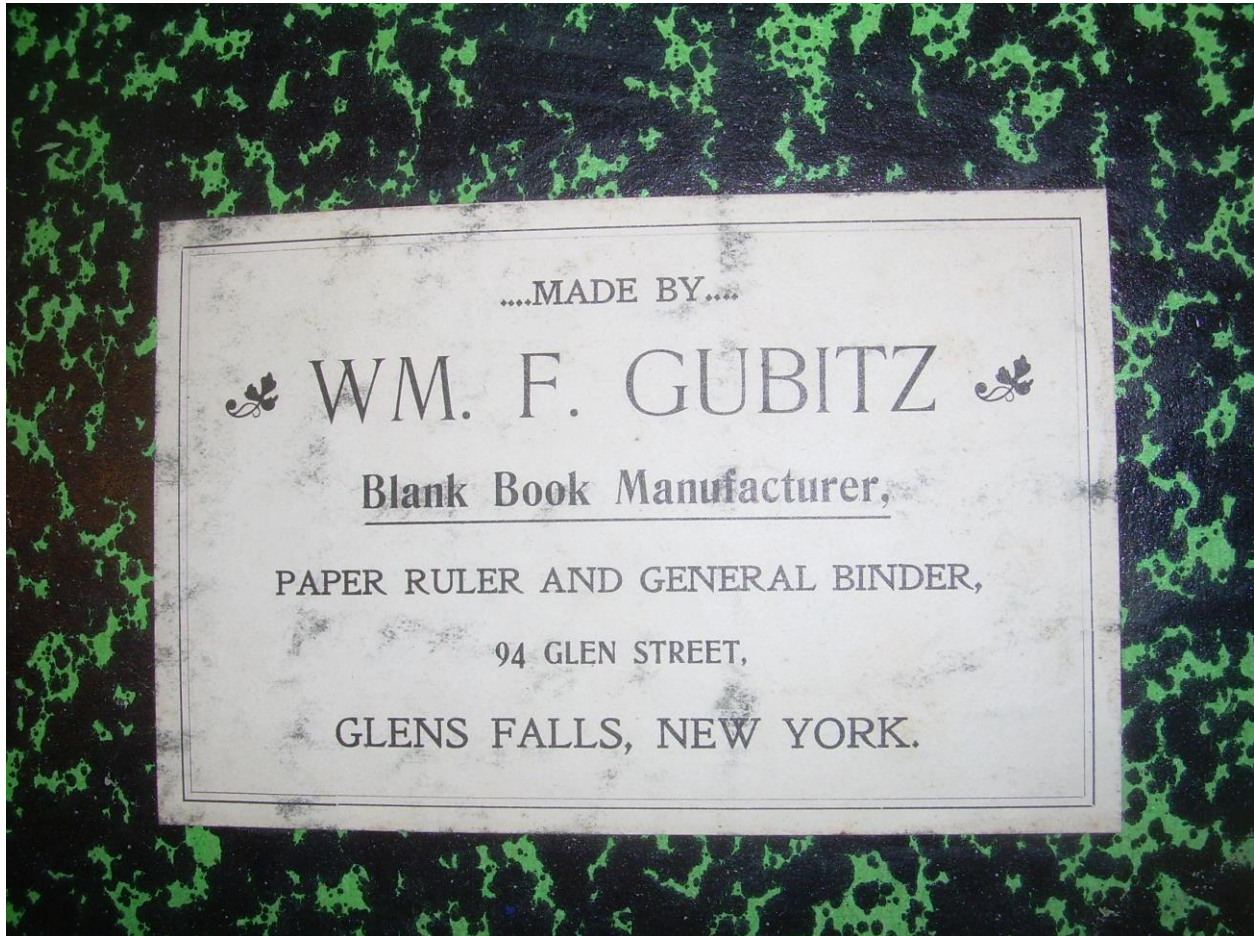
There follows 269 pages of debits and credits listed by date and customer. Customers are both individuals and businesses.

## **Book 4: 1900 – 1902**

The book is 14.5" x 9", leather covers, quarter bound. The spine originally had a label which, I think, said "Journal." The book is alphabetically tabbed, but has not been used alphabetically.

The first 216 pages list orders for 1900 – 1902. Pages 250 – 393 are cash in/cash out for those years. Pages 425 – 454 record purchases, and 474 – 486 appear to be bank transaction.

### **Book 5: 1903 – 1905**



The book is 16.5" x 11.5", quarter bound with cloth covers. There is a spine label which says "Journal." The end-papers are green colored marbled, with Gubitz' label inside the front cover.

Pages 1 – 188 list orders from January 1903 through July of 1905. Pages 308 – 312 has bank transactions (Glens Falls Trust Co.). Pages 322 – 430 are cash in and out. Pages 488 – 503 list printing orders. Pages 526 – 533 are headed "Wages" for 1903 through 1907, but seems to include other expenses, including the purchase of a plot in Pine View Cemetery in May of 1904 (after the death of the Gubitz' daughter Ruth).

## **Book 6: 1903 – 1907**

The book is 16.75" x 11.5", cloth covered. The cloth cover is complete, and it appears to have been laid over a previous leather spine and corners. On the spine it says: LEDGER/1902/W.F.GUBITZ. The endpapers have a brown and red design and there is a GubitZ label inside the front cover. In spite of the date on the spine, GubitZ in fact used this for records from 1903 to 1907.

There is an alphabetical index section for this book, but it is not bound into the volume.

The first 3 pages list miscellaneous expenses. The rest of the book is ledger entries for customers: corporate, municipal and individual.

## **Book 7: 1905 – 1909 Cash Book**

The book is 14" x 8.75", with a cloth covers. "Cash" hand-written on spine and front cover.

Entries start on July 3, 1903 and go through December 1909. Entries include the name of the customer and amounts of credits and debits.

## **Book 8: 1905 – 1909**

The book is 14" x 9". The spine is missing, and the green cloth cover is torn.

Entries detail the customers and orders, with columns for the amount charged for each type of work: paper, ruling, printing, stamping, punching, and misc. Some orders involve only one action, some as many as four or five. The largest categories of work appear to be ruling and binding.