

## Deadlines advanced

Deadlines for Suburban Life have been advanced due to the Labor Day holiday. Deadline for submitting materials for the Monday (Sept. 2) issue is 4 p.m. Tuesday, Aug. 27. Deadline for submitting materials for the Thursday, Sept. 5, issue is 4 p.m. Thursday, Aug. 29.

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## Advice offered on safekeeping

Some people's desks are always neatly arranged with everything in its specified place. Others would need a shovel to see the desk top. But whichever type you may be, you are probably saving some records you don't need and are keeping some records at home which should be more safely stored.

THE U.S. DEPARTMENT of Agriculture has reprinted a chapter from its 1973 Yearbook with advice on what records to keep and where to keep them. Copies of "Keeping Records What to Discard" are available free only from Consumer Information, Pueblo, Col. 81009.

Where do you have your birth certificate? You should probably have it in a safe deposit box. While it can be replaced, it takes time and that could

present problems if you need it in a hurry.

Safe deposit boxes are available at most banks for a small charge. You should keep all of your papers which would be difficult or impossible to replace there. These would include your birth certificates, marriage certificates, divorce papers, adoption papers, citizenship and service records, and any other government or court recorded document.

You should also keep one copy of your will in the safe deposit box and one at home where other people know how to find it. Stock certificates, government bonds, deeds to real estate, mortgage papers, title for the car, and other special papers should also be in the safe deposit box.

**BUT DON'T USE** the safe deposit box as a catchall. You do not need to safeguard copies of insurance policies, cancelled checks, tax returns, education records, employment records, social security cards, bank books, guarantees, burial instructions, or old letters.

There is no need to save all your cancelled checks, only those necessary for tax purposes. If you need to find out whether a particular check has been cashed, you can get confirmation from the bank.

One last thing. There is one record most people don't have. That is a household inventory. This is very important in case of fire or burglary. It should list the item, date purchased, price, model and serial number, brand name, dealer's name, and a general description. It is also helpful to take pictures of your possessions as a backup for the inventory.

"KEEPING RECORDS What to Discard" is one of more than 200 publications listed in the Consumer Information Index. The index is published quarterly by the Consumer Information Center of the General Services Administration and lists selected federal publications of consumer interest. Copies are available from Consumer Information, Pueblo, Col. 81009.

## Mission gifts aid Brazil

As Brazil opens its interior with a new highway system, the Seventh-day Adventist church focuses its mission giving this summer on an agricultural school beside the Amazon River.

Opened just six years ago, the school at Manaus has 120 students Shirley Dudley, Sabbath school superintendent of the Troy Adventist church, said.

Manaus is about 1,000 miles up the Amazon River and until recently was reached only by riverboat, Miss Dudley said. Manaus is at the heart of a huge region as large as the United States.

"Thousands of people are settling in the interior of Brazil," Miss Dudley said. "Estimates are that by 1980 around five million people will have settled in the newly opened areas as a vast highway system is completed into the heart of Brazil — all the way

across South America." The basis of the economy of the area as it opens for settlement, includes agriculture. Students at the Adventists' Amazonas Agricultural School will work on the farm, in the orchards, in a pottery plant

opened at the school or at the school's sawmill to earn their school expenses.

The new educational facility will be on the receiving end of mission giving in all Seventh-day Adventist churches this summer.

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REGISTER: AUG. 26-SEPT. 7

To ensure individual attention, classes are limited in size, so we suggest you come in and register as soon as possible. Our instructor will be on hand to meet you and answer any questions.

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Registration: Aug. 26-Sept. 7

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