

Reynolds and Reynolds Records

MS – 255

Wright State University
Department of Special Collections and Archives

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Brief Historical Sketch

The Reynolds and Reynolds Company dates back to June 1, 1866, when L.D. Reynolds and his brother-in-law, James R. Gardner, established a modest print shop in a vacated fire house behind the old Turner Opera House.

The parent firm was known as the Gardner and Reynolds but the following year James Gardner sold his interest to Ira Reynolds, father of L.D. Reynolds, and the name became Reynolds and Reynolds.

In 1869, Ira Reynolds invented the duplicate sales book cover. This gave the firm its first real impetus, though eventually, as a result of litigation, the rights to this original style of sales book was sold to the American Sales Book Company for a reputed sum of \$500, after which the Reynolds and Reynolds continued to manufacture a modified form of sales book known as the Reynolds Duplicating Order Book. They also manufactured job printing and a line of writing tablets.

The company was incorporated in 1886 as The Reynolds and Reynolds Company. Its original officers were – President, L.D. Reynolds: Vice President, George W. Shaw: Treasurer, George G. Shaw: Secretary, R.L. Hughes: General Manager, L.G. Reynolds.

Scope and Content

The Reynolds and Reynolds Records consist of 12 volumes which were donated by the Reynolds and Reynolds Co. The collection is made up of financial records, product information and customer records.

Series I, Financial Records contains the company financial records for the years 1892-1898.

Series II, Cash Debits and Customer Credits contains financial records for the company and customers.

Series III, Goods Made and Sold contains product information for the various items that Reynolds and Reynolds made.

Series IV, Department Account Records contains financial records for the various departments from 1915 to 1920.

Container Listing

Series 1: Financial Records

Book 1 – Ledger “A” 1889
Book 2 – Ledger “B” 1892
Book 3 – Ledger “D” 1989
Book 4 – Customer Ledger “D” 1898
Book 5 – Ledger “G”

Series 2: Cash Debits and Customer Credit

Book 1 – Cash I 1902

Series 3: Goods Made and Sold

Book 1 – Goods made and sold 1908
Book 2 – Goods made and sold 1908, 1911, 1912
Book 3 – Goods made and sold 1911
Book 4 – Goods made and sold 1912
Book 5 – Goods made and sold 1913

Series 4: Department Account Records

Book 1 – Department financial records 1915-1920