

DIOCESE OF THE ARMENIAN CHURCH OF AMERICA

INTER-OFFICE MEMORANDUM

TO : All Staff
FROM : Mary Mateosian-Derderian
SUBJECT: Bookstore

DATE: March 16, 1984

HOURS

The bookstore will be open daily 9:00 a.m. to 5:00 p.m. Fridays whenever there are evening activities, the Bookstore will be open until 8:00 p.m. Sundays 12:00 to 2:30 p.m.

DISCOUNTS

The discount schedule will be as follows:

- Church and church affiliated organizations 20% for school books.
- Armenian schools 20%, except for curriculum books.
- Diocesan staff 30% on all items EXCEPT those publications for which the Diocese receives short discount.

ORDERS

Please remember the following ordering procedure:

- All orders must be prepared EXCEPT open account customers.
- P & H charge will be 10% of the invoice value, or a minimum of \$2.50.
- Name of author and title must be clearly shown with full name and address of the customer.

INTER-DEPARTMENTAL BOOKSTORE CREDITS

Books for personal use cannot be charged to Departments.

PURCHASE ORDERS

Purchase Orders must be forwarded in a memo form stating description of item, reason for purchase, quantity and reason for quantity ordered. The Purchase Order must have the approval of the Director.

MMD:mb



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DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

Archbishop Torkom Manoogian, Primate

April 10, 1984

TO: The Reverend Clergy and Parish Council Chairmen

SUBJECT: CASSETTE TAPES FOR THE DEACON'S AND CHOIR PARTS OF
THE DIVINE LITURGY

In order to provide assistance for the study, rehearsing and proper singing of the Deacon's parts of the Divine Liturgy, as well as the choir parts of the Divine Liturgy, the Diocese now has available for our parishes cassette tapes.

On one cassette there is the Deacon's parts of the Liturgy. On two other cassettes the Ekmalian version of the Badarak is available for each of the four parts: soprano, alto, tenor and bass.

These are now in our Diocesan Bookstore and may be ordered by parishioners and choirs. The cost of each tape will be \$6.00 (six dollars).

Prayerfully,

by Torkom Manoogian

Archbishop Torkom Manoogian
Primate



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DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

Archbishop Torkom Manoogian, Primate

June 8, 1984

TO: The Reverend Clergy and Parish Council Chairmen

SUBJECT: NEW PUBLICATIONS

We are pleased to inform you that the St. Vartan Press of the Diocese has published recently the following five books:

1. The SACRAMENT OF MATRIMONY, which contains the Engagement Ritual and the Wedding Ritual, with the parts for the priest, the deacon and the choir. The texts are presented in Armenian and English with translation by the clergy, is priced at \$4.00.
2. WEDDING SONGS, which contains the engagement and wedding rituals, as well as processional and recessional music, and the music for wedding hymns and certain melodies. The Armenian words and their transliteration are placed under the musical lines. The foreword is written by Abp. Torkom Manoogian. The price of this beautifully printed, 147 page book is \$10.00.
- 3/4 ACOLYTES MANUAL, two booklets as guides for teachers and youngsters, prepared by the Very Rev. Haigazoun Melkonian. These Illustrated booklets have the following sections "Acolytes Course," "Divine Liturgy," "Test" and "Acolytes' Duties". The texts are in Armenian and English. This is a publication which can be useful in training in our communities acolytes who will be aware of their responsibilities. The teacher's manual is priced at \$10.00. The price of the acolytes course booklet is \$5.00.
5. FIFTY SONGS BY SHAHAN R. BERBERIAN, compiled and arranged by Abp. Torkom Manoogian, who has also written the preface of this beautiful book, the fruit of a labor of many years. Most of the songs included in this publication are being presented in print for the first time. Poems by the following writers have been turned into song through the inspiration peculiar to Shahan Berberian,


Vahan Tekeyan, Avedik Issahakian, Hovhannes Toumanian, Daniel Varoujan, Roupen Vorperian, Missak Medzarentz, Matteos Zarifian, Hagop Oshagan, Nersess Shnorhali, Abp. Yeghishe Tourian, Abp. Torkom Koushagian, Yeghivart, Indra, Retteos Berberian, Mannig R. Berberian, Nourhan R. Berberian, Shahan R. Berberian. Songs have been composed also upon folklore, under the musical score the Armenian words and their transliteration are shown. Following each musical script, the whole poem is printed in Armenian, its transliteration and the English translation done by Jack Antreassian. The price of this valuable volume of 224 pages is \$15.00.

It is the recommendation of His Eminence the Primate that our pastors order these books in adequate quantities and make them available within their communities, making the necessary promotion through the parish bulletins and during communal gathering.

The books may be ordered through the Diocesan Bookstore.

Diocesan Office
New York, NY

August 24, 1984

TO: Bookstore
FROM: Office of the Primate 

H.E. Archbishop Torkom Manoogian is donating 50 copies of the recently published book "Sheshd Yev Imasd" by the Very Reverend Father Isahag Ghazarian to the Diocesan Bookstore.

The proceeds from the sale of these books will be entirely for the use of the Bookstore.

cc. Mr. Michael M. Kermian