Tourist Homes in Maine

By

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FOREWORD

Freshly painted buildings suggest clean linen; in other words, the outside appearance of a tourist home indicates to the traveler what the inside may be like. This is the opinion of a gentleman who has had years of successful experience. Neat grounds that have an attractive approach leading up to a well-painted house spell comfort and cleanliness to the average tourist.

While well-pleased guests are the best advertisement a tourist home can have, the sign by its very appearance of neatness and dignity should also be a drawing card.

The reputation of a tourist home may be enhanced each season if the business is well managed. Have every room offered for rent so suitably and attractively furnished that its strongest appeal is made through its impression of cleanliness, comfort, and convenience. A well equipped, spotlessly clean bathroom with an ample supply of hot and cold water is essential.

Rest is the chief thing a tourist home has to sell. Good springs, good mattresses, and fresh linens that assure rest will soon prove to be paying investments.

Fresh farm products that are simply prepared, correctly cooked, and attractively served in well-planned menus have a strong appeal.

The dining room must be attractive, restful, well-screened, cool, and free from odors of cooking food. Spotlessly clean linens, placed correctly on small tables for privacy, with properly set covers present a background for successful meals. Table service needs to be efficient, correct, and courteous.

The management of a tourist home is a business. The keeping of accounts will help in building a more successful business next year if the manager is up-to-date in the duties and responsibilities of her position.

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Tourist Homes in Maine

Maine, "The Playground of a Nation," is visited by thousands of tourists each summer. These visitors, traveling over the state highways, have introduced a new type of business into many homes in the state within very recent years, that of the tourist home.

MANAGING THE TOURIST HOME

Essentials of a successful tourist home are these: Dignified signs; neat, attractive buildings; grounds that have an air of tidiness which promises absolute cleanliness within the house; clean, spacious, quiet, cool, comfortable rooms; and cordial hospitality toward the guests.

TURN HERE
LAKE VIEW TOURIST HOME CABINS
¼ MILE

Figure 1.—A carefully lettered directional sign
Signs

Tourists must sleep and eat, and signs do help them in choosing a clean, restful stopping place.

A sign carefully lettered, accurately spelled, and well lighted, with a statement of what the owner is offering for sale, appeals to a satisfactory class of travelers. A good name for the place is desirable; but, oftentimes, just the name of the owner is used for identification; this is an excellent practice. The pictures below are good examples.

Figure 2.—Neat, dignified signs possessing individuality

It is well to keep the sign lighted reasonably late in the evening, and to keep the lower floor lighted also. Dim lights and dark places have a sinister look and do not reassure strangers concerning the surroundings.

Always have a sign at the entrance. Other signs placed near the road, 500 feet from the house in either direction, will inform
travelers of their approach to the tourist home. The cost of obtaining permission for the placing of these signs may be prohibitive if the property is not owned by the tourist home manager.

**Relating to State Licenses**

The public laws of Maine state that no person shall conduct, control, manage, or operate directly or indirectly any eating or lodging place, or recreational or overnight camp, unless the same shall be licensed by the Bureau of Taxation and the Bureau of Health, at Augusta. Licenses should be procured on or before July 1st of each year.

![Figure 3.—The type of Maine home that appeals to tourists. Trees, shrubs, and flowers add to the beauty of neat, clean grounds.](image)

For any tourist home where four rooms or less are used for lodging purposes by the traveling public, the fee is $3.00; if more than four rooms are available, the fee is $5.00.

If the water is supplied by a private system, it must be analyzed by the Bureau of Health within the current calendar year.
Outside Appearance

One of the best advertisements for a tourist home is well-kept buildings and neat, attractive grounds.

"Houses are at their best in appearance only when trees and shrubs are properly planted to fit them into the landscape. Well-placed shrubs and flowers around the base of a house add interest and beauty, making the house the center of attraction."—(See Extension Bulletin No. 219, Better Home Grounds).

Maine tourist home managers report that houses painted white or ivory appeal to tourists as stopping places in preference to those painted dark brown or cold gray.

What Does the Paying Guest Have a Right to Expect?

When any home owner hangs out a tourist sign, rest is the chief thing offered for sale. Only a bed equipped with a good mattress, firm spring, fresh sheets, and covers adequate for weather conditions will give the complete comfort which is essential for rest. Spotlessly clean bedrooms, furnished with clean, comfortable beds and simple yet attractive pieces of furniture for rest and convenience, arranged according to accepted principles for beauty and comfort, appeal to most travelers.

Necessary pieces of furniture to meet adequate requirements for guests are a small bureau or chest of drawers; a dressing table, which may also serve as a writing desk (a writing center is essential); a mirror large and clear enough actually to see in; two chairs, at least one an easy chair; and two well-lighted centers. A bedside lamp and a floor lamp which can be moved easily meet the need for light centers. An inexpensive suitcase rack, homemade or otherwise, will more than pay for itself in the saving of bedspreads and furniture tops. A guest who is considerate of the dirt and scratches a suitcase may leave on pieces of furniture may find it necessary to unpack in an inconvenient manner if this inexpensive yet essential piece of equipment is not provided.

A place to hang clothes is very necessary. A clothes closet is the most desirable place, of course, A costumer may be provided if there isn’t any closet space, and for guests who remain only one night, this answers the purpose. Some tourist home managers provide four to six hangers for each guest and have no trouble about losing them.
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Figure 4.—A tourist bedroom, comfortably and properly furnished. Large pieces of furniture are placed parallel with the walls. Figures indicate the following: 1, bureau; 2, wall chair; 3, dressing table; 4, stool; 5, window seat; 6, rug; 7, suitcase racks; 8, beds; 9, rug; 10, small table; 11, easy chair; 12, floor lamp; 13, end table; 14, waste paper basket. Lights are indicated on 3 and 10.

Accessories needed in the tourist room are few, but the ones selected should give an atmosphere of welcome and convenience. Essential accessories are a drinking glass for each guest, or wax paper cups which can be burned after a day’s use; an extra blanket for each bed; and a bath towel, a face towel, and an individual piece of soap for each person. Provide each room with one or more ash trays and a waste paper basket. Aside from these, a hand mirror, a small bouquet of fresh flowers, and one or two up-to-date magazines will complete the number of accessories which most guests will welcome (Figure 5).

Easier Housework in Tourist Bedrooms

“Tourists like clean bedrooms and clean comfortable beds.” That statement always bears repeating. It means that any fabric
used in the rooms should suggest the utmost cleanliness. Materials that have a crisp, cool appearance are most suitable for curtains and slip covers. Why shouldn't the tourist home owner resolve to get this effect by adopting methods that give results with a minimum of effort?

Figure 5.—A Maine tourist bedroom with clean linen, comfortable beds, and a well-lighted reading center.

Appropriate curtains, hung correctly, provide a decorative note in a room. Thin curtains made of voile, scrim, net, and other similar materials are called glass curtains. They are hung next to the window for privacy and to soften the light. Glass curtains ordinarily end at the window sill; however, if the woodwork matches the light tones of the curtains, they may end at the bottom of the apron (Figure 6 and Figure 7).

Side curtains, usually made of opaque materials, are chosen chiefly because of their decorative features. Usually side curtains end at the bottom of the apron or within one inch of the floor (See Figure 6). It is now considered important to have more sunshine and air and less curtaining. One pair of curtains is sufficient for most windows in homes of today. Bedrooms will look cooler and the housework will be easier if the tourist home manager eliminates either side curtains or glass curtains for the summer.
Slip covers of a gay, cool, colorfast cretonne, chintz, plain crash, or other material which is easy to launder and appropriate for the color scheme may be made to cover upholstered chairs and give a pleasant change to the appearance of furniture for the summer. This protection leaves the under fabric fresh and new appearing for the winter season when the room is transformed again into family use (Figure 7).

Washable rugs are a help. Many of the small, inexpensive woven rugs, rag rugs, and similar types are effective for floor coverings in the summer time. They can easily be washed in the washing machine and then dried on a warm, sunny day within a few hours. Both the cotton and wool ones dry quickly.

Pieces of clear window glass may be cut in a local hardware store to fit the top of a bureau, chest of drawers, or dressing table. This glass can be wiped off quickly. An attractive doily underneath makes an effective decoration.
All bedding supplies, except the mattress itself, can be washed if selected with care. Mattress covers now made with zippers slip off easily and can be washed. Single wool blankets are better than quilts to use as covers in most cases. The blankets can be more easily washed. Combined with a washable bedspread, mattress pad, and cover, the bedding can be kept fresh and clean. This fact will appeal to tourist home owners as well as to the majority of guests.

Figure 7.— Glass curtains properly hung add to the attractiveness of a living room in a Maine tourist home. The slip cover on the cushion in the Boston rocker may be easily removed and washed. Note the elimination of bric-a-brac.

Tourists are not interested in family pictures and bric-a-brac; eliminate all of them from the bedrooms. Take out nearly all of the pictures. If the wall paper is definitely figured, take them all down anyway. If the wall paper is plain or nearly so, one or two pictures which are of general interest may be left up. Landscapes interest most people, but remember that less dusting is required when accessories are eliminated, and pictures are not necessary. Plain surfaces on large areas in a room are restful. After all, the tourist home is selling REST.
PLANNING AND SERVING MEALS

Shall We Serve Meals?

The tourist home owner herself can answer this question best. Tourist homes located in towns or in locations where there are good eating places nearby usually do not offer meals.

Few tourist homes serve lunches at noon, but many serve breakfasts and dinner at night, while the homes that cater to people who stay for several days (and even register in advance) most often serve three meals a day.

Many people catering to the tourist trade feel that prospective overnight guests often do not stop for lodging unless they can get breakfasts and dinners. The hostess who serves meals must plan carefully so that all of the profit is not lost by food spoilage or overhead expenses. Menus should include dishes which utilize farm products. Specialties, such as chicken pie (home canned chicken) or baked ham with cider sauce, may be the solution for the hostess whose tourist home is located some distance from a town or a reliable source of supplies.

The following questions, if answered carefully, will serve as a basis for decision in working out individual answers to the problem under consideration: What help can various members of my
family contribute towards earning money in this undertaking? Can I take care of all the rooms available if rented and serve meals without hiring help?  

What are my available sources for food supplies from the farm, such as dairy and garden products, fruits, berries, and poultry products? In other words, how much farm produce can be utilized in meal preparation and turned into ready cash?  

How near am I to local grocery stores? Can I depend on them for supplies? Can I depend on market trucks for meats and other products, and do they come regularly on time each week? How much can I store in my kitchen or supply room if I buy staple products in quantity? Do I have products and time to can them in preparation for the next season’s business?  

Can meals be served to guests without family interference or upsetting the family’s routine? Is my dining room suitably located for serving guests, near the kitchen, quiet, attractive, and large enough to accommodate the number of guests I cater to?  

Is my kitchen convenient to work in and to save labor? Do I have the necessary equipment to work with, such as adequate dishes for preparing a meal for the number catered to? Do I have efficient refrigeration, an ice box with adequate ice supply, or a mechanical refrigerator? Is my fuel supply quick and efficient?  

Am I a good cook? Do I know how to serve a good meal? Can I set a table properly? Am I personally capable of managing a tourist home where meals are served?  

The answers put down in black and white will give an opportunity to study one’s own situation before starting on a venture which may be discouraging in the end. If only a few people are fed at a time and can be taken care of adequately with present equipment and personnel, that is a different question. Starting in a small way and paying as one goes, is usually safer than launching out in a big way at first. If a tourist home is located on a main highway or in a desirable, quiet country spot, and if the house is fairly large, convenient, and attractive, one will probably receive one’s share of tourists.  

If meals are served, put the best of material, skill, and preparation into the menu. Set a good table and charge a fair price. No doubt if this is done, a sufficient number of summer travelers will be attracted to repay all the work involved.
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Foods and Menu Planning

Tastes are apt to be finicky and people sometimes hard to please when the thermometer hits the high peak of summer temperature. Fortunately for those who are serving meals, Mother Nature has seen to it that during this time of year gardens produce fresh vegetables and berries; early fruits ripen; and fresh edible market products are somewhat cheaper. Really the tourist homemaker has much in her favor to assist her in the task of menu planning; there is such a good variety of appetizing products to rely on.

Successful meals depend on:

1. Wise selection of food combinations,
2. Good cooking to develop flavor, and
3. Attractive serving to tempt the appetite.

A few suggestions regarding the fine points of menu planning may give the hostess a greater feeling of assurance that the guests, whether they are served two or three meals a day, are well served with balanced menus.

Helpful Points on Menu Planning

1. Do not repeat one kind of food in the same meal, for example, fruit cup and fruit salad, or tomato juice and sliced tomato.

2. Have a good balance between soft and solid foods. For example, do not have creamed vegetables and soft pudding included in one menu.

3. Do not serve more than one strong-flavored vegetable or food in one meal, as onions and cabbage.

4. Foods should not be all sweet or all acid in the same meal; contrasting flavors appeal. For example, serve a sour pickle relish, or tart jelly, or a crisp salad with most meals.

5. Do not serve a number of heavy foods in one meal—as fried potatoes, fried mackerel, salad with mayonnaise dressing, and pineapple up-side-down cake.
6. The courses of a meal should contrast—hot and cold, mild and high flavored, fluid and solid, tart and sweet.

7. Consider the season in choice of foods. In hot weather one craves acid foods, fresh fruits and vegetables, and cold drinks.

8. Consider the time of year, food costs, and what is available locally from gardens and markets.

9. Avoid using all one type of foodstuff in one meal, for example, too many starchy foods, such as mashed potato, white bread, and corn croquettes.

10. Avoid drab, uninteresting looking meals, for example, cream of asparagus soup, riced potatoes, steamed whitefish with egg sauce, butter cabbage, sliced cucumbers, and cottage pudding with lemon sauce.

11. Vegetables, pickles, jellies, fruits, and salads should be so chosen that each meal when served will present an interesting picture to tempt one to eat. The proper choice of dishes, table linens, and center decorations will aid in securing color harmony in the meal.

12. Always serve food well flavored.

13. Serve hot dishes HOT.

14. Serve cold dishes COLD.

15. Have all the foods cooked properly; never serve over-cooked or under-cooked foodstuffs. Vegetables require careful cooking (See the following table).

A flower garden will furnish fresh flowers for the tourist home.
### Time Table for Boiling Vegetables

<table>
<thead>
<tr>
<th>Vegetable</th>
<th>How Prepared for Cooking</th>
<th>Time to Cook (minutes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asparagus</td>
<td>Woody ends broken off</td>
<td>5-10</td>
</tr>
<tr>
<td>Beans, green</td>
<td>Whole</td>
<td>20-25</td>
</tr>
<tr>
<td>Beets (young)</td>
<td>Whole</td>
<td>40-60</td>
</tr>
<tr>
<td>Brussels sprouts</td>
<td>Partially split or whole</td>
<td>9-10</td>
</tr>
<tr>
<td>Cabbage, green</td>
<td>Shredded</td>
<td>6-8</td>
</tr>
<tr>
<td>Cabbage, white</td>
<td>Shredded</td>
<td>8-9</td>
</tr>
<tr>
<td>Cabbage, red</td>
<td>Shredded</td>
<td>20-25</td>
</tr>
<tr>
<td>Carrots</td>
<td>Cut in halves or thirds, young</td>
<td>20-25</td>
</tr>
<tr>
<td>Cauliflower</td>
<td>Separated into flowerets</td>
<td>8-10</td>
</tr>
<tr>
<td>Onions, white</td>
<td>Partially quartered</td>
<td>25-35</td>
</tr>
<tr>
<td>Onions, yellow</td>
<td>Partially quartered</td>
<td>20-25</td>
</tr>
<tr>
<td>Parsnips</td>
<td>Cut crosswise in two places and lengthwise in halves or thirds</td>
<td>25-30</td>
</tr>
<tr>
<td>Peas</td>
<td>Shelled</td>
<td>20-30</td>
</tr>
<tr>
<td>Potatoes, Irish</td>
<td>Cut in halves lengthwise</td>
<td>25-30</td>
</tr>
<tr>
<td>Potatoes, sweet</td>
<td>Cut crosswise in two pieces and lengthwise in halves</td>
<td>15-25</td>
</tr>
<tr>
<td>Rutabagas</td>
<td>Cut lengthwise in slices ½” thick</td>
<td>25-30</td>
</tr>
<tr>
<td>Spinach</td>
<td>With stems</td>
<td>8-10</td>
</tr>
<tr>
<td></td>
<td>Without stems</td>
<td>4-5</td>
</tr>
<tr>
<td>Squash (Hubbard)</td>
<td>Pared and cut in pieces 2x3 inches</td>
<td>20</td>
</tr>
<tr>
<td>Turnips, white</td>
<td>Pared and cut in 3/4” cubes</td>
<td>20-25</td>
</tr>
</tbody>
</table>

### Suggested Types of Meal Combinations

The art of combining foodstuffs into appetizing, wholesome, satisfying meals is the art of menu making. Many tourists prepare their own noon meal in the form of a picnic lunch. Satisfying breakfasts and hearty meals at night are the ones generally purchased.

### Breakfast Combinations

<table>
<thead>
<tr>
<th>No. I</th>
<th>No. II</th>
<th>No. III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fruit</td>
<td>Fruit</td>
<td>Fruit</td>
</tr>
<tr>
<td>Breadstuff with or without marmalade</td>
<td>Breadstuff</td>
<td>Cereal</td>
</tr>
<tr>
<td>Beverage</td>
<td>Cereal</td>
<td>Eggs, bacon, or both</td>
</tr>
<tr>
<td></td>
<td>Beverage</td>
<td>Breadstuff</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Beverage</td>
</tr>
</tbody>
</table>
The prices of such breakfasts served in tourist homes in Maine are approximately: No. I, 25¢ to 30¢; No. II, 35¢; No. III, 40¢ to 50¢, depending on the price of eggs and bacon and whether both are served. The hostess may add doughnuts to any one of these menus at the prices quoted if she wishes.

**Supper or Lunch Combinations**

<table>
<thead>
<tr>
<th>No. I</th>
<th>No. II</th>
<th>No. III</th>
</tr>
</thead>
<tbody>
<tr>
<td>One hot dish</td>
<td>Soup</td>
<td>Fruit juice or fruit cup</td>
</tr>
<tr>
<td>One hot or cold breadstuff</td>
<td>One hot dish</td>
<td>One hot dish</td>
</tr>
<tr>
<td>Dessert</td>
<td>Breadstuff</td>
<td>Breadstuff</td>
</tr>
<tr>
<td>Beverage</td>
<td>Dessert</td>
<td>Dessert</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No. IV</th>
<th>No. V</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soup, fruit juice, or fruit cup</td>
<td>Soup, fruit juice, or fruit cup</td>
</tr>
<tr>
<td>Salad or hot dish</td>
<td>Hot dish</td>
</tr>
<tr>
<td>Breadstuff</td>
<td>Salad</td>
</tr>
<tr>
<td>Dessert</td>
<td>Breadstuff</td>
</tr>
<tr>
<td>Beverage</td>
<td>Relish</td>
</tr>
</tbody>
</table>

The prices of these supper or lunch combinations will vary so widely according to the location where the menu is served, the type of tourist home, the foods included in the menu, and the kind of service given, that no minimum and maximum prices can be stated.

**Dinner Combinations**

<table>
<thead>
<tr>
<th>No. I</th>
<th>No. II</th>
<th>No. III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main meat or fish dish</td>
<td>Soup, fruit cup, or fruit juice</td>
<td>Main meat or fish dish</td>
</tr>
<tr>
<td>Potato and one vegetable</td>
<td>Main meat or fish dish</td>
<td>Potato and one vegetable</td>
</tr>
<tr>
<td>Breadstuff</td>
<td>Potato and two vegetables</td>
<td>Salad</td>
</tr>
<tr>
<td>Beverage</td>
<td>Breadstuff</td>
<td>Breadstuff</td>
</tr>
<tr>
<td>Dessert</td>
<td>Beverage</td>
<td>Beverage</td>
</tr>
</tbody>
</table>

Dessert
Soup, fruit cup, or fruit juice may be added to No. I and No. III if so desired. Relishes or pickles may also be added to any one of the combinations suggested. Prices charged for dinners in tourist homes in various sections of the state vary from approximately 50¢ to $1.00. The average tourist home manager plans a dinner which she can serve for 50¢, 60¢, or 65¢. With tourists, 50¢ and 60¢ are the most popular prices, and the menu generally includes the variety listed under No. II, with fruit juice served more often than soup in hot weather. Sunday dinners average higher in price, mostly 75¢ and $1.00.

The salad included in a dinner menu is generally light, as for example, shredded lettuce, endive, or other green served with a light dressing. Avoid meat, fish, and sweet fruit salads in most dinner menus; they are too heavy.

If the dinner menu has been rather heavy, serve a light dessert. For example, the following menu needs a light dessert.

<table>
<thead>
<tr>
<th>Cream of Pea Soup</th>
<th>Baked Halibut</th>
<th>Hollandaise Sauce</th>
<th>Baked Potato</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baked Potato</td>
<td>Buttered Squash</td>
<td>Molded Spinach Salad</td>
<td>Parker House Rolls</td>
</tr>
<tr>
<td>Snow Pudding</td>
<td>Tea Crackers</td>
<td>or</td>
<td>Small Crisp Cookies</td>
</tr>
<tr>
<td>Fruit Sponge</td>
<td></td>
<td>or</td>
<td></td>
</tr>
</tbody>
</table>

Many tourist homes offer the paying guest a room, breakfast, and a 50¢ or 60¢ dinner at night for $2.00. For the average tourist home manager, there is little profit in serving meals unless a good deal of produce is home grown. A common rule is to charge twice or two and one-half times the value of the food materials used in the preparation of the meal. This charge should cover labor, fuel, wear on equipment, and waste, if waste is watched very carefully. Too many times profit is eaten up by waste. Accurate accounts will help to determine whether serving meals is profitable.

Specialties offered in the dinner menu, when one caters only to overnight guests, help to eliminate food waste. One Maine tourist home offers the choice of either a beefsteak or chicken pie dinner. The chicken is canned in the winter time. Vegetables from the garden can be quickly prepared, and dairy products are always ready for use.
Another idea is to have two or three main dishes, each served with fresh vegetables in season, and homemade accessories, such as pickles, jams, or other relishes. This enables the hostess to keep standard supplies on the supply shelf or in the storage closet for preparation of the menu submitted for choice.

Fresh vegetables; fruits in season; and fresh, well cooked seafood if one is located near the shore, each properly prepared for the table and well served, will satisfy guests better than the most complicated of desserts or fancy dishes.

Fundamental Rules for Table Setting

Every tourist home manager who serves meals will realize the importance of knowing the fundamental rules of table setting that bring about beauty and order in the serving of meals. An attractive, well set table is a background for a successful meal.

All the lines on a properly set table should go across or lengthwise. All dishes, linen, and silver should be so placed that they follow this rule; otherwise the arrangement gives an effect of carelessness. Figure 9 shows a table set in accordance with the above

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Figure 9.—For dinner, a table cloth used over a silence cloth or table pad is preferable.
rule. The service is laid for the following dinner menu to be served from the tourist home kitchen.

<table>
<thead>
<tr>
<th>Cold Sliced Ham</th>
<th>Baked Potato</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buttered Carrots</td>
<td>Lettuce and Radish Salad</td>
</tr>
<tr>
<td>Bread</td>
<td>Homemade Pickles</td>
</tr>
<tr>
<td>Apple Pie</td>
<td>Hot Molasses Sauce</td>
</tr>
<tr>
<td>Tea</td>
<td>Milk</td>
</tr>
<tr>
<td></td>
<td>Coffee</td>
</tr>
</tbody>
</table>

For breakfast or supper, doilies, runners, or simple cloths may be used as in Figure 10. The service is laid for the suggested menu, which may be used for either luncheon or supper.

<table>
<thead>
<tr>
<th>Tomato Juice</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Chicken Pie</td>
</tr>
<tr>
<td>Hot Tea Biscuit</td>
</tr>
<tr>
<td>Apple Sauce</td>
</tr>
<tr>
<td>Tea</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

*Home canned chicken.

A good breakfast helps to start the day right. The fruit may be on the table when the guests enter the dining room. In Figure 11

Figure 10.—A low centerpiece of garden or wild flowers, or a small growing plant adds to the attractiveness of a well set table.
the grapefruit for the following menu would be on the top plate shown in the picture. The lower plate will be removed after the cereal course. The bacon and eggs will then be brought in from the kitchen on a warm plate.

Grapefruit

<table>
<thead>
<tr>
<th>Cornflakes</th>
<th>Cream and Sugar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bacon and Eggs</td>
<td>Blueberry Muffins</td>
</tr>
<tr>
<td>Coffee</td>
<td></td>
</tr>
</tbody>
</table>

Figure 11.—Table set for a breakfast menu. The most widely accepted arrangement for the silver is from the outside toward the plate in the order in which it will be used.

The china, silver, linen, and glass placed for each individual is called a "cover" (See Figure 12).

A well set table in perfect order and balance presents an attractive picture. A few simple rules practiced carefully will accomplish perfect order which is illustrated in Figures 9, 10, 11, and 12. Among them are:

1. Knives are placed at the right of the plate with the cutting edge toward the plate. If no knife is needed, do not place one (Figure 12).
2. Forks are placed at the left of the plate when knives are included in the cover. Tines are always turned up. If no knives are used, the forks are placed at the right of the plate (Figure 10).

3. The spoons, with bowls up, are placed at the right of the knife, or of the fork, if no knife is used (Figures 9, 10).

4. Butter knives are placed either parallel with the edge of the table on the bread and butter plate or horizontally across the plate.

5. The bread and butter plate is always placed at the end of the fork or above the napkin in case no forks are placed on the left.

6. The napkin is placed at the left of the forks with the hem and selvage parallel to the edge of the table and the forks. The lower right hand corner is the open corner.

7. The water glass is set at the tip of the knife.

8. All silver, linen, and dishes other than designated are placed in one inch from the edge of the table.

Figure 12.—Each cover requires from 20 to 22 inches of space if the covers are not to appear crowded.
9. Individual salt and pepper shakers are placed above each cover or between two covers, in a line parallel to the edge of the table and in line with the glasses.

**Table Service**

Just before the meal is announced, be sure that all details have been attended to. The air in the dining room should be as fresh and cool as possible and the light good. Butter, jelly, pickles, or other relishes may be on the table. The water glasses should be three-fourths full, with a pitcher of water on the side table. Fruit cup or a cold fruit juice drink may be on the table. Wait until the guests are seated to serve soup, lest it become cold.

The left hand type of service is most widely used and involves only a few basic principles.

1. Place, pass, and remove all dishes to the left of the guest, except for beverages, which are placed at the right and removed from the right.

2. In placing, removing, or passing food, the waitress uses the hand farthest from the guest.

3. To fill a glass, draw it toward the edge of the table. Take hold of it well down toward the bottom.

4. If a salad is served with the meat course, it may be placed at the left or right of the plate; if it is placed to the right, then remove from the right. When a beverage is served with the main course, the salad is generally placed at the left.

5. When clearing the table, remove all food first, then soiled dishes, then any extra, clean dishes which do not pertain to the next course.

6. If it is necessary to crumb the table between courses, use a napkin and plate.

7. Do not take a tray to the table. Several servings may be brought in from the kitchen on a tray and placed on the service table. From this center the guests are served one at a time.
Figure 13.—An attractive dining room in a Maine tourist home. Note that the wall paper is decorative; therefore, pictures are eliminated, and only a few appropriate accessories are used.

Suggestions from Successful Hostesses

“When people stop at country homes for meals, they expect to find an abundance of milk, cream, butter, fresh fruits, and vegetables, and good home cooking. In many cases, this is their main reason for stopping at a tourist home. We give our customers fresh garden greens and other fresh vegetables in season. Creamed onions is one of our real best sellers, and cabbage cooked properly is popular.”

“Homemade cottage cheese garnished with olives is a special favorite. Guests also like good homemade jams and pickles. Last year I canned corn on the cob to have early in the season for tourist trade; it paid. Home canned chicken which I did last winter is ready to prepare on short notice.”

“Our attractive dining room overlooks a flower garden, and on warm nights people like to eat outside on the screened-in porch.”

“We try to have our dining room possess a cheery and restful atmosphere, free from all feeling of hurry, worry, and unrest. Certainly this room should never have a gloomy or depressive appearance” (See Figure 13).
KEEPING ACCOUNTS

The management of a tourist home is a business. Sound business principles have long been recognized as fundamental to commercial houses, and they are no less vital to the business of a household.

The keeping of accounts will help in building next year’s business more successfully if the manager is up-to-date in the duties and responsibilities of her position. No elaborate system should be undertaken for the keeping of accounts, because the time for such work is necessarily limited and at the end of a busy day probably little inclination is left to attend to figures.

The method of bookkeeping adopted should be simple, effective for study and proof, and require a comparatively short time each day. Regardless of the system used, however, there are three essentials to be attended to, namely: (1) entries must be made daily of all income and expenditures, (2) the account balance must check with the actual cash on hand or in the bank at very frequent intervals, and (3) accuracy in entering and computing the totals weekly and monthly and checking them is of the utmost importance.

A loose-leaf account book or card index may be easily made by ruling sheets of paper, cards, or blank books and supplying the proper headings to fit the needs. At first, a liberal number of blank spaces may be left to provide for additional items until a satisfactory list of headings has been developed.

Suggested Household Account Records

Month.—August.

<table>
<thead>
<tr>
<th>Date</th>
<th>Rooms</th>
<th>Overnight Camps</th>
<th>Breakfasts</th>
<th>Other Meals</th>
<th>Home Cooked Food</th>
<th>Home Made Gifts</th>
<th>Wayside Stand</th>
<th>Other Sources</th>
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<tbody>
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<td>Aug. 1</td>
<td>$5.00</td>
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Tourist Homes in Maine

Month.—August. Form II. Expenditures

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<tr>
<th>Date</th>
<th>Bedroom and Bathroom Supplies</th>
<th>Camp Supplies</th>
<th>Food for Meals</th>
<th>Value of Products Furnished by Farm</th>
<th>Cost of Home Cooked Food</th>
<th>Cost of Home Made Gifts</th>
<th>Cost of Products at Wayside Stand</th>
<th>Hired Help</th>
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Month.—August. Form II. Expenditures, continued

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<th>Date</th>
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*Estimate the value of farm products used in cooking and preparation of meals at retail prices.

For convenience, it has been assumed that these account form sheets have been carefully itemized for a week’s time, with monthly totals given, by a good business manager who operates an up-to-date tourist home on a well traveled highway. Four bedrooms and four overnight camps are available for rent. Two of the camps have kitchen units. Breakfasts and dinners at night are the chief meals served. Farm produce is used to a great extent in the menus. A married daughter and her husband help the older couple, who own the home, with the work. Very little hired help is necessary, for modern electrical equipment solves the labor problem to a great extent.
One would seldom find a tourist home carrying on so many activities as the headings indicate, but any manager may easily select the suggested headings found in these forms which meet her needs for keeping careful records.

Figure 14.—Attractive overnight camps located near the seashore in York County. Awnings, good beds, and screened-in porches offer comfort to prospective guests.

The total income for the week is $220.64. Total expenditures in cash for the week as shown in Form II, Expenditures, include the following totals: $15.35, $5.00, $10.50, $3.00, $7.40, $5.50, $2.50, and $3.50—totaling $52.75. The other expenditures, listed as $13.55, value of products furnished by the farm; $6.35, cost of home cooked foods which utilize home raised products chiefly; $4.80, representing the cost of homemade articles, mostly made from native materials; and $16.10, the cost of producing products sold at the wayside stand, represent a cash expenditure earlier in the season of approximately $40.80. A rather clear picture of the week’s expenditure and profit may be obtained by subtracting the total expenditure represented for the week, $93.55, from the total income of $220.64, which leaves $127.09 for those who do the work and have money invested in the business.
OVER-NIGHT CAMPS

Overnight camps in Maine which are comfortably, conveniently, and attractively furnished are extremely popular with tourists. Here a certain degree of privacy is available which is difficult to find in other types of lodging places.

Tourists often rent up-to-date camps for days or even a few weeks at a time, especially when a kitchen unit is included or equipment is furnished for the cooking and serving of meals.

Camps with fireplaces, screened-in porches, running water, shower baths, and kitchen units are constantly in demand on well traveled highways (See Figure 14).

A fresh coat of paint each spring or one every two years at least, awnings, window boxes, shade trees, and neat grounds help to make any set of camps more appealing to travelers.

MAINE TOURIST HOME OWNERS OFFER BUSINESS GETTING SUGGESTIONS

Meeting Guests

“Personal attention on arrival counts as much in this business as well cooked and well served meals. Have guests register and leave the registration number of their car. Use the registration book for a mailing list for advertising next season’s business. Maintain the standard overnight price of $1.00 or $1.50 per adult if you expect a satisfactory class of guests. Consider other people in the business, and make some money yourself. Don’t cut rates.”

“During the time you are with us it is our aim to make your stay as comfortable and pleasant as possible. We ask you, therefore, to cooperate with us; and if there is anything we can do to increase your comfort, please let us know.”—Quotation taken from a leaflet used by the managers of the tourist home shown on the front cover.

“Give your guests a chance to retire; don’t carry on long conversations and tell your family troubles. Have the house quiet after guests retire.”
Serving Meals

“The only way I make a profit on my meals is by using my supply of farm products to excellent advantage. All guests want plenty of fresh, well cooked vegetables. Nothing out of a can except what we canned ourselves. Meals are planned in advance for one week at a time. This means efficiency and economy in the preparation of meals and buying foodstuffs.” “If guests remain for a period of time, I plan and pack a picnic lunch for them to take on a day’s trip if they wish it.” “I observe birthdays for my guests in a special way; little extras are included in the menu with a cake for the occasion.”

Bedrooms

“Bedrooms should be immaculate in appearance, for cleanliness is most essential. A comfortable mattress is absolutely a first requirement. Guests like restful spaciousness; eliminate family accessories from the room.”

I keep the following accessories in rooms for guests: A pack of cards and a small serving kit with needles, pins, and thread; besides these I keep clothespins in our camp. They are never taken.”

“Guests like fresh flowers in their room; I select those which look well with the color scheme. Up-to-date reading matter in their rooms or in the main living room is generally appreciated.”

“Neat towel racks in each room and individual towels on them assure guests of clean linen. A paper-towel holder supplied with towels is handy in the bathroom.”

Bathroom

“Guests want to find the bathroom clean, with plenty of hot water available at all times. Supply extra hand towels and a bath mat; a paper towel rack kept well filled saves on laundry.”

The Hostess

“A pleasing personality helps one to sell her business to tourists. The guests’ first impressions of your home will be influenced
by the one who answers the doorbell. This person should be neat in appearance, polite and pleasant in address. In a busy season I have to get one hour of rest each day so I will always be in good condition to meet my guests. Have a small business office, den, or restroom for yourself." "Be well informed concerning local centers of interest and beautiful spots of scenery in your town, county, and nearby places." "Guests like Maine publicity booklets, so I keep a supply on the hall table."

"The keeping of accounts and records is very essential to my business. If I am to know whether or not it pays me to have a tourist home, carefully kept records are a necessity."

Figure 15.—Comfort awaits the transient guest after a long drive and while lunch is in preparation.
SOME OF THE QUESTIONS ASKED BY THE TRAVELING PUBLIC

What are your rates?
How much do you charge for children?
Is there plenty of hot water?
Are the beds comfortable?
What kind of mattresses do you have on the beds?
Do you provide soap?
Are there plenty of towels?
Can we eat a meal in our room?
Are the windows screened?
Do you serve meals? How much do you charge?
Can we cook in the cabins?
Are the cabins heated?
Do you have running water?
Are there porches on the cabins? Are they screened?
Is there a place to swim nearby?
Is the milk pasteurized?
Do you serve plenty of fresh vegetables?
Can we get good seafood?
Are there tennis courts, golfing?
Can we go fishing, boating?
Is the shore sandy or rocky?
Will you please let me know by return mail what your rates are per week and also give me some information in regard to your proximity to a beach, bathing, fishing, etc.?
Do your rates provide a garage?
Is there ample parking space for a car near the house?
What is there of interest to see around here?
Where shall we go to get good meals?
Do you know of any good stopping places along the main routes in Maine?
Do you have any publicity material on Maine?
Where can we get some?
REFERENCE MATERIAL

The following helpful reference material is usually available on request from the Extension Service, University of Maine, Orono, Maine.

Extension Service Bulletins

No. 106.—Over the Dish Pan (cir.)
No. 186.—Canning and Preserving
No. 196.—Improving the Kitchen
No. 197.—Flower Gardening in Maine
No. 219.—Better Home Grounds
No. 222.—Introducing the Electric Range
No. 230.—Potatoes from the Consumer's Standpoint

Mimeographed Material

Score Card for Tourist Homes
Time Savers, Convenient Storage of Kitchen Utensils
List of Headings Suitable for Household Reminder Book
Suggestions for Easier Housework
1936 Square Meals for Health Folder
Bread Making.—Includes recipes for all kinds of bread and rolls
Breakfast Suggestions
Cake Making
Cottage Cheese
Cold Dishes for Hot Days
Cooking Meat According to the Cut
Fish Cookery
Hot Dishes for Cold Days
Jellies and Marmalades
Potatoes Many Ways
Salads for All Seasons
Supper Dishes
Tomatoes Many Ways

U. S. Dept. of Agriculture Bulletins

Leaflet No. 76.—Slip Covers
  "  No. 103.—Quality Guides in Buying Sheets and Pillow Cases
  "  No. 111.—Quality Guides in Buying Household Blankets
F. B. No. 1180.—Housecleaning Made Easier
F. B. No. 1219.—Floors and Floor Coverings
F. B. No. 1497.—Methods and Equipment for Home Laundering
F. B. No. 1633.—Window Curtaining