

British-American Tobacco Co., Ltd.,
Liverpool Branch,
51/71 Commercial Road,
Liverpool 5.

Ref: RLE/DAC

9th December 1954.

R. T. B. Schreiber Esq.,
Imperial Tobacco Company of Canada Limited,
3810 St. Antoine Street,
P.O. Box 6500.,
Montreal 30.

Dear Mr. Schreiber,

Many thanks for your most informative letter of the 2nd December. Since I wrote my first questionnaire for Canada I have visited Southampton, and several other points have occurred to me. I am, therefore, adding in this letter further questions which, though the answers may not directly affect Liverpool, I think they will help me to think along new lines. Many of these points Mr. MacArthur may cover in his reply anyway, but I thought I would raise them just in case he does not.

The points are as follows:

1. How many floors are there in the actual factory at Montreal?
2. What is the lifting capacity and the dimension of any lifts which may be used?
3. Do Fork or Pallet trucks go on the lifts?
4. Is there a standard size of Pallet for these goods which are palletized on arrival?
5. How many Packing Rooms are there, and what is their relative position?
6. What conveyors, if any, are there to take wrapping materials and cigarettes to, and packed goods from, the Packing Machines?
7. Is there an intermediate Material Stores, or are stocks fed straight from the Warehouse to the Packing Room?
8. What is the system for delivery to the individual Machines?

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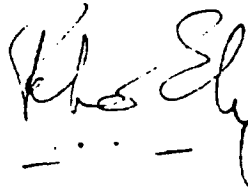
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9. What is the total tonnage, and if possible cubage, of our stocks?
10. Is there a system of racks for smaller items if an intermediate store is used?
11. What length of stowage is used in the Warehouse, and how wide are the gangways; also what percentage of the whole area do they take?
12. What size weight and capacity are the various trucks, Fork and Pallet? How are they powered and what sort of wheels have they?

Doubtless other points will occur to me as time goes on, but probably Mr. MacArthur, with his experience, will be able to anticipate many of them in his answer to these. I am enclosing a spare copy of this letter in case you want one for Mr. MacArthur.

In case I do not write again before then, best wishes for Christmas and the New Year,

Yours sincerely,



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